

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

January 3, 2018

The Columbia County Board of Commissioners met in scheduled session with Commissioner Margaret Magruder, Commissioner Henry Heimuller and Commissioner Tardif.

Commissioner Magruder called the meeting to order.

**PUBLIC HEALTH CONTRACT:**

Michael Paul, Public Health Administrator, was present to discuss the Health Officer contract. He reviewed the various services, costs and needs for Reproductive Health, Maternal Child & Adolescent Health, Communicable Disease and Immunizations. Discussion was held on the contract terms with the Public Health Foundation, i.e. definition of 2 month reserve, rent and payment date. Michael then addressed the pros and cons of contracting for Public Health Emergency Preparedness. No action was needed at this time.

**5310 DISCRETIONARY GRANT APPLICATION:**

Michael Ray and Chad Mace, CC Rider, were present to discuss the 5310 Discretionary Grant application. Michael outlined the purpose of the grant, which is to increase CC Rider Portland Medical service from the current 2 days/month to 5 days/month. He explained that, since the grant is discretionary, the amount requested is not necessarily what will be received. Because the amount is not guaranteed, the Portland Medical service is scalable. If we receive a lesser amount, CC Rider can implement less service, but any increase above our current service would be well received by our clientele who require this service. He then presented a graph of what the costs were for the FY 17 time frame where they did offer the 5 day/week service as a pilot project. This is the amount the application was based on.

Michael noted that Janet Wright wanted to increase the service to access additional T-19 (Medicaid and Oregon Health Plan) funds to pay for the service. Michael stated that the 5 day/week service was very popular with the clients, but most were self-pay and not T-19s. Because of this, the funds to operate were being paid out of our existing 5310 funds, making them less available for our in-county DAR service.

Commissioner Heimuller requested a compilation of all CCR T-19 rides, by month, for the previous 3 years. Michael will get this information to the Board as soon as possible.

Michael also went over the accounting of CC Rider's current match requirements and showed that there are funds available for the 5310 Discretionary grant match requirement. The application is due to ODOT by January 22, 2018.

After discussion, there was Board consensus to schedule the grant application for the 1.17.18 consent agenda.

### **REQUEST TO LEASE COUNTY PROPERTY - OLD PORTLAND ROAD:**

Casey Garrett presented the Board with a proposal he received from Drakes Towing, who expressed interest in arranging a lease agreement to utilize a county owned lot, known as the Fisher property off of Old Portland Road. Drakes proposed clearing debris from the property and making other agreed upon improvements as part of the proposed lease arrangement. The Board directed Casey to do some research on what the market value is for leasing this type of space, and report back to them with his findings.

### **REQUEST AUTHORIZATION FOR NEW HIRES IN GENERAL SERVICES:**

While present, Casey provided the Board with budget and program information concerning County Facilities and Parks operations in support of a followup request to hire two additional full time employees. The Board informed Casey that, while they agree that the increased staffing would add value to both the Facilities and Parks programs, and that the information he provided is compelling, they still could not authorize this request until the county's FY19 budget issues were sorted out. Casey then asked for permission to, in the mean time, hire the requested full time Parks position through Cardinal Services staffing agency for the remainder of this fiscal year. The Board would agree with that as long as there are sufficient funds available in the Park's FY18 Temp Services budget but reiterates that there are no guarantees this position would transition into a permanent position.

### **EXECUTIVE SESSION UNDER ORS 192.660(2)(d):**

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(d). Upon coming out of Executive Session, no action was taken by the Board.

### **FY19 BUDGET DISCUSSION:**

Jennifer Cuellar, Finance Director, came before the Board to discuss options to close the remaining general fund budget gap in the amount of approximately \$2 million.

The easiest choices to move on are: 1) Reduce PERS reserve down to \$1 million; 2) Do not move all staff to 40 hrs/week; 3) SIP Economic Development dollars go to General Fund operations (not to the Roads Fund as requested); 4) Include \$250,000 in rock sale revenue.

The next tier of choices include: 1) Roads request for \$250,000 in general fund support cannot be funded; 2) Parks request for \$50,000 in general fund support cannot be funded; and 3) Fair initial budget of \$55,000 in general fund support cannot be funded.

Remaining items on the table include: 1) Reduce/eliminate general fund support of Transit; 2) Reduce PERS reserve below the \$1 million mark; 3) Re-institute full admin allocation (impact is higher admin allocation costs to special revenue funds); and 4) Personnel reductions.

After review and discussion, the choice is that reinstitution of the full admin allocation would likely be the least worst choice, however the Board wanted more analysis on the impact of this choice on all the special revenue funds that pay admin allocation. Jennifer will provide that information to the Board as soon as possible.

#### **EXECUTIVE SESSION UNDER ORS 192.660(2)d):**

The Board recessed the regular session to go back into Executive Session as allowed under ORS 192.660(2)(d). Upon coming out of Executive Session, no action was taken by the Board.

#### **FY19 BUDGET DISCUSSION (continued):**

The Board directed staff to bring back a draft balanced budget and admin allocation details and analysis the last meeting in January. In addition, the Board would like further details on the rock inventory on county properties. They also reiterated the importance of furthering the strategic planning process and obtaining a list of mandated service requirements for the County, for use during the budget processes in the future.

#### **PARKS COMMITTEE APPOINTMENTS:**

***Commissioner Heimuller moved and Commissioner Tardif seconded to reappoint Stephanie Klepel and Melvin (Dearl) Taylor to the Columbia County Parks Advisory Committee for a (4) year term. The motion carried unanimously.***

#### **PLANNING COMMITTEE APPOINTMENT:**

***Commissioner Tardif moved and Commissioner Heimuller seconded to reappoint Jeff VanNatta to the Columbia County Planning Commission for a (4) year term. The motion carried unanimously.***

#### **COMMISSIONER TARDIF - OUT OF OFFICE:**

Commissioner Tardif noted that he will be attending a NACo Forum on Health & Justice in Tennessee January 16-20, 2018.

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With nothing further coming before the Board, the meeting was adjourned.

Dated at St. Helens, Oregon this 3<sup>rd</sup> day of January, 2018.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Margaret Magruder, Chair

By: \_\_\_\_\_  
Henry Heimuller, Commissioner

By: \_\_\_\_\_  
Alex Tardif, Commissioner