

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

January 10, 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.

IGA #5422 WITH DEPARTMENT OF CORRECTIONS - MEASURE 57 FUNDS:

Sarah Hanson, Janet Evans were present for discussion on IGA #5422. Because Sarah wanted more time to review "Attachment A", no action was taken at this time. Once reviewed, Sarah will add to an upcoming consent agenda.

IGA BETWEEN ST. HELENS SCHOOL DISTRICT & COUNTY JAIL:

Sarah Hanson and Tony Weaver were present for discussion. Tony presented the Board with an agreement between the St. Helens School District and the County Jail, to provide a GED tutor for any inmate, 21 years old and younger, in the custody of the Columbia County Jail. The tutor is provided free of charge to the County and to the inmate. After review and some discussion, ***Commissioner Heimuller moved and Commissioner Tardif seconded to approve the IGA between the St. Helen's School District and the County Jail. The motion carried unanimously.***

PUBLIC HEALTH CONTRACT:

Michael Paul, Public Health Administrator, reviewed the status of the negotiations with the Public Health Foundation of Columbia County to implement required public health services as of 2/1/18. Commissioner Heimuller and Michael Paul will meet with Sherrie Ford, Director of the Foundation, and a member of the Foundation's Board on 1.12.18 to discuss the costs of the programs. Michael Paul provided summary:

The Foundation requests \$59,829, in addition to the state award of \$60,828, to run the Communicable Disease program. The total requested is ~\$121k per year.

Communicable Disease requires the County to: maintain a 365/24/7 phone line; conduct diagnostic and screening appointments; complete STI; tuberculosis, and HIV monitoring, observation and follow-up; investigate disease outbreaks, including waterborne and foodborne illness; complete communicable disease surveillance; communicate with response personnel to exercise control measures; and complete community-based programs for purpose of preventing communicable disease. Michael Paul reviewed OHA's triennial review and the quality improvement plan the Foundation completed.

The Foundation requests \$62,263, in addition to the state financial assistance award of \$15,768, to complete the Immunization program. The total requested is ~\$78,031. If the County contracts the program, the County must ensure contractor is a Vaccine for Children provider. VFC providers have to follow requirements for vaccine maintenance and storage, including temperature logs, etc, vaccine preparation and administration, complete an annual written plan for vaccine management, complete education about

immunization schedules and follow vaccine billing requirements, and report and document vaccine administration. The County or Contractor must also complete school exclusion requirements.

Commissioner Heimuller asked about billing for vaccines. He wanted to know whether the Foundation was billing correctly. The OHA triennial review stated the Foundation was not charging the maximum allowable amount, but that the problem was fixed. The Foundation has not made timely payments to OHA for vaccines. Michael reviewed the requirement for the County to provide vaccines for children and uninsured individuals.

Michael asked the Commissioners about what number they were considering for the budget, given that last year the Foundation received \$125,000. The Commissioners all agreed the number needed to be reduced since there is added cost of the Public Health Director. The Commissioners want to continue to negotiate the contract and consider other options, including reviewing revenue and costs from other programs. Commissioner Magruder asked about Public Health Preparedness and Environmental Health.

Michael stated that the Foundation does not request any money to complete the Public Health Preparedness or Environmental Health because the program costs are covered by the state grants and environmental health program. The revenue for Public Health Preparedness program is entirely from state grants, including \$76,000 for general requirements + \$25,000 for the Cities Readiness Initiative. Michael Paul discussed the environmental health program revenue from the state grant of \$46,956 to test community drinking water, and the licensing fees to inspect restaurants, food, pools, etc. The revenue for those programs cover the costs of the programs.

Michael mentioned that the public health and emergency management departments have similar work requirements and shared responsibilities, and that other counties complete the work in partnership with the emergency management department; not all counties have a full-time preparedness coordinator. Steve Pegram discussed some of the program requirements: 24/7 emergency response line; plans (e.g., Hazard vulnerability assessment); citizen preparedness outreach; equipment and communication; shared training plans; regional partnerships. Steve Pegram did not believe it was a good idea to bring the program to the county if the county was not willing to hire a preparedness coordinator.

Commissioner Heimuller asked whether the work could be completed with less staff. Michael Paul stated that Clatsop County completes the emergency preparedness program requirements using the Director, and 2 environmental health specialists. This makes sense because preparedness and epidemiology are included in the training to become an environmental health specialist.

Commissioner Magruder was comfortable further exploring the programs at the county; she wants to reduce the general fund dollars further and wants to know the organizational structure that will cost the least.

Commissioner Tardif would like to explore the option of keeping Preparedness and Environmental Health at the County and with hiring one additional staff member.

Michael informed the Board that Clatsop's Public Health Director, Michael McNickle, has offered to visit Columbia County to discuss the public health budget and the different organizational structures in Oregon. He can also answer the Board's questions

about staffing levels for the different programs since both counties have similar population sizes. The Board asked Michael to invite Mr. McNickle to the January 17th work session.

LAWRENCE ROAD GATE PERMIT CONDITION:

Mike Russell and Tristan Wood, Road Department were present to have a discussion on the Lawrence Road gate issue. The Road Department has established permit conditions as directed by the Board. The conditions include a requirement for someone to obtain liability insurance for the gate up to an amount of \$2,000,000. The neighborhood asked that this requirement be waived. After discussion, Commissioner Magruder and Tardiff supported keeping the liability insurance requirement, while Commissioner Heimuller thought it could be waived. With that direction, staff will work with the neighbors to identify who will carry the insurance policy.

TRANSFER PATCH TRUCK TO ST. HELENS SCHOOL DISTRICT:

While present, Mike notified the Board that the Road Department will be transferring an old patch truck to the St. Helens School District for their mechanic and construction classes. The truck is old and no longer in regular use by the department. Since the value of the truck is below \$2,500, there was no need for the Board to take action.

SOLE SOURCE PURCHASE OF INMATE MAIL SCREENER:

Brooke McDowall, Sheriff's Office, was present to request authorization to move forward with a sole source procurement on the Inmate Mail Screener produced by ChemImage. After a brief discussion, there was consensus of the Board to allow the Sheriff's Office to move forward with the next step of the sole source procurement process.

BOUNDARY LINE AGREEMENT WITH KEN BERNET:

Sarah Hanson, County Counsel, discussed a proposed boundary line agreement with the Board. She provided the Board with a draft agreement and explained that Ken Bernet requests that the County agree to a fixed boundary line between our adjoining properties at Chapman Landing. Because the legal descriptions use different calls and none are determinative of the location, it makes sense to agree to the line. Mr. Bernet commissioned a survey and legal description for the proposed line. The Board reviewed the proposed line and the agreement. With no further discussion ***Commissioner Heimuller moved and Commissioner Tardif seconded to approve the Boundary Line Agreement with Kenneth Bernet and Mary Ellen Bernet as co-trustees of the Frederick R. Bernet Revocable Trust and the Mary Ellen Bernet Revocable Trust and authorize the Chair to sign. The motion carried unanimously."***

LETTER OF INTENT FOR FISHHAWK PROPERTY:

Bob Braud, Realtor, presented the Board with a letter of intent to purchase the Fishhawk property. The most recent minimum bid was \$12,480. The offer from Marilyn Tucker is \$11,645.00, contingent upon her ability to secure title insurance. After discussion, there was Board consensus that Bob move forward with the sales process.

BRIEFING ON MARIJUANA AMENDMENT TO CCZO:

Todd Dugdale, Glen Higgins and Robin McIntyre were present for a briefing on the upcoming hearing on amendments to the Columbia County Zoning Ordinance, related to marijuana land uses. Review of the proposed new language addressing procedural coordination with State marijuana operations licensing, added requirements for air filtration and lighting glare prevention, along with new language prohibiting marijuana grows in the RR-5 zoning district. Staff referenced several contested marijuana grow applications in the RR-5 zone and noted some compatibility issues between residential uses and commercial marijuana grow operations. There was a brief discussion on testimony urging the Board to include an amendment to allow marijuana operations in the Airport Industrial(AI) zone.

PUBLIC RELATIONS BUDGET:

Karen Kane was present at the request of Commissioner Tardif for some discussion on the upcoming public hearing on Marijuana Land Uses. He asked that Karen contact the newspapers about this hearing, in hopes of obtaining some media coverage during the hearing. Karen agreed to contact the newspapers immediately.

Regarding her departmental budget, Karen cut her budget by 10% as requested by the Budget Officer. Karen noted that she will most probably need help in writing or editing for the new website and most definitely for a professional photographer to take pictures for the new website. Commissioner Tardif will contact Portland State to inquire about possible interns for these projects.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 10th day of January, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Henry Heimuller, Commissioner

By: _____
Alex Tardif, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator