

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

May 30, 2018

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

Commissioner Margaret Magruder called the meeting to order.

GRANT APPLICATION TO THE OREGON STATE MARINE BOARD:

Casey Garrett met with the board to request authorization to submit a grant application to the Oregon State Marine Board for financial assistance for repairs needed at the Gilbert River Transient Dock. Casey provided a copy of the application, supporting documents and copies of the County's Project Request Form with administrative review comments. Casey provided a brief summary of why the repairs were needed and actions that would need to take place to obtain approval to carry out the work described in the application.

Commissioner Henry Heimuller moved to grant authorization to Casey Garrett to submit the application to the Oregon State Marine Board under the condition that he obtained the necessary approvals and other required permits from Oregon Department of Fish & Wildlife, Department of State Lands and Army Corps of Engineers prior to beginning the work. Commissioner Alex Tardif seconded the motion. All three commissioners were present and all voted in favor of the motion.

EMPLOYEE PROCEDURES:

Jean Ripa talked to the Board about the 2008 election cycle where there were numerous complaints, nearly all unfounded, made against County employees. Most of these were in relation to the open seat of County Sheriff. At that time, due to the number and nature of the complaints, she worked with the then Board to put some parameters about what would be investigated. Anonymous complaints without much detail or over low level concerns (which are much easier to make now through social media) were not investigated, as that was not a reasonable option. Employees who are investigated have the right to know who has made a complaint against them. If complaints are anonymous and without much detail, there is no feasible method by which to pursue them. She recommends that all complaints which may come in to the County be directed to Human Resources for processing. HR might look into them directly or ask the department involved to do so or might determine that there was not enough information or substance to the complaint to warrant review. After discussion, the Commissioners came to consensus that all election related complaints would be funneled to HR, where appropriate action would be taken.

ENVIRONMENTAL HEALTH PROGRAM:

Mike Paul, Public Health Administrator: Commissioner Henry Heimuller provided

Michael Paul with a letter from the Public Health Foundation of Columbia County's Board. Michael Paul informed the Board that he wasn't aware the Public Health Foundation's Board hadn't received information that the County intended to continue its contract. The Commissioners directed Michael Paul to draft a letter to the Public Health Foundation indicating intent to contract.

Michael Paul informed the Board that he received an email from the Director of the Public Health Foundation of Columbia County with a request for a letter of support to change the medical sponsor of school-based health center in Clatskanie from Yakima Valley Farmworkers Association to the Public Health Foundation of Columbia County. The Board instructed Michael Paul to obtain more information about the reasons for the change and the implications for Yakima Valley Farmworkers.

BRIEFING ON LAWRENCE ROAD AND CARVER ROAD ISSUES:

Mike Russell, Road Department Director, and Lonny Welter, Transportation Planner met with the Board to discuss Lawrence Road and Carver Road.

Lawrence Road:

Mr. Russell explained that as a result of the neighborhood requesting a gate be installed on the road, staff have determined that there is no public right-of-way along what is being called Lawrence Road. Upon establishing the subdivision (circa 1930's) the original property owner platted lots with a space between them to allow for access. Staff have been unable to find any documentation that ever established this gap as a public or county maintained road.

As such, Mr. Russell has drafted a letter to the neighborhood apprising them of this and stating that the County will no longer recognize, manage, or maintain Lawrence Road.

Commissioner Henry Heimuller asked if there was an easy way for property owners to get the road legalized and maintained by the County. The group discussed the fact that the original owner of the property that platted it, is likely still the owner of the gap between lot lines. Ms. Hanson said there would need to be a search for a current property owner to affect the dedication to the County and that should be done by the property owners, not the County.

Mr. Welter related a similar case on Canaan Road where they determined the original owner who platted the subdivision, owns the property that was not sold as tax lots.

Commissioner Alex Tardif suggested that the County could assign a tax number to the gap and have this portion of property go through the foreclosure process (about 4 years). At that point it becomes a County-owned property and the County could dedicate and legalize it as the property owner.

Sue Martin, County Tax Assessor, came into the discussion and said that there are properties that have been created with no tax lot number. In those cases, she confirmed that she has assigned a tax number with an "unknown owner" and the property has eventually become county-owned through the foreclosure process.

Mr. Russell asked the Board for direction on whether to send the letter as written. The Board agreed that Mr. Russell should send the letter. Mr. Russell said that he hopes this will spur questions from the neighborhood and he can talk to them about their options such as finding an owner, forming an LID, or other ways to legalize the road.

Carver Road:

Mr. Russell explained that there is a developer who is wanting approval from Clatsop County to develop property that accesses from a dike road in Columbia County. Clatsop County has asked the developer to gain acknowledgement from Columbia County that there is legal access to the property.

Currently, residents access the area from Carver Road within Columbia County. In researching this, staff was unable to find any documentation that Carver Road was dedicated or legalized and a County-maintained road, although the County has been maintaining it. As such, Columbia County is not able to give Clatsop County any assurance that there is legal access to the development.

This case brought up the larger issue of the Clatskanie dike road system and the fact that several of the dike maintenance roads, which Columbia County has been maintaining, do not have dedicated right-of-way.

Commissioner Margaret Magruder said she would take the lead on the Carver Road issue as a pilot project to see if there was a good process for getting these roads legalized. She was willing to work with property owners along Carver Road from Hwy 30 to the gate to begin dedications.

Commissioner Henry Hiemuller asked if the developer should bear some of the cost or responsibility for doing this work. Commissioner Margaret Magruder said she wanted to take this on and get these roads legalized so that citizens do not see an impact to road maintenance services they have grown to expect. Staff discussed the need to develop a plan for the other approximately 11 miles of dike road based on what we find out going through the Carver Road process and come back to the Board for further discussion.

REQUEST TO FILL (3) POSITION IN ASSESSORS OFFICE:

Sue Martin, County Assessor, requested to create and fill three new positions and to authorize a promotional opening for an existing position. Sue explained that these positions are all included in 2018-19 budget. After the resignation of one of the Property Appraisers earlier this year, a review of our current needs resulted in an overall restructure of some of the positions in the Assessor's Office to meet those needs.

Commissioner Alex Tardif made a motion to approve the creation of the position of GIS Program Manager and assign to FLSA exempt salary range E05 and to authorize the County Assessor to promote one FTE to the position of GIS Program Manager. Commissioner Henry Heimuller seconded the motion. Commissioner Margaret Magruder called for discussion and the vote, it was unanimously approved.

Commissioner Alex Tardif made a motion to approve the creation of the position of GIS Technician and assign to AFSCME 1442 salary range 24 and to authorize the County Assessor to fill 0.50 FTE GIS Technician, effective July 1, 2018. Commissioner Henry Heimuller seconded the motion. Commissioner Margaret Magruder called for discussion and the vote, and it was unanimously approved.

Commissioner Alex Tardif made a motion to approve the creation of the position of Appraisal Supervisor and assign to FLSA exempt salary range E04 and to authorize the County Assessor to promote one FTE to the position of Appraisal Supervisor, effective July 1, 2018. Commissioner Henry Heimuller seconded the motion. Commissioner Margaret Magruder called for discussion and the vote, and it was unanimously approved.

Commissioner Alex Tardif made a motion to authorize the County Assessor to promote one FTE to the position of Property Appraiser 2, effective July 1, 2018. Commissioner Henry Heimuller seconded the motion. Commissioner Margaret Magruder called for discussion and the vote, and it was unanimously approved.

RE-AUTHORIZATION OF SOUTH COLUMBIA COUNTY ENTERPRISE ZONE:

Chuck Daughtry, Columbia County Economic Team Director, was not present, rescheduled for June 13,2018.

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

Dated at St. Helens, Oregon this 30th day of May, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Henry Heimuller , Commissioner

By: _____
Alex Tardif, Commissioner

By: _____
Jacyn Normine
Board Office Specialist