

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

June 13, 2018

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

Commissioner Magruder called the meeting to order.

**BOARD DISCUSSION ITEMS:**

- Judge Grant was present to discuss transitional housing. She shared an email she received from Courtney Vaughn from the Spotlight that was a bit confusing. The issue at hand is the procedure for admission to transitional housing. This involves the Adult Corrections and all Judges. Because there has been some mis-communication or misunderstanding, the Board decided to schedule a meeting with Janet Evans, Justin Hecht, David Brooke, Judges Callahan, Grant and Grove, all in the same room to talk this out and determine if any changes are needed.
- Commissioner Magruder addressed Karen Kane's job title and that Karen has used a couple of different titles. The Board previously spoke with Karen about this, but it continues. Commissioner Magruder will talk with Karen again and insist that she use the job title for the position she was hired for.
- After a brief review, ***Commissioner Heimuller moved and Commissioner Magruder seconded to approve Community Action Teams application for Vets Suicide Awareness funding and authorize the Chair to sign. The motion carried unanimously.***
- *Commissioner Heimuller moved and Commissioner Magruder seconded to approve the county donation of \$1,000 to RSVP for the My Fair Lady luncheon, which serves seniors, veterans and disabled on the opening day of the Fair. The motion carried unanimously.*

**COURTHOUSE SPACE USE STUDY:**

Casey Garrett met with the Board to present a preliminary budget and work plan for relocating the Board meeting room to the Main Floor Annex meeting space. The project would entail removing the existing kitchen spaces and walls that separate the Main Floor Meeting Room space from the old Surveyor's counter space to make a larger public meeting area. In addition, the Boards existing public meeting room (Room 308) would then be converted into office spaces and/or flex meeting room space. Casey is confident the project could be substantially funded with \$50,000 of the remaining excess loan proceeds left over from Courthouse Fire System, HVAC and Lighting upgrades that took place several years ago. The Board was in favor of moving forward with this proposal and directed Casey to proceed with project planning.

There was additional discussion regarding space use within the Courthouse. Casey provided floor plans that identified spaces currently occupied by each department, along with another set of floor plans showing several reconfiguration concepts designed to improve the use of space, flow of operations and customer service. The Board directed Casey to continue working on reconfiguration concepts and report back to them as he progresses.

Casey then asked for authorization to fill two vacant positions after July 1st, 2018. (1) Facilities Services Technician and (1) Parks Maintenance Worker. After some discussion, ***Commissioner Heimuller moved and Commissioner Tardif seconded to authorize Casey to fill both positions as discussed, after July 1, 2018. The motion carried unanimously.***

### **RE-AUTHORIZATION OF SOUTH COLUMBIA COUNTY ENTERPRISE ZONE:**

Chuck Daughtry, CCET Director, came before the Board to discuss the proposed re-designation of the South Columbia County Enterprise Zone. After discussion, Chuck was asked to obtain information to clarify whether the request is for “re-authorization” or “re-designation” and whether there are substantive changes from the prior approved agreement. Chuck will bring that information back before the Board at a later date.

### **EMPLOYMENT AGREEMENT:**

Jean Ripa reminded the Board that PERS retirees were subject to a 1040 hour working limit per calendar year after retirement. There are serious consequences to the retiree and the County if this is exceeded. There are only two exceptions which allow for unlimited work hours: one is for certain retirees who may work for the Sheriff's Office and the other is when a retiree reaches a certain age. The County has a form Employment Contract which it enters into with such retirees to make it clear that, even though they may work more than 1040 hours, they are still not eligible for any benefits. This is required to the County's various rules and contracts with benefit carriers. She has provided such a contract with Todd Dugdale for the Board's review. The Board directed her to place the contract on the next consent agenda for approval.

### **REORGANIZATION PROPOSAL:**

Jean Ripa and Mike Russell were present. Jean reported on the research conducted, which the Board had requested from her last week, in relation to the Reorganization Proposal and the re-naming of the Land Development Services Department. Her research showed that half of the counties our size use the term Community Development, while the others use different titles. The Board felt differently about the title and indicated that they would not pursue this right now. Jean reminded them that some of the decisions regarding this Reorganization Proposal must be made in time to begin the recruitment to replace Todd Dugdale by the end of the calendar year. The Board asked Mike Russell what he thought about the proposal. Mike noted that the administration of the depletion fee was a good fit for the Road Department as was the solid waste program. There is office space and support available for both programs. It might even enable the County to expand the Solid Waste program. The consensus from the Board was to move forward with the proposal. There is much detail work to be

done to make it all happen. They would formally approve the various parts as they came back before them for approval of updated positions, ordinances, etc.

**CONVERT LEASE OF SHERIFF VEHICLES TO A PURCHASE::**

Steve Sallee, Chief Deputy, came before the Board to request authorization to complete the purchase of four patrol cars to be used in Sheriff's patrol functions. The initial proposal that was approved by the Board a few months ago was to lease said vehicles. However, it was determined by County Counsel that leasing did not meet the State procurement requirements. Therefore, it was decided to convert the request to a purchase. After review and some discussion, ***Commissioner Tardif moved and Commissioner Heimuller seconded to approve the Purchase Order and authorize the Chair to sign. The motion carried unanimously.***

**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.

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

Dated at St. Helens, Oregon this 13th day of June, 2018.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

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

By: \_\_\_\_\_  
Jan Greenhalgh  
Board Office Administrator

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