

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

July 25, 2018

The Columbia County Board of Commissioners met in scheduled session with Commissioner Margaret Magruder and Commissioner Tardif. Commissioner Henry Heimuller was not present.

Commissioner Magruder called the meeting to order.

CC RIDER TRANSIT UPDATE/PROGRESS:

Todd Wood, Transit Director, came before the Board to present an update and what progress has been made at the transit center. Discussion was held on a new contract for T-19 medical services that will be appearing on next week's consent agenda. Todd informed the Board that Tillamook would be taking this over once the contract is approved. County Counsel is reviewing the contract at this time. Todd also discussed the Portland Community College contract and the increase in our rate, based on cost of living. Todd gave an update on our transit system including ridership and that he has hired John Dreezen as a temporary coordinator. He will be hiring a new administrator soon. Discussion was held on the short and long term plans for transit, including re-branding, route assessment, and funding. Also discussed was Transit vs a Service District, STIF funding and requesting funds from TriMet as a part of last mile service, included in their STIF funding. Todd asked the Board for direction on what types of information they are looking for in the future meetings. They responded that ridership and financial numbers are the most important at this time.

EXECUTIVE SESSION UNDER ORS 192.660(2)(h) - Litigation:

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(h). Upon coming out of Executive Session, ***Commissioner Tardif moved and Commissioner Magruder seconded to approve the Opt-In Notice for the PILT class action, Kane County, Utah v. United States, Case Nos. 17-739C and 17-1991C and authorize Sarah Hanson to sign. The motion carried unanimously.***

CHANGES TO CONTRACT FOR ROBINETTE ROAD CULVERT REPLACEMENT:

Mike Russell and Tristan Wood, Road Dept, were present to discuss changes to the contract for the Robinette Road Culvert Replacement. Due to bidding in late June of 2017, project costs have escalated for construction in July 2018. TFT Construction Inc. requested additional funds due to the project changing from a Concrete Arch Pipe to a multi-plate Steel Arch structure. This was a significant change from the original design bid in June 2017. TFT is requesting an additional \$35,100 to cover additional labor needed to assemble the multi-plate structure.

Commissioner Tardif is very concerned that we were being asked to escalate the costs under a contract that was already negotiated and executed. He wanted to know if the Scappoose Bay Watershed Council could share in helping pay for the increase in cost. Mr. Russell explained that staff had asked the Council to help, but they were unable to

provide any more resources to the project beyond the grant amount they received. Mr. Russell explained that the Road Department budget does have \$40,000 identified for the project which should cover the additional cost. After discussion, there was Board consensus to have Tristan and Robin McIntyre move forward with a contract amendment with TFT Construction Inc. for an additional \$35,100.

ROAD DEPARTMENT POSITIONS:

Mike Russell, Tristan Wood and Jean Ripa were present to discuss the positions within the equipment maintenance shop for the Road Department. Discussion was on re-titling the position of Mechanic to Senior Mechanic, along with adding a new mechanic job description which would be a classification below Senior Mechanic. The current Lube Service Worker would move to Mechanic, current Mechanic would be retitled to Senior Mechanic.

This change in structure would allow for future growth within Columbia County to allow for the Road Department to build and create a fleet services division within the Public Works structure. Opening the door in near future to maintain other County fleet vehicles. We still plan to retain the Lube Service Worker position, as this is an ideal candidate for incoming entry level mechanics within the structure, and could be a future need with the added fleet vehicles to maintain.

After discussion, Commissioner Tardif moved and Commissioner Magruder seconded to approve the assignment of the revised Mechanic job description to AFSCME Local 697, salary range 23. The motion carried unanimously.

Further, Commissioner Tardif moved and Commissioner Magruder seconded to approve the creation of the position of Mechanic Senior and assign to AFSCME Local 697, salary range 24. The motion carried unanimously.

HIRING PROCESS FOR LDS DIRECTOR:

Jean Ripa reminded the Board that, as long as the criteria for a hiring process are discussed publicly in advance, the interviews of the candidates can occur in executive session. The minimum qualifications are as in the job description and would be posted in the recruitment for Land Development Services Director. She will be timing the start of the recruitment with a goal of having a new hire on board by early to mid December. The Commissioners indicated that they wished to follow the process utilized in the several recent Director level hires. Applicants would be initially screened in Human Resources for meeting the minimum qualifications. Accepted applications would then be passed to the Commissioners who would mark whom they wish to interview. Jean Ripa would coordinate the scheduling of the interview process. There would probably be an initial interview of numerous candidates (depending on how many were received) and then a second interview of final candidates. The Board felt that Robin McIntyre, Counsel and Todd Dugdale, would make good technical advisers on the interview panel. The Board gave general direction to move forward with the recruitment.

EXECUTIVE SESSION UNDER ORS 192.660(2)(e) - Real Property:

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(e). Upon coming out of Executive Session, ***Commissioner Tardif moved and Commissioner Magruder seconded to direct staff to contact the Ashleys to request a letter from their lender specifying the minimum release/limit on mineral rights they need from the County in order to complete their dwelling. The motion carried unanimously.***

Further, ***Commissioner Tardif moved and Commissioner Magruder seconded to direct staff to contact the attorney for Violette's Villa to determine the value of the requested amendment to the County's mineral interest.*** The motion carried unanimously.

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

Dated at St. Helens, Oregon this 25th day of July, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Not Present
Henry Heimuller, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator

By: _____
Alex Tardif, Commissioner