

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

August 15, 2018

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

Commissioner Heimuller called the meeting to order.

BOARD DISCUSSION ITEMS:

- The Board received an email from Coleen Belisle, on behalf of the Multnomah Channel Clean-Up crew. This is a totally volunteer group made up of local homeowners and Scappoose Boy Scouts. SOLV assists with materials, tools and an online portal to volunteers. She provided a list of all the trash collected last year. Because this is a totally volunteer group, they do not have the funding to pay for the disposal fees. The group is asking if the County could possibly waive the disposal fees. The Board discussed the request and determined that more information is needed from Kathleen-Boutin-Pasterz, Solid Waste Coordinator and Casey Garrett, Maintenance Director. It may also be helpful to contact Hudson Garbage to see if they may be willing to work with this group.
- Commissioner Tardif reported on the Tourism Committee's kick-off meeting last night in Rainier. There was representation for most all cities. A lot of discussion was held on funding of projects. John Walsh, City of St. Helens, mentioned the \$30 million hotel project, with the second phase costing an additional \$20 million.

PERMIT ISSUE ON LOST CREEK ROAD - TIM MILLER:

Mike Russell, Road Department Director, met with the Board to discuss an issue brought up in public testimony during the Board's morning meeting regarding a road access issue on Lost Creek Road for Mr. Tim Miller. Mr. Miller is trying to refinance his home loan and is being required by the lender to get a final occupancy inspection on the home from permits that expired in the late 1990's. Mr. Miller is financially unable to construct the driveway access to standard at this time. Land Development Services is unable to perform the occupancy inspection until the access is completed.

Mike explained that the Road Department had issued the prior property owner, Mr. Allen, a road access permit in 1998 that was accompanied by a \$500 deposit. In 2004 the Department inspected the site and noted that the driveway had not been constructed. The Department sent a letter addressed to Mr. Allen (at the site address) to notify him that the permit would expire and that the \$500 deposit would be forfeited to the County. Unbeknownst to the Department, the property had been foreclosed on and ownership had changed to Mr. Miller around 2000.

Todd Dugdale, LDS Director, discussed the timing of permits issued to Mr. Allen and then subsequent permits issued to Mr. Miller to finish the septic system installation on the property.

Commissioner Heimuller asked if there was some accommodation that could be given to Mr. Miller, as it appeared that the County may not have informed him of the unfinished permits left from when Mr. Allen owned the property.

Assistant County Counsel Robin McIntyre said that it would be important to get some assurance that the road access would be completed and suggested that the County work with the lender to set up an escrow account that could hold a \$2,000 deposit once the loan funded, consistent with the current ordinance related to access permits, thereby allowing the Road Department to sign-off and release LDS to perform the occupancy inspection.

After discussion, there was Board consensus to direct staff to proceed with discussions with the lender to see if the escrow account idea would satisfy their requirements regarding the loan process.

T-19 MEDICAL RIDE CONTRACT WITH TILLAMOOK COUNTY:

Todd Wood and Robin McIntyre were present to discuss the T-19 Medical Ride Contract with Tillamook County. Todd explained that Tillamook had taken over the contract and a new contract needed to be signed. Robin addressed the provisions of the contract she felt needed to be revised. Todd added a provision that needed to be revised. The Board directed Todd to go back to Tillamook in an attempt to get the contract revised.

CONTRACT WITH PORTLAND COMMUNITY COLLEGE:

While present, Todd also addressed the Portland Community College contract and how the language in the contract uses the CPI as a negotiating number. He stated the local CPI is 4.1%, but PCC is using the national CPI of 2.1%. After some discussion with Portland Community College, Todd has brought the contract to the Board reflecting the 2.1% increase. After some discussion, the Board directed staff to have this prepared for the next consent agenda.

APPLICATION FOR STIF FUNDS FROM TRIMET:

Todd then brought forth an application for STIF funds from TriMet to increase service on lines 1 and 2. After discussion, the Board directed Todd to move forward with submitting the application to TriMet.

CONTRACT WITH SUNSET EMPIRE IS EXPIRED:

Finally, Todd gave a brief overview of intercity funds and the now expired contract with Sunset Empire. The contract will need to be revised and discussed at a later date.

AERO EXTENDED ENTERPRISE ZONE ABATEMENT:

Chuck Daughtry, CCET, was present to request approval of the AERO Extended Enterprise Zone Abatement. Because of the ownership vs lease issue, the Board was

not ready to approve this abatement. It was determined that Chuck schedule a meeting with AERO to allow the Board to tour the facility. Chuck will work with Jan to get that scheduled.

REQUEST FOR GUIDANCE ON USE OF LOAN PROCEEDS BALANCE:

Jennifer Cuellar and Casey Garrett were present to discuss the status of currently approved capital projects to be paid for out of the Loan Proceeds funds.

- The final chiller payment is waiting disposition of a code issue with access railing on chiller's roof top installation, involving the City of St. Helens Code Officer and the contractor. Casey is holding the final payment until this issue is resolved.
- On the Server room project, the new projected cost of the fire suppression system recharge bid is higher than the most recent estimate (\$20,000 vs. \$27,000). It is difficult getting bids for this very specialized contracting work. Discussion was held on the concerns about the cost of the project, time it has taken to get it done and assurance that high cost fire suppression system recharge option will actually even work. Casey will double check the code and whether opting for a non-specialized water sprinkler system is even permissible.
- Discussion on options for the remaining balance, now estimated at around \$67,000 followed. Commissioner Tardif proposed that the direction for staff from the Board, should be to pursue the new Commissioners meeting room capital project (\$50k est) as the first option. Any balance remaining would offset capital ERP costs in FY19, allowing the loan proceed funds to be fully spent during FY19. As the full ERP capital costs are budgeted, utilizing the loan proceeds funds for this purpose will free up an equivalent amount of unrestricted dollars. These funds should be set aside in a reserve account for the Board to determine how those dollars should be used. Commissioner Heimuller supports that option. He noted that these funds might be used for additional courthouse capital project work proposed as part of the General Service Director's space plan for the Court house.

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, no action was taken by the Board.

FY18 Q4 INVESTMENT REPORT:

Jennifer Ceullar, Finance Director, presented a status update on the investments and work with Government Portfolio Advisors, now in its second year of activity. The loss on paper for June 30 represents what will be included in our financial statements at the end of the year. No funds were actually lost, it's the market value of the government securities in the county's investments that declined with time, given the rise in interest rates this year. Last week, the first holding matured and it was reinvested in a treasury bond, along with an additional \$1 million that was previously held in the Oregon State

Treasury because now the return on government securities is exceeding the return from OST's short term fund, adding to its value to the County of being a lower risk holding than money held in the short term fund.

Jennifer gave a brief update on the PERS investment opportunity to earn 25 cents on the dollar passed in the prior legislative session: the application process is still being discussed by the state agencies involved. Staff remains ready to assure that the County's application to access this incentive program and invest the reserve funds it has built over the last several years is submitted as soon as the methodology to do so is established.

Jennifer reported on the F&T staffing structure. Options to organize things differently merit consideration, particularly given importance of completing the ERP implementation during FY19, as well as needs to tackle a number of other strategic activities going forward. The Board's support during staffing transition and suggestions are sincerely appreciated. Jennifer is also very excited about the staffing additions made to date and the skill sets available to the team.

EXECUTIVE SESSION UNDER ORS 192.660(2)(f) - Exempt Records:

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

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

Dated this 15th day of August, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Henry Heimuller, Commissioner

By: _____
Alex Tardif, Commissioner