

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

October 24, 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:

- The Board discussed the interviews recently conducted with the candidates for the position of LDS Director. It was the consensus of the Board to direct Jean Ripa to re-advertise the position and include that listing in Neogov and the AOC List Service. r.
- Jan Greenhalgh informed the Board that Knife River has agreed to donate \$500 towards the purchase of product for the product tasting event at the AOC Conference.

RECLASSIFY OFFICE SPECIALIST & PLANNING SECRETARY TO PERMIT TECHNICIAN:

Todd Dugdale, LDS Director, reviewed the Board Communication outlining the basis for the request to reclassify the Office Specialist and Planning Secretary positions to Permit Technician. The reasons cited were that these positions currently are being asked to perform Permit Technician duties and the plan for the front office function is to upgrade the capability of front office staff to be able to handle more client needs without having to call up professional staff to the counter. This will improve the efficiency of professional staff work and will provide more immediate customer service at the counter. Todd provided a personnel cost form with the cost of the reclassifications for the remainder of FY19, which are \$524 for the Planning Secretary and \$4664 for the Office Specialist. There is a current recruitment for a Permit Technician. If the reclassifications are approved three Permit Technicians would be appointed from the eligibles list. After review and discussion, Commissioner Magruder moved and Commissioner Heimuller seconded to approve the two reclassification requests. Commissioner Tardif voted nay. The motion carried.

DECISION ON LIVESTOCK KILL:

Tiffany Johnson, Assistant County Counsel, presented the Board with the final Order to address decisions made by the Board during their deliberations on the livestock kill hearing held this morning. After review, ***Commissioner Heimuller moved and Commissioner Tardif seconded to approve Order No. 47-2018, "In the Matter of the Livestock Attack by Dogs Owned by Kristin McGlothen". The motion carried unanimously.***

EMERGENCY OPERATIONS PLAN:

Steve Pegram, EOC Director, came before the Board to further review new Emergency Operations Plan. After review, the Board referred the plan to the next consent agenda for approval.

UPDATE ON EVACUATION DRILL/EVERBRIDGE EXERCISE:

While present, Steve Pegram reported that the evacuation drill is on schedule. No action needed.

ANNUAL REVIEW OF INVESTMENT POLICY:

Jennifer Cuellar, Finance Director, came before the Board to present the annual review of the investment policy. The Board reviewed the current investment policy in accordance with the policy's annual requirement, and concurred with the recommendation that no changes to the policy are needed this year.

PUBLIC HEALTH ISSUES:

Michael Paul was scheduled to meet with the Board, along with Sherrie Ford or a Public Health Foundation representative. They were to present a proposed capital improvement to the County's building on Gable Road. No representative attended. The Board reviewed the materials provided by the PHF. The request did not contain a grant approval letter detailing the funding source or any funding restrictions. After review and discussion, ***Commissioner Tardif moved and Commissioner Heimuller seconded to deny the request. Commissioner Magruder voted nay. The motion carried.***

Jan Greenhalgh was directed to invite Sherrie Ford to attend the October 31, 2018 Board meeting.

TRANSIENT LODGING TAX:

Sarah Hanson, County Counsel, discussed a proposed transient lodging tax measure with the Board. The Board discussed the timing of the measure. The County will plan to put the measure on the November, 2019 ballot. The Board will continue to consider the amount of tax to be proposed in the measure. No action was taken.

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.

PURCHASE OF NEW ROAD DEPARTMENT PATCH TRUCK:

Tristan Wood, Assistant Director Road Department and Michael Russell Director Road Department met with the Board regarding the purchase of a new Patch Truck. The cost

the truck should not exceed \$43,000, with accessories and dump box to cost around \$18,000 with a separate provider. Northside is the Fleet Dealer for Ford which is the existing manufacturer the County has on all current patch trucks. Tristan will check with GM and Dodge to see what else may be available. The County is trying to keep the fleet consistent and Ford might be the best option. The Board gave support for the Road Department to move forward with the purchase of a patch truck.

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

Dated this 24th day of October, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Henry Heimuller, Commissioner

Jan Greenhalgh

By: _____
Alex Tardif, Commissioner