

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

January 9, 2019

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

Commissioner Heimuller called the meeting to order.

**BOARD DISCUSSION ITEMS:**

- Steve Pegram and Michael Paul were present to discuss the Ambulance Service Advisory Committee (ASA). At a work session some time ago, the Board had directed Steve Pegram to get the ASA committee up and running again, because of the liability to the county if the mandated reporting is not collected and reviewed. Steve explained that the membership met around the end of 2017 and voted not to do anything further until the change of the program is moved from EOC to Public Health. Commissioner Heimuller stated that was not the committee's decision to make. They need to start meeting again, as soon as possible. It was noted that the County has already got a mark from OHA for the ASA not meeting. Mike has checked with other counties and oversight is generally under the Public Health Office. However, Mike is very short staffed, perhaps Anne Parrott can help on this. Steve agreed that his staff would be able to help Mike with updating the plan and getting the committee up and running. There was some lengthy discussion on the liability issues, updating the plan, transferring oversight to Public Health and the ASA committee. The long and short is that the County is obligated to do this and it can't be held off any longer. It was decided to get all the information gathered and have more discussion on this at the 1.23.19 work session.
- Commissioner Magruder informed the Board that she has confirmed a meeting on 1.23.19 at 10:00 am to meet with representatives from Multnomah County on the Cornelius Pass improvement project.
- Steve Pegram is working to set up a tour of Dyno Nobel and will get that information to the Board.
- Commissioner Magruder reported on a tax bill owed by Jim and Kathy Brake. It appears that the County was not aware of the new building on their property so no tax billing was ever sent out. The County can go back 3 years to collect on these types of matters. The Brake's will most likely appeal this, but she just wanted to bring this up should the other Board members receive a call.
- Commissioner Magruder addressed the Entry & Testing Authorization form from AT&T, who is looking at the Fairgrounds to possibly site an AT&T tower. County Counsel has reviewed the form, but the decision to allow is up to the Board. Commissioner Heimuller will bring this up to the Fair Board members to see if this is something they may be interested in.

- The county needs to appoint an official to sit on the O&C Board. With little discussion, **Commissioner Tardif moved and Commissioner Heimuller seconded to appoint Commissioner Magruder to the O&C Board. The motion carried unanimously.**
- The Board has received a request to allow Lindsey Elder purchasing authority up to \$5,000 and a county credit card. There is also a request from County Counsel to authorize Julie Stenberg purchasing authority up to \$1,000 (no credit card). The Board would first like to get a list all of county employees that have a credit card before making any decisions on Lindsey Elder. However, as for the other request, **Commissioner Magruder moved and Commissioner Tardif seconded to give Julie Stenberg purchasing authority up to \$1,000 and authorize the Chair to sign the letter. The motion carried unanimously.**
- There is also a request to give Jan Greenhalgh purchase authority on the Amazon Business account. This was carried over from last week to allow Sarah Hanson to review. With no concerns, **Commissioner Magruder moved and Commissioner Tardif seconded have Jan Greenhalgh added to the Amazon Business account for Columbia County. The motion carried unanimously.**
- **Commissioner Tardif moved and Commissioner Margruder seconded to approve the letter of support to the City of St. Helens for the 2018-2019 RTCP Destination Development Investment Program. The motion carried unanimously.**

#### **EXECUTIVE SESSION UNDER ORS 192.660(2)(h):**

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, no action was taken by the Board.

#### **ROAD DEPARTMENT BACKHOE:**

Robin McIntyre, Assistant County Counsel briefed the Board on an upcoming contract for the purchase of a John Deere backhoe for the Road Department. Robin explained that the purchasing contract will have an indemnity clause that limits the vendor's indemnity to its negligence rather than the County's form language with requires full indemnity unless the County is solely negligent. She also asked the Board to approve US Bank's financing proposal for the backhoe. After discussion, **Commissioner Magruder moved and Commissioner Tardif seconded to approve the US Bank financing proposal and authorize the Chair to sign. The motion carried unanimously.**

### **VARIOUS TRANSIT MATTERS:**

- Todd Wood and John Dreeszen, Transit, came before the Board to discuss the pending Advisory Committee application and the status of overall committee membership. It was agreed that additional outreach for members should be conducted, including a solicitation at the upcoming public comment session, and that future candidates should be interviewed by the Commissioners prior to being approved as committee members.
- Transit Administrator Wood presented an updated FY19 budget forecast for the Transit Department, highlighting the lack of community contributions available for use as matching funds, the challenges of paying back the General Fund loan while simultaneously achieving expense reductions, and the escalating need to pursue additional public funding through some sort of property or payroll tax. Wood and Transit Coordinator Dreeszen expressed their belief that additional, more significant cuts than those already proposed, could be implemented to a point where additional public funding may not be necessary, but that remaining service levels at that point would be a small fraction of those anticipated after the current round of cuts. Commissioner Heimuller confirmed that the need for additional public funding had been a topic of discussion since at least 2007. Commissioner Tardiff asked Transit staff to prepare a three-year budget projection for the department under several different sets of assumptions.
- Staff reported that a draft RFP for a new operator/contractor was in the final stages and would be forwarded to Counsel and Procurement staff within a few days. The RFP timeline has been truncated by ten weeks relative to three years ago due to the early contract withdrawal of current contractor MTR Western.
  - Administrator Wood was asked to plan on attending Commissioner Work Sessions on a weekly basis until further notice.
  - While present, Todd Wood mentioned that with all three Commissioners planning on attending the January 15<sup>th</sup> public comment session, staff was reminded to make sure adequate notice is published and that proper preparations are made for seating, coffee & water, and comment moderation/control.

### **EXECUTIVE SESSION UNDER ORS 192.660(2)(a)(d):**

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

### **INMATE MAIL SCREENER:**

Brooke McDowell, Sheriff's Office, was present to discuss the contract negotiations for the Inmate Mail Screener. There was discussion held on the limitation of liability. No action was taken at this time.

**PUBLIC HEALTH UPDATES:**

- Michael Paul, Public Health Coordinator, presented the Board with an update on Public Health. He reviewed the status and process of measles case investigation in Columbia County. Discussion was then held on the transfer of onsite and drinking water to Public Health on 1/1/19. Michael informed Board about the comment period on CCO 2.0 Request for Application. He also discussed the preparation for school exclusion day on February 20.
- Michael then addressed the results of the Oregon Health Authority Triennial Review of the Public Health Department. Commissioner Tardif noted comments in the review of the Public Health Preparedness review, including the need for a Public Health Advisory Committee, an updated Ambulance Service Advisory Plan and a Medical Reserve Corps. Michael informed the Board of compliance findings and the timeline for corrective actions. He is working with County Counsel on several items, including an update of the health information and privacy policy, a new hearing process for licensed facilities, inclusion of more specific submonitoring procedures in the next contract with the Public Health Foundation and a policy and procedure for updating Civil Rights and nondiscrimination policies.

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

Dated this 9<sup>th</sup> day of January, 2019.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By:  
Henry Heimuller, Chair

By: \_\_\_\_\_  
Margaret Magruder, Commissioner

Jan Greenhalgh  
Board Office Administrator

By:  
Alex Tardif, Commissioner