

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

**WORK SESSION MINUTES**

**February 6, 2019**

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

**BOARD DISCUSSION ITEMS:**

- Commissioner Heimuller will be attending the Fair Board workshop tonight. Jake Sperley, a new Board member has brought up the idea of the Fair having a free gate and then charge a fee for all entertainment venues. Commissioner Heimuller will strongly advise that they have a business plan in place before going with a free gate. Once the gate becomes free, it's nearly impossible to go back to charging an entrance fee.
- Commissioner Tardif addressed the 14 flood mitigation properties in Vernonia belonging to the County. The City of Vernonia is wanting one of those properties, but something needs to be done with the rest of them to get them off our books.
- Commissioner Tardif addressed the Revenue Committee membership. If there is no objection, he will contact Scott Parker to see if he would be interested in serving on this committee. That said, there is already a list of interested persons that need to be appointed. Commissioner Heimuller agreed.

**ELECTED OFFICIALS COMPENSATION COMMITTEE 2019:**

Jean Ripa asked if the Board had made a decision about who would staff the Elected Officials Compensation Committee for 2019 and who might be appointed as members. She mentioned this might be a good opportunity to test the new form created by Jan Greenhalgh asking if members wished to be re-appointed. After discussion, Commissioner Tardif requested a copy of the statute defining the Committee so that he could educate himself fully on the intent. Jean Ripa will send that to him and will re-schedule this item for discussion at the next work session.

**RECRUITING ACTIVITY & WORKERS COMPENSATION REPORT FOR 2018:**

Jean had submitted both of these reports and asked of the Board had any questions or concerns. The Board has reviewed and there was some brief discussion. No action needed.

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

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

### **BOARD EVALUATION FORM:**

The Board then discussed Jean Ripa's memo regarding the annual performance evaluation conducted by the Board on department heads and other positions which report directly to them. Jean Ripa pointed out the request by Commissioner Tardif to add a third option to the rating scale. The Board generally agreed to add a "Meets Expectation" rating in addition to the Needs Improvement and Solid Performer. The Board also discussed the scheduling of these evaluations and directed Jean Ripa to work with Board staff to set aside two days, with a possible catch up day if needed, to conduct the evaluations.

### **STRATEGIC PLAN/ORGANIZATIONAL ASSESSMENT CONTRACT REVIEW:**

Karen Kane and Erin O'Connell came before the Board to ask if there were any questions regarding the proposal for the county's organizational assessment and strategic planning work. There were no questions, however the Board did confirm their commitment for the project. There was some discussion on the budget that will pay for the project. Karen has \$3,000 in her budget. The Board will consider using funds from administrative allocations to pay for the remaining \$5,900 in their 2.20.19 Work Session.

### **TRANSIT UPDATE:**

Todd Wood, CC Rider Transit Administrator, presented (4) grant applications. These grants are the formula grants used to operate CC Rider. Todd requested permission to submit the 5311 no later than Friday and advised that the two 5310 applications and the STF would be on the 2/13/19 consent agenda. The Board gave approval to submit the 5311 grant application. Todd then presented information on potential funding options for transit, timelines for a tax measure and a comparison of other agency funding. He also discussed the fare structure and the need to visit potential changes. Commissioner Tardif suggested that he may have a student who could conduct a study for fare changes. Also discussed were potential changes to route 3 to improve access to local businesses. Finally, addressed a request from MTR proposal for a contract adjustment. Todd wanted to know if the Board would be interested in seeing such a proposal. The overall discussion led to a decision that MTR could submit proposal if they wanted, but the Board was not open to making any changes to our current contract.

### **CITY OF ST. HELENS APPLICATION FOR KIOSK IN COURTHOUSE PLAZA:**

Casey Garrett, came before the Board, along with the City of St. Helens Assistant Planner, Jennifer Dimsho, to provide an overview of a proposed kiosk installation in the Courthouse Plaza. Jennifer provided a design of the kiosk and site plan showing the proposed location of the installation within the plaza. She also explained that this would

be part of a larger wayfinding project that included several similar kiosk installations throughout the city, which would provide information for residents and visitors. The City of St. Helens would coordinate the plaza kiosk installation, and cover all costs associated with the installation work, including the relocation of any underground utilities if necessary.

Robin McIntyre explained that she would need to draft a use agreement if the County were to approve the installation. Commissioner Heimuller was not opposed to the proposed project, but asked that the kiosk included a Columbia County logo to signify partnership between the County and City. Commissioner Tardif was also supportive and had no objections to the proposed installation.

Jennifer provided a Land Use Application that would need to be signed by the County in order to move forward with a historical review process that is required, since the Courthouse Plaza is within the City's Historical District. After discussion, **Commissioner Tardif moved and Commissioner Heimuller seconded to authorize the City of St. Helens to submit a land use application for the purpose of installing an information kiosk on the northwest corner of the County Plaza. The motion carried.**

**EXECUTIVE SESSION UNDER ORS 192.660(2)(d) – Real Property:**

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 by the Board.

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

Dated at St. Helens, Oregon this 6<sup>th</sup> day of February, 2019.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Henry Heimuller, Chair

By: Not Present  
Margaret Magruder, Commissioner

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

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