

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

May 22, 2019

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

BOARD DISCUSSION ITEMS:

- The Board addressed the staffing options for the Board Office, due to the upcoming retirement of Jan Greenhalgh. It has been suggested by Sarah Hanson that the Lands duties be transferred to County Counsel's office. If the Board office should be kept at 2 FTE or reduced to 1.5 FTE. After discussion, it was determined that the office should remain at 2 FTE. Commissioner Tardif will get copies of both job descriptions to determine what duties go with each position. Once those are complete and approved, they will work on the hiring process. It was also suggested that Jacyn work with Cardinal in the beginning prior to hiring for the position.
- Commissioner Magruder has been asked by the Parks Committee to have the Board approve the appointment of a Parks subcommittee, the "Camp Wilkerson Event Reservations". The by-laws require the Commissioners to make those appointments. With that, ***Commissioner Magruder moved and Commissioner Heimuller seconded to appoint Ken Tenefoss, Bob Rice, and Steve Persons to the "Camp Wilkerson Event Reservations" subcommittee. The motion carried unanimously.***

INSURANCE RENEWAL:

Ron Cutter, the County's insurance agent, joined the meeting. He reviewed the County's annual insurance renewal. Due to the large claims made, because of floods and fires in the last couple years nationwide, there is a significant increase being seen in property coverage. General liability, through CIS, is increasing substantially due to the liabilities associated with operating a Jail. Overall, the County faces 18.36% increase in the costs of insurance.

EXECUTIVE SESSION UNDER ORS 192.660(2)(d):

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, ***Commissioner Magruder moved and Commissioner Heimuller seconded to reject the request for mediation regarding the Derek Fraser grievance. Commissioner Tardif abstained. The motion carried.***

CHIEF DEPUTY CLERK POSITION:

The Board discussed the options regarding appointing a Chief Deputy Clerk to ensure coverage should it ever be needed. The issue of appointing a Chief Deputy has arisen with the Sheriff's Office and the Treasurer recently. Commissioner Magruder will speak to Betty Huser about whether she wishes to do this.

2018 HOOD TO COAST COST REIMBURSEMENT:

Cherie Moylan, Office Manager for the Public Works Department, briefed the Board on the proposed order for reimbursement of the Hood to Coast public road event. The order provides for the reimbursement of costs submitted by public agencies affected by the 2018 Hood to Coast relay. Cherie apologized for the delay in getting the reimbursement order to the Board and explained some of the issues that caused the delay, including that the costs have exceeded Hood to Coast's deposit. The Board discussed ways of better identifying costs up front so that the County can collect a sufficient deposit. The Board asked Cherie to invite the Hood to Coast director to a future work session to discuss their priorities (i.e., cost vs. services).

Secondly, Cherie will contact Felicia Hubber, HTC Race Director, to have her come meet with the Board at an upcoming work session to work out their priorities, i.e. cost vs. services.

PURCHASE ORDER FOR ROCKWEST TRAINING COMPANY:

Steve Salle, Sheriff's Office, attended the meeting to request the Board authorize a purchase order for the purchase of Automatic External Defibrillators (AEDs) for the Sheriff's Office facilities and vehicle and to authorize someone to sign the P.O. The purchase was part of a project authorized earlier by the Board to obtain Narcan and AEDs for the Sheriff's Office. The Community Justice Department and the Emergency Management Department were also involved in the purchase of AED equipment for their offices. After review, ***Commissioner Magruder moved and Commissioner Tardif seconded to authorize the purchase as requested and authorize Chief Deputy Steve Salle to sign. The motion carried unanimously.***

STRATEGIC PLANNING:

This matter was carried over one week.

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There was no Executive Session.

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

Dated at St. Helens, Oregon this 22nd day of May, 2019.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Alex Tardif, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator