

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

June 19, 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 LPSCC met on Friday and discussed what they may potentially want to fund. CCPO nominations – they are working on streamlining the process.
- Lengthy discussion was held on HB2020 – Cap & Trade legislation.
- Commissioner Tardif received an email from the Rainier Drainage District regarding the 4.30.19 invoice from West Consultants for work on the Rainier Levee Phase 2 recertification process. He will forward the invoice to Karen Schminke for process. This should be paid out of the Economic Development fund.
- Commissioner Tardif addressed employee and staffing issues and county organization. He suggested that the Board (only) meet offsite to look at the county structure, reports from the Board on their committees, staffing, etc. The Board agreed and will work on setting something up

FT 2019-20 BUDGET DISCUSSION:

Debbie Wagar-Smith and Nancy Merlette met with the Board to review the proposed FY19 supplemental budget resolution for the County. Debbie read through the memo detailing the recommended budget adjustments. The attached list addresses expenditures only. The Board requested year to date information on the marijuana tax money that the County has received. They also discussed the potential of waiving fees for the constituents that chose to pay with a credit card. They agreed that this could be an item for the new Finance Director to look into after she starts. The Board also addressed creating a procedure for department heads to notify the Board if/when a supplemental budget adjustment is needed and how there currently isn't a process in place.

Following is a list of recommended budget adjustments that need to occur between now and June 30th:

Commissioners – Recommendation for \$10,000 of additional appropriation for conferences and training. This would come from contingency.

Elections – Election costs were significantly higher than budget this year. The primary driver for this was the cost of printing ballots. Debbie is moving \$45,000 from contingency to cover these additional costs.

Surveyor – This is a relatively small budget, so there isn't much room for error. Debbie is recommending an additional \$2,000 to cover supplies and payroll benefits. This would come from contingency.

Columbia County Firing Range – This is another small budget that doesn't allow room for error. The recommendation is to add an additional \$1,500 in supplies, which would come from contingency.

Emergency Management – There were various small grants that were received during the year. The department needs another \$30,000 to avoid going over budget, but this is covered by the additional grant revenue.

Finance – As part of the reorganization in January, transfers out to the Capital Fund were not budgeted. This is a technical correction to appropriate an additional \$170,038 to transfers. This is covered by beginning fund balance.

LDS – Credit card fees are significantly higher than budget (approximately \$10,000) and additional GIS services were needed (\$10,000). In addition personnel is about \$10,000 higher than expected (this could have to do with the reorganization – we are reviewing this). The recommendation is to transfer \$30,000 from contingency to that department.

IT – As part of the reorganization in January, transfers out to the new Project Fund – Support Departments were not budgeted high enough. This is a technical correction to appropriate an additional \$70,000 to transfers. This is covered by beginning fund balance.

General Services – As with IT and Finance, this is a technical correction to the January reorganization. The recommendation is to appropriate an additional \$96,974 to transfers out to the new Project Fund – Support Departments.

Transfers Out – The Transit Fund needs approximately \$525,000 from the General Fund to make up for the gap between operating revenue and operating expenditures. This is budgeted to be paid back in the next fiscal year.

All of these budget adjustments are in the General Fund. Expenditures in all other funds appears to be within budget appropriations.

The changes to the General Fund appropriations are less than 10% of the total appropriations in the General Fund, so these changes can be enacted by passing a resolution. The will be on the 6.26.19 consent agenda.

EXECUTIVE SESSION UNDER ORS 192.660(2)(h) – Litigation:

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.

CONTRACT WITH PUBLIC HEALTH:

Michael Paul summarized the meeting on 6/14 to discuss the renewal of a contract with Columbia Health Services to provide public health services. The meeting was attended by: Michael Paul (Columbia County); Commissioner Heimuller; Sherrie Ford (Director, Columbia Health Services); Michael Carter (Board Chair, Columbia Health Services); and Mike Chapman (Board Member, Columbia Health Services). Michael Paul summarized a letter from employees at Columbia Health Services and a copy of the letter was provided to each Commissioner. Discussion followed about the continued provision of public health services, rental payment and the value of the property and clinical facility on 2370 Gable Road, the amount requested to provide clinical preventive services, and other contract terms. Discussion followed about Columbia Health Services' organizational structure and their request for \$37,000 to provide clinical preventive services. After discussion, ***Commissioner Tardif moved and Commissioner Magruder seconded to approve payment of up to \$37,000 for clinical preventive services. Under discussion, Commissioner Heimuller expressed support with the addition of a provision requiring Columbia Health Services to develop a plan to obtain designation as a federally-qualified health center. The motion carried unanimously.***

Discussion followed about rent and the Board agreed on a provision to charge rent and put it toward the balance of licensing fees due to the County (\$46,000). Counsel stated a new draft would be ready to send to Columbia Health Services on Friday, 6/28/19.

SUMMARY OF CORRECTIONS AUDIT:

Janet Evans, Corrections, came before the Board along with Scott Taylor, JUSTUS Consultant, to discuss the outcome of Phase II of the JUSTUS Contract, which include action plans to move forward in evidence based practices for the Adult and Juvenile division. No action is need.

EXECUTIVE SESSION UNDER ORS 192.660(20(d)) – Bargaining:

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 Tardif moved and Commissioner Magruder seconded to deny the grievance from AFSCME Local 697 regarding implementation of the All Cities CPI index. The motion passed unanimously. Commissioner Tardif then moved and Commissioner Magruder seconded to deny the grievance from AFSCME Local 1442 regarding implementation of the All Cities CPI index. The motion passed unanimously.***

EMPLOYEE EVENTS SPONSORSHIP:

Jean Ripa reported to the Board on the Employee Events Committee idea to sponsor donations to SAFE for cell phones to be used by victims and also for personal hygiene products. The Board was very supportive of this idea. ***Commissioner Magruder moved and Commissioner Tardif seconded to approve the County sponsoring this ongoing donation drive. The motion passed unanimously.***

DPSST PAY FOR SHERIFF’S OFFICE COMMAND STAFF:

Jean Ripa reminded the Board of the motion they approved a couple years ago to grant DPSST incentive pay for Advanced/Supervisory/Management certificates to the Command Staff in the Sheriff’s Office. The motion listed the specific positions then in place (Lieutenant/Captain). Now the position of Chief Deputy has been established and should be included in that pay. After discussion, the Board was generally in support of this. Commissioner Tardif requested that Sheriff Pixley come before the Board to assure them of the effect on his budget before approving this pay.

FOLLOWUP ON FINANCE STAFFING:

Jean Ripa asked the Board for formal approval of Louise Kallstrom's request to provide contractor services to Curry County. Just as Columbia County did when Jennifer Cuellar-Smith left, Curry County has asked that Louise do a bit of work for them on her personal time (non Columbia County time) for a short period after she leaves Curry County. After discussion, ***Commissioner Magruder moved and Commissioner Tardif seconded to approve Louise Kallstrom's request for outside employment with Curry County. The motion carried unanimously.***

Jean Ripa noted that the question of final staffing of the Treasurer position was still open. The Board requested that this subject return for discussion when Louise Kallstrom is on board.

ENVIRONMENTAL HEALTH ORDINANCE:

This item was carried over one week.

//
//
//
//
//
//
//
//

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

Dated at St. Helens, Oregon this 19th day of June, 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