

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

January 15, 2020

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

Board Discussion:

Evelyn Hudson attended the Board of Commissioners morning meeting and asked if the Board would support the 20th annual MEGGAegg Hunt again this year with transportation of CC Rider. The CC Rider runs from the St. Helens High School to the Fair Grounds during the event. Commissioner Magruder moved and Commissioner Tardif seconded to support the 20th Annual MEGGAegg Hunt with transportation by CC Rider. The motion carried unanimously.

Jail Operating Funds:

Sheriff Pixley and Louise Kallstrom Finance Director, came to the Board to discuss ramifications of the Jail operating funds. After an audit it was discover that the Columbia County Sheriff's office clerk's salary had been incorrectly charged to the Jail Operating Funds for split time between CCSO and the Jail. Sheriff Pixley and Louise would like to do a reconciliation of funds in the amount of \$190,150.00 from the general budget into the Jail Operating fund. The Board directed staff to present this to the JOCAC members at their next meeting on January 21, 2020.

JOCAC Member Unexcused Absences:

Larry Weaver a member of the JOCAC committee has been asked for his resignation for more than two unexcused absences over a 12 month period. Under Ordinance No. 2017-3 Section II-B. JOCAC members shall at all times adhere to the following membership requirements and Section II-B.1 Members shall attend meetings. It is the responsibility of Members to notify staff of an intended absence from a meeting. If a member has two unexcused absence in a twelve month period the Chair shall ask for their resignation. If the Member does not respond to the request the Chair of JOCAC shall notify the Board of County Commissioners of the unexcused absences and recommend that the Member be removed. Commissioner Magruder moved and Commissioner Tardif seconded to remove Larry Weaver from the JOCAC committee for the unexcused absences. The motion carried unanimously.

Springbrook Contract:

Nancy Merlette, Finance Manager and Louise Kallstrom, Finance Director presented the Springbrook Master License Agreement and explained that Columbia County currently has a contract with Springbrook for financial software however, Columbia County is in the process of converting over to Caselle software. Springbrook would like Columbia County to sign a new Master License Agreement for the last invoice. Columbia County's policy is to use the Columbia County Contract and attach the vendor contract as an attachment. Staff is requesting that with this being our final payment to Springbrook that the contract policy be waived and use the Springbrook Master License Agreement. Commissioner Magruder moved and Commissioner Tardif seconded to waive the contract policy and use the Springbrook Master License Agreement and authorize the Chair to sign. The motion carried unanimously.

Vacation of Property:

Sarah Hanson presented a request made by Steve Pegram for the County to consent to his proposal to vacate a portion of property by his personal property. Sarah provided the two consent forms and maps. The vacation is a City of St. Helens process but because the County owns property within the City's consent boundary, Steve needs the County's consent. The Board considered the request. Commissioner Magruder moved and Commissioner Tardif seconded to approve the consent to vacation of public way for 4N1W3BA 7600 and the consent to vacation for 4N1W 3BA 600. The motion carried unanimously.

Executive Session:

The Board went into executive session under ORS 192.660(2)(h)- litigation. There were no decisions made coming out of executive session.

Coordinated Media Relations Policy:

Karen Kane, Public Information Coordinator presented an update on the Coordinated Media Relations Policy and asked the board to adopt, by board order , the Coordinated Media Relations Policy. The Board will discuss further at their next work session. No action was taken.

State Wide Building Codes:

Wendy McKay, State of Oregon Building Codes Division, met with the Board of Commissioners along with Karen Schminke, Land Development Services and Suzi Dahl, Columbia County Building Official, to discuss the pressures on the statewide building code and the Building Code Division's efforts to provide tools and choices for local policy makers. No action was taken.

Medical Reserve Corps:

Rescheduled to 01.29.2020

Vehicle Purchase:

Tristan Wood, Assistant Public Works Director and Michael Russell, Public Works Director came before the board to discuss the purchase of a used sweeper from Pape Machinery. With coming summer work and chip seal is in our plan for the summer, the need for an additional sweeper is needed. Sourcing others around this looks to be priced at or below market value for hours and condition. We tested the machine and report operational. This is unbudgeted which is why we are before the Commissioners today seeking approval. Which means we will not be purchasing a belly dump trailer. Commissioner Magruder moved and Commissioner Tardif seconded to purchase the used sweeper for \$31,875.00 from Pape Machinery and authorize the Finance Director to sign. The motion carried unanimously.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Jacyn Normine
Board Office Administrator

By: _____
Alex Tardif, Chair

By: _____
Margaret Magruder, Commissioner

By: _____ Not Present _____
Henry Heimuller, Commissioner