

**Any item or issue not on the agenda you might have a question, comment or statement about please bring up under Items from the General Public.**

**BOARD OF COMMISSIONERS WORK SESSION AGENDA**

4:00pm, CBAB, 601 State Street, 1<sup>st</sup> Floor Conf. Room, Hood River, Oregon

**MINUTES**

4:00 pm Community Development Updates/Intros – John Roberts

Shared staff changes that have happened over the last several months with the Commission.

John introduced most of his staff, several which are fairly new.

Kim Paulk, Office Manager - keeps the office running. She was point on getting the Acella program up and going it was a large undertaking. Also she is point on the webpage redevelopment, and she staffs the PC meetings.

Tricia Veterans Service Officer took over as the VSO this past fall when our previous VSO retired. Tricia had been working in the department on a part-time basis for the last year. 2400 veterans were seen this past year and the department processed 653 claims. Tricia shared her background with the Commissioners

Mike Schrankel, GIS Coordinator is not new to the county but has recently moved his office into the community development department from public works. It is a great fit for the department.

Building Codes - last year processed 471 permits and brought in \$370,000 in revenue. They are taking back the entire inspection program from MCCOG starting April 1st. When we take over the programs the anticipated revenue is est. \$150-200K and increase permits by 35%, we might need an addition to staffing.

Luke Franz was hired this past fall and went full time January 2016. October 1st we hired Mark VanVoast as a staff member, he has been under contract for many years. Kate Daughtry, Permit Tech has been moved from the Planning department over to the Building office.

Keith Cleveland, Code Compliance Officer/Planner - 18 percent of applications that come in are related to code compliance. Keith has been training in Planning and has been working the counter for type I and II permits.

Maui asked Keith how the citizens have responded to him over all. Keith said they have been very receptive.

John stated that in 2015 284 permits were brought into planning - busiest month was December. Feels that with Keith doing half time as a planner and with 2 FT planners we are about where we should be however we just lost a FT employee so until we get that back up and going with a full time person we might be experiencing some growing pains.

4:30 pm Elder Care update – Bonnie New, & Tina Castanares

Went through the PowerPoint presentation she presented to the Commissioners. She is part of an informal group of about 30 and when they first started meeting they asked themselves how the community is positioned to care for the folks that are aging. Most of us would like to age at home and do not want to live in a care home. The group feels that we are not positioned for the aging citizens in the community.

Where do we go from here - what do we do? Have structures and services that are accessible and inclusive of older people with varying needs and capabilities emphasize enablement other than disablement.

Several communities have come up with formal action plans such as the City of Portland, City of Vancouver as well as Multnomah, Washington and Clackamas Counties. There are a lot of models to use as reference for our community.

What can the HRC BOC do?

Convene Mid Columbia stakeholders for the work ahead

Partner to produce a Needs and Capacity Assessment

Adapt the models of other Age Friendly Communities to meet those of our communities.

Commissioner Benton asked if their group is specific to HRC. Tina said they are gorge wide - they are happy to assist in any government that wants to get involved.

Commissioner Perkins asked if they have seen any regional efforts. Bonnie said that ICMA and some of the Portland PSU group work are for rural counties or groups of counties.

Joplin asked what type of information is in the action plan - is it tailored to the region. Tina said that the action plans speaks to each of the domains identified as needed such as transportation or housing.

Commissioner Meyer said if we wanted to write a grant to find funding for this type of activity are their funds out there they are familiar with? - Tina said that funding can be difficult. There are some bills before congress right now that address care giving.

Chair Rivers feels this is something that would be good to have additional conversations on with their group and will need to reach out to our neighbor communities to see what they have been doing, what the needs are they are identifying etc.

5:00pm Hood River Transportation update – Michele Spatz, MCEDD

Michele wanted to share with the commissioners that this process is happening now and answer any questions you might have.

Commissioner Benton commented on the map that was included in the information where did that come from. Michele said the map was from the old plan and she just picked it up. The maps will be updated in this process. HR CAT has received ODOT funding for a transportation mgmt plan.

Commissioner Meyer said that MCEDD is the sponsoring entity for this. Michele said that ODOT has contracted with CAT and subcontracted with MCEDD to do the work.

5:10pm One Gorge update – Genevieve Scholl - Shared a presentation updating the commission on the purpose of One Gorge - a platform for entities and businesses to be more efficient and get work done on areas of mutual concern.

2015 - Increased participation list to over 100 individuals, launched a website, wrote a lot of letter and gave many presentations. Sent 9 letters to Oregon and Washington legislators. They coordinate events - there are two legislative receptions next month one in Salem and one in Olympia.

Commissioner Benton - asked if there have been requests that One Gorge decided to not support and what is the process involved. Genevieve said it is a case by case basis. If there seems to be enough of a consensus to go through the effort to get the signatures from the participating entities then we will e mail the group the back ground information and the letter and ask who wants to sign the letter. They will sign based on their own organizations desires or wants. You are not required to sign onto a letter.

Genevieve said the best example would be the Bingen overpass language. Received feedback with language added to protect all existing access points the folks would then sign and those changes would be made.

Commissioner Joplin asked who is drafting the letters. Genevieve said that if an entity wants to get multiple jurisdictions signatures on a letter they would come to One Gorge and One Gorge gets the letter out to the participants asking who would be willing to sign. If they have a draft already great, if they do not then she can help with that.

Commissioner Meyer asked if the plan is to stay clear of those things that are singular in nature. Michael McElwee said that this group is not the group to take on the controversial issues for example a letter regarding Nestle, or oil trains.

Jon Davies, HR Port Commissioner - said that in the beginning he was hesitant but feels it has been working well and one thing that he does like about the group is that if you do not like the letter you don't sign that letter.

Commissioner Perkins said that a similar group is the watershed group. It is fairly informal group and has been working for over 30 years and is very effective.

5:20pm Committee Interviews:

Justin Fernandes- Forest Rec Trails Committee; Mt Biker rep

Chair Rivers welcomed Justin. Commissioner Joplin asked about his application and his two areas of interest - mt biker and off road motorcycle, stated in the past we have had an issue of someone being appointed to one position but their stronger interest was elsewhere and it created a conflict and hard feelings amongst the group. She would not want to see that happen again.

Justin said that he is mainly an avid mt biker but does support and understands the needs of the motorcycle community.

Buck Parker – Budget Committee; Citizen rep - grew up in Hood River and moved back to the community a little over a year ago. Is recently retired and looking to contribute to the community and give him a better understanding of county government and participating on the budget committee is a good way to do that. He has some experience in budgeting for a nonprofit but not in government back ground.

Ron Harder – Fair Board; Citizen rep - has been in 4 H for many years with his family as they grew up. The commissioners are excited to have Ron join the Fair Board.

Meyer asked if Ron participated in the fundraising for the FISH expansion. Ron said he did and feels it went smoothly and was well supported. He still helps out behind the scenes.

Jon Gehrig – Planning Commission; Dist 2 rep - his current job has a fair bit of planning back ground and he feels he will be a good contributor to the group. Background - Jon Kelter Gehrig - grew up in Pine Grove, and back in the community since going away to school. Feels this is a good fit with his work back ground

*Question 3 - Land use Philosophy*

Feels that land use laws in Oregon are well crafted, however there is always a personal point of view as well as the practical view.

*Question 6 - opinion on the NSA and impact on HRC –*

Feels it is a useful tool to preserve the natural beauty of this area, feels it serves a purpose and the definition of the act is a bit nebulous and makes it difficult to make a decision.

Property rights - PC has responsible to preserve property rights for the citizens in the community but have the purpose to uphold the laws of the state as well as those crafted by the county.

Mary Ellen Barilotti – Planning Commission; Dist 3 rep - Mary Ellen is ill this evening and will not be able to make the interview.

Ed Weathers – Planning Commission; Dist 3 rep

Background - grew up in HR. Was a city councilor for the City of Hood River before he moved out of the city limits. Why did he apply - he knows it is difficult to fill important positions such as this as well as the budget committee which he also serves on. It is an important role. He plans to call Hood River home for a long time and cares about how it looks.

Quest 1 - worked in a similar area when he was a city councilor, making decisions that some folks like and some do not. He does not have all the answers but is familiar with the process and how to work through issues.

Personal philosophy on land use and his as a PC - personal: there are rules and he believes in private property using land as you see fit taking in to consideration laws and rules. He doesn't want to see a zero growth situation but we are limited with land and doesn't want to see it necessarily change. Preservation and intelligent growth are important.

Definition for a property right - what you are allowed to do on your property when you purchased it, which can be ambiguous at times.

NSA question - important to preserve resources but there can be conflicts in doing so. It is necessary and important but doesn't feel it is so black and white when it comes to personal property rights.

Chair Rivers said that since Mary Ellen Barelotti is sick this evening and unable to make the interview the Commission will hold their decision until the next meeting when Mary Ellen is able to attend and be interviewed.

5:50pm Updates on the Air Curtain Burner and other efforts – Nate Ulrich, M.A.R.S.

Shared stats on the air curtain burner that was purchased last year. Things seem to be going well however there have been delays in getting the machine moved from location to location but he believes recent changes will correct those issues.

Bio mass campus –a property owner came to us and he is really interested in seeing if his property can be a campus. He is doing some work on a business model and Nate has been working with him over the last several months.

**BOARD OF COMMISSIONERS REGULAR MEETING AGENDA**  
6:00pm, CBAB, 601 State Street, 1<sup>st</sup> Floor Conf. Room, Hood River, Oregon

**MINUTES**

**CONFLICTS OR POTENTIAL CONFLICTS OF INTEREST –**

No conflicts or potential conflicts of interest to declare.

**ADDITIONS OR DELETIONS FROM THE AGENDA –**

David asked for an executive session.

**PUBLIC HEARINGS @ 6 PM**

**1. Transient Room Tax Ordinance Modification**

**RECOMMENDATION:** Hold the hearing on February 15, 2016 at 6:00pm.

Staff stated that notice was not properly given for this public hearing tonight and asked that it be rescheduled to February. Chair moved the hearing to February 16th for amendments on the Transient Room Tax Ordinance. NOTE: the 15th is a holiday so the meeting will be on Tuesday the 16<sup>th</sup> of February, 2016.

**2. Cell Tower Ordinance**

**RECOMMENDATION:** Conduct the hearing and determine the best action for the County.

Chair Rivers re opening the hearing which was continued from December 21, 2015.

John Roberts said the cell tower ordinance has been in the works since 2009 and just last year it was picked back up to get it completed. A draft was taken to the PC after it was reworked with staff and help from a citizen group. The ordinance is strong on promoting co location. Before the first hearing in December a letter came in from Busch law firm asking that the hearing be proposed to allow them time to review federal regulations. John reviewed their letter and was able to discuss their issues with one of the review committee members and he is ok with what they brought forward however there are more concerns that need addressed other than is stated in their letter that we just received today.

Counsel Carey stated the Commission has two choices - hold the hearing and pass the ordinance as it is, or hold the hearing tonight and hold the decision until the meeting in February.

Chair Rivers asked for public testimony

**Rich Roach ,AT&T 819 SW Oak St Portland OR97219**

Thank you for hearing them tonight and he is embarrassed to be here asking for more time. Within 7 days they will have their comments and concerns to staff and feels that working together we can put together a good ordinance that works for the community as well as the cell companies.

**Ken Lions, North Lake WA** - he works for Busch Law Firm. Feels the question is whether the ordinance is workable. Feels they have outlined several of the issues they have in the letter dated January 19th. They have concerns with language in the ordinance that seems to be that county is trying to regulate where towers can be placed without an avenue for variance. Feels they can work with staff over the next week on their issues.

Benton feels that changes need to be integrated into the information that the commissioners are given prior to the meeting, it will be hard to get changes the evening of the hearing and be able to make a decision.

Heather Staten, HRVRC Exec Director - appreciates the apologies from the AT&T folks and found out that this evening that they were asking for another continuance after a one month delay already. Heather suggests that after the red line comes back she would like to see the committee get back together to go over the red lines.

Chair Rivers continued the hearing to February 16<sup>th</sup>, 2016 at 6pm.

**UNSCHEDULED ITEMS FROM THE PUBLIC** (limit 5 minutes per person per subject)

No unscheduled items from the public.

**REPORTS**

County Administrator - City of HR is starting a parks plan for the city including the UGA and wanted the BOC to be aware and participate if possible. Mikel Diwan will be sitting on that committee to represent the county. Reminder that the goal session will be happening this Saturday 9am at the Hood River Hotel.

Commissioner Joplin - attended the NACo public safety conference in December. Attending the Oregon Leadership Forum and provided a CCO update to the Commissioners in Wasco County and she would be happy to set that up for February for this commission.

Commissioner Benton - last MCEDD Exec meeting they decided to move the Parkdale sewer system up on the CEDS list and it looks like they will be getting funding dollars for that and he believes it is for technical assistant to work on the design.

Commissioner Perkins - water planning group met again after a bit of a hiatus. They will start talking about how they will function as a basin and how they will work with drought issues. It was a good meeting and feels moving forward the group will continue to work well together.

Chair Rivers - thanked the dept heads for the reports they provided in the packet.

**VI. ITEMS FROM THE WORK SESSION**

Committee Appointments

*Forest Rec. Trails mt. bike representative*

Commissioner Benton moved to appoint Justin Fernandes to the County Recreation Trails Advisory Committee as a Mt. Bike representative. Commissioner Perkins seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea  
Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

*Budget Committee Citizen Representative*

Commissioner Meyer made a motion to appoint Buck Parker to the County Budget Committee to fill the citizen representative position. Commissioner Benton seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea

Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

*Fair Board -*

Commissioner Perkins made a motion to appoint Ron Harder to the Fair Board. Commissioner Joplin seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea  
Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

*Planning Commission Dist 2 representative –*

Appointed Jon Kelter Gehrig to the PC as Dist 2 rep

Commissioner Meyer made a motion to appoint Jon Kelter Gehrig to the County Planning Commissioner representing District 2. Commissioner Perkins seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea  
Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

*Planning Commission Dist 3 -* Chair Rivers stated they will not make a decision on this appointment until the February meeting when Mary Ellen Barilotti can be interviewed.

## **CONSENT AGENDA**

- \*Approve minutes from the following Board of Commissioners meetings: 12/21/15.
- \*Confirm e-mail poll from 12/29/15 that approved submitting a letter of support for the Hood River Senior Center grant application to The Oregon Community Foundation.
- \*Appoint Tom Cramblett to serve as the county's city representative on the Mid Columbia Council of Governments Board.
- \*Approve closure of the following timber/salvage sales: Eastside Salvage-2015 #15-8, the Guava Timber Sale #15-9, and the Westside Salvage-2015 #15-7 return all bonds after final invoices have been paid as necessary.
- \*Approve and sign the Alpenglow Subdivision plat as presented.
- \*Approve declaring the following vehicles in Community Corrections as surplus and allow them to be sold with proceeds deposited into the Community Corrections budget: 98 For F 250 PU and 01 Jeep Cherokee SUV.
- \*Approve declaring the following vehicles in the Sheriff's office as surplus and allow them to be sold with proceeds deposited into the Sheriff's budget: 06 Ford Crown Vic, 08 Ford Crown Vic and a 09 Ford Crown.
- \*Approve a tax refund over \$2,000 for account #601024 FY 2015/2016.
- \*Approve and sign a \$30,000 Farm Loan Application for Laraway & Sons, Inc.
- \*Approve a budget adjustment & Resolution to move funds from materials & services to extra help in the Health Family Planning budget FY 15/16.
- \*Approve accepting a Dedication of Right-of-way from the Odell Sanitary District and authorize Chair Rivers to sign the document(s).

Commissioner Perkins made a motion to approve the consent agenda as presented. Commissioner Meyer seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea  
Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

## **CURRENT BUSINESS**

### Administration

Prothman Company

**RECOMMENDATION:** Meet with Prothman representatives to work out the process for the County Administrator search.

Greg Prothman and Ross Schultz were in attendance to meet with the Commissioners and share what they learned from the administrative staff and department heads as to what they would like to see for the next county administrator.

Greg thanked the commissioners for selecting their firm to help with the administrator recruitment; they are excited to be a part of the process.

Greg talked about process - the search will be national because of where it will be published but really he feels focusing on the NW 13 states is the best plan. They estimate 600-800 direct mailings will be sent out on top of the advertising that will be done. Each applicant will fill out an application via the Prothman website. Applicants will be asked to submit writing samples. He anticipates we will get 40-50 applicants and they will pick 10-15 to interview themselves and do background checks then get together with the commissioners in a work session to look at the top 14-15 applicants. You are welcome to look at all of the applicants if you want. During the review of the top 14-15, the commission will select the top 4-5 to interview. Greg encourages a panel type interview process that includes the commissioners, staff and outside folks as well. Greg suggests holding a reception the night before the interview. Prothman will do the reference checks.

Greg brought up salary and the need to have a range identified before we advertise the position. There are a lot of factors affecting salaries - they see a lot of candidates approaching retirement age and that takes a large amount out of the applicant pool. There is a large number of entities vying for a small number of qualified individuals. Taking all of that into consideration his gut feeling is that it would take \$125,000 - \$150,000 to attract a good qualified candidate. That is just salary. The average loading is 35-40 percent on top of the wage depending on what you include in your extra package. Housing here is driving that number as well.

Greg asked the Commissioners if there is anything they would like to add as far as attributes he needs to be looking for or things the applicants need to be aware of when applying.

Commissioner Meyer said that technology is big in schools and the community and being able to work with that is important and well as having strong relationships with local and state officials.

Commissioner Benton – feels it important the applicants are clear on what the commissioners do as commissioners they are not the same as other counties they (the commissioners) are very part time here.

Commissioner Joplin - the administration of the county falls on the administrator here and there is a lot of independence that person needs to be trustworthy.

### 2016 Vice-Chair Selection

**RECOMMENDATION:** Appoint Commissioner Benton to serve as the Vice-Chair for the 2016 calendar year.

Commissioner Meyer nominated Commissioner Benton to serve as the vice chair for the 2016 calendar year. Commissioner Perkins seconded the motion.

Vote on the motion was as follows:

Commissioner Perkins – yea  
Commissioner Benton – yea  
Commissioner Joplin – yea  
Commissioner Meyer – yea  
Chair Rivers – yea

Motion carried.

2016 Commissioner Committee Assignments

**RECOMMENDATION:** Review the current committee assignments and determine if adjustments will be made

The following changes were made:

Joplin: Added LPSCC, AOC Board of Directors & AOC Region Rep. Deleted: CCF, Mt Hood Multi Modal, CLAD & Early Learning Hub

Meyer: Deleted Worksource Gorge Team, CREA and 4 Rivers

Perkins: Added: CREA. Deleted LPSCC and MCCOG

Benton: Added: Worksource Gorge Team, MCCOG (2<sup>nd</sup> Rep)

Rivers: Added: Region 1 ACT. Deleted STIP committee

**EXECUTIVE SESSION** per ORS 192.660(2) – Chair Rivers moved the Commission into executive session.

ORS 192.660 (2) (d) Labor Negotiations

**ADJOURNMENT** – Chair Rivers called the meeting back to order and adjourned the meeting at 7:00pm

**CALENDAR OF UPCOMING PUBLIC MEETINGS/EVENTS** (note all dates and time subject to change with or without notice as required)

Jan 19	4:00pm	Board of Commissioners work session & business meeting, CBAB, 601 State Street, Conf Room 1 <sup>st</sup> Floor (3 <sup>rd</sup> Mon. ea. mo)
Jan 19	7:00pm	Library District Board meeting, Library, 502 State St., Conf. Room (3 <sup>rd</sup> Tues ea. mo. - subject to change)
Jan 20	3:00pm	Department Head Meeting – Courthouse 1 <sup>st</sup> Floor Conference room
Jan 23	9:00am-3:00pm	Commissioners Goal Session, Hood River Hotel Ballroom, 102 Oak Street, Hood River OR
Jan 26	2:00pm	Safety Committee Meeting, Courthouse, 309 State Street, 1 <sup>st</sup> Floor (4 <sup>th</sup> Tues. ea. mo.)
Jan 27	7:00pm	County Planning Commission Meeting, CBAB, 601 State St Conf Rm. 1 <sup>st</sup> Fl, (2 <sup>nd</sup> & 4 <sup>th</sup> Wed. ea. mo generally)
Feb 1	1:00pm	Tri-County Mental Health Board, Mid Col. Center for Living-TD (1 <sup>st</sup> Mon. ea. mo.-generally)
Feb 2	12:00pm	HRC Prev. Dept Board meeting, Providence HR Memorial Hosp, Boardroom, Hood River OR (1 <sup>st</sup> Tues. even # months)
Feb 3	2:00pm	HRC Water Planning Group, 601 State St, 1 <sup>st</sup> floor conf. room (1 <sup>st</sup> Wed. ea.mo. – generally)
Feb 10	7:00pm	County Planning Commission Meeting, CBAB, 601 State St Conf Rm. 1 <sup>st</sup> Fl, (2 <sup>nd</sup> & 4 <sup>th</sup> Wed. ea. mo generally)
<b>Feb 15</b>		<b>PRESIDENTS DAY – COUNTY OFFICES CLOSED</b>
Feb 16	4:00pm	Board of Commissioners work session & business meeting, CBAB, 601 State Street, Conf Room 1 <sup>st</sup> Floor (3 <sup>rd</sup> Mon. ea. mo)
Feb 16	7:00pm	Library District Board meeting, Library, 502 State St., Conf. Room (3 <sup>rd</sup> Tues ea. mo. - subject to change)
Feb 17	3:00pm	Department Head Meeting – Courthouse 1 <sup>st</sup> Floor Conference room
Feb 23	2:00pm	Safety Committee Meeting, Courthouse, 309 State Street, 1 <sup>st</sup> Floor (4 <sup>th</sup> Tues. ea. mo.)
Feb 24	7:00pm	County Planning Commission Meeting, CBAB, 601 State St Conf Rm. 1 <sup>st</sup> Fl, (2 <sup>nd</sup> & 4 <sup>th</sup> Wed. ea. mo generally)