

County Administration Workshop: January 10, 2019

9:00 a.m. – Board Conference Room

Attending: Commissioners Lily N. Morgan, Darin J. Fowler and Daniel E. DeYoung; Nicole Mannan, Recorder

Chair Lily N. Morgan called the meeting to order at 9:00 a.m.

1. DEPARTMENT BUSINESS

A. Community Development

1) Ordinance No. 2019-xxx; In the Matter of an Ordinance Regarding Unlawful Transfer on a Highway, Road or Street in the Unincorporated Areas of Josephine County

Discussion on this item was postponed due to formatting concerns from the Legal department.

2) Ordinance No. 2019-xxx; An Ordinance Amendment the County Code (Ordinance No. 2018-004) By Creating Chapter 15.21, Unsafe Structures and Equipment

Discussion on this item was postponed due to formatting concerns from the Legal department.

3) In the Matter of Proclaiming that Josephine County joins with the other cities and counties in Southern Oregon in sharing SOREDI's vision for Southern Oregon as the most "Business Friendly" region on the West Coast

The Board discussed the purpose of this proclamation and agreed to move it forward to the next Weekly Business Session.

B. Emergency Management

1) Oregon Military Department Office of Emergency Management / Emergency Management Performance Grant (EMPG) CFDA #97.042 / Josephine County \$86,025 / Grant No. 18-517

Sara Rubrecht, Emergency Management Director, explained the grant and its requirements. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

2. FINANCE REPORT and BUSINESS UPDATE

A. Forestry Department – Purchase of Mini Excavator

Arthur O'Hare, Finance Director and Rick Kern, Forester, explained the budgeting aspect of purchasing this equipment, and the reasons Forestry needs this excavator in relation to timber sales and fighting forest fires. Everyone discussed what was included in the purchase. The Board agreed to move forward with the purchase.

B. Discussion of Proposed Budget Calendar/Guidelines 2019-20

Mr. O'Hare explained how departmental budgets are created, and the timeline in which that occurs. Mr. O'Hare mentioned that two budget committee members' terms will be expiring soon, and spoke about the possibility of reappointing the same two people to those positions. Commissioner Morgan asked about the existence of an alternate on the budget committee. Everyone discussed a goal-setting workshop for department heads, and how this would assist with understanding budgeting priorities.

3. BOARD BUSINESS

A. Proposed Liaison Assignments

The Board discussed liaison and backup assignments. Commissioner DeYoung made a motion to approve the proposed liaison assignments, seconded by Commissioner Fowler. Upon roll call vote, motion passed 3-0; Commissioner Fowler – yes, Commissioner Morgan – yes and Commissioner DeYoung – yes

B. Josephine County Representative for O&C Board of Directors

Commissioner Fowler made a motion to approve Commissioner DeYoung as the Josephine County Representative for O&C Board of Directors, seconded by Commissioner Morgan. Upon roll call vote, motion passed 3-0; Commissioner Fowler – yes, Commissioner Morgan – yes and Commissioner DeYoung – yes.

C. Matters from Commissioners

Resolution 2019-001 appointing Paul Smith to the Emergency Medical Services (EMS) Board was discussed. Commissioner Morgan explained why an appointment was needed at this time. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

The Board discussed the employment request letter from Julie Schmelzer, Community Development Director. Commissioner Morgan asked that the Board take time to reflect on the content of the letter before proceeding. The Board agreed to discuss it on Tuesday at the General Discussion.

Commissioner Morgan brought up the need to plan a “State of the County” presentation. The Board discussed the value of formally presenting this information to the community, and what the format should be.

Commissioner Morgan recommended initiating a weekly staff meeting on Tuesday mornings, to include the Board and office staff. The Board agreed.

Commissioner Fowler asked about a funding request from the Selma Community Center. Commissioner Morgan explained that the funds from the sale of the county building in Cave Junction have been spent, but that there are grants available, and that the county could possibly fill the gaps once grants have been pursued.

4. OTHER BUSINESS (ORS 192.640(1) “. . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”)

None heard.

Meeting adjourned at 10:12 a.m.