

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
FULL BOARD MINUTES
December 3, 2015**

MEMBERS:

Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Councilor Jim Lepin, Millersburg; Councilor Sarah Puls, Harrisburg; Commissioner Bill Hall, Lincoln County; Councilor Dann Cutter, Waldport; Councilor Ken Lorensen, Halsey; Mayor Biff Traber, Corvallis; Councilor Bob Elliott, Lebanon; Councilor Jeffrey Goodwin, Sweet Home; Commissioner John Lindsey, Linn County; Councilor Dean Sawyer, Newport; Councilor Chester Noreikis, Lincoln City; and Councilor Debbie Nuber, Scio.

STAFF:

Executive Director Fred Abousleman; Deputy Director Lydia George; Finance Director Sue Forty; Program Director Charlie Mitchell; Program Manager Mary Kay Fitzmorris; Program Manager Randi Moore; Program Manager Marci Howard; Network Operations Specialist Troy Grover; Brokerage Manager Brenda Mainord; Program Support Supervisor Ann Johnson; Community and Program Support Coordinator Lisa Bennett; SEIU Local 503 Union President Dawn John; and Administrative Assistant Cheryl Carlton.

GUESTS:

General Manager Kevin Greenwood and Secretary Ken Brown, Port of Newport; Chair Suzette Boydston, Senior Services Advisory Council; and Mayor Marjean Cline, Halsey.

Chair Sharon Konopa called the Full Board meeting to order at 3:12 p.m. on December 3, 2015 in Albany, Oregon.

1. Welcome and Introductions

The meeting began with introductions of those present.

2. Public Comment

No public comment.

3. Consent Calendar

Councilor Chester Noreikis requested item a) *Approval of the September 17, 2015 Full Board Meeting Minutes* be pulled from the motion.

Motion to approve the Consent Calendar made by Councilor Noreikis, seconded by Commissioner Bill Hall. Motion passed unanimously. Items approved were: b) Approval of the Disability Services Advisory Council (DSAC) Membership for Jan Molnar-Fitzgerald of Lincoln County; c) Approval of Senior Services Advisory Council Membership (SSAC) for Curtis Miller of Linn County and Bob Daley of Benton County; d) Approval of the Proposed Loan Program Advisory Committee Bylaw Amendments; and, e) Financial Update for the period of July 1, 2015 through September 30, 2015.

Councilor Noreikis requested further information on agenda item #6 *COG Update, Policy, and Regional Developments* (page 5) regarding the funding shortfall with Department of Human Services (DHS). Executive Director Fred Abousleman said that there was a change in the methodology from the Department of Human Services State Budget and it impacted the COG with a shortfall of funding from the State. Executive Director Abousleman continued by saying that the COG hopes to see full funding next year, and thanked the representatives from all three counties who assisted staff in communicating with Salem over this shortfall.

Motion to approve Consent Calendar item a) The September 17, 2015 Full Board Minutes, made by Councilor Noreikis, seconded by Councilor Bob Elliott. Motion passed unanimously.

4. Port of Newport Presentation

General Manager Kevin Greenwood and Secretary Ken Brown presented a PowerPoint presentation on the Port of Newport's International Terminal Shipping Facility project. The Port of Newport is one of only three deep draft ports on the Oregon coast at the confluence of US 101 and US 20, and is the National Headquarters of the National Oceanic and Atmospheric Administration's Marine Operations. This shipping facility is also the top commercial fishing port on the West Coast. General Manager Greenwood said that the Port has received letters of support from a number of private businesses and economic development agencies who are interested in seeing this facility developed. With the closure of Terminal 6 at the Port of Portland, many businesses are seeing their transportation costs increase. This project gives farmers and manufacturers in the Mid-Willamette Valley another option for short-seas barging, and provides space for a number of different distributors to adequately store products for the next shipment. The Port has a lease option with Teevin Brothers to serve as terminal operator on the nine-acre site once the facility is completed. Though Teevin Brothers is best known for log handling, their facility in Rainer, OR also prepares other bulk materials (i.e. construction supplies, generators, etc.) which are loaded onto barges destined for Hawaii. This project is not intended to replace the Port of Portland or other large container facilities on the West Coast. Once completed, there will be approximately fifty new high-paying family wage jobs created.

5. Adjourn into Executive Session

The Board of Directors adjourned into Executive Session to discuss Labor Negotiations under ORS 192.660 (d).

6. Reconvene Into Regular Session

The Board of Directors reconvened the meeting into regular session. SEIU 503 Local, OPEU President Dawn John reported on the successful bargaining session with the new Executive Director. The members voted to approve the contract by 95%. The Board of Directors said that they were appreciative of everyone's hard work. Chair Konopa entertained a motion to approve the new 2015-2017 Collective Bargaining Agreement between OCWCOG and SEIU 503 Local, OPEU.

Motion to approve the 2015-2017 Collective Bargaining Agreement between OCWCOG and SEIU 503 Local, OPEU made by Councilor Elliott, seconded by Commissioner Anne Schuster. Motion passed unanimously.

7. Executive Director's Performance Evaluation and Annual Goals

Chair Konopa said the Executive Committee met prior to the Board meeting to review the performance of Executive Director Abousleman. The Executive Committee conveyed to the Board that they were very pleased with the Executive Director's performance. The Committee shared their assessment of the Executive Director and recommended to the Board the following revisions to his current contract:

- Increase cellular phone stipend to \$150.00 per month;
- Increase car allowance to \$750.00 per month; and,
- Provide a one-time contribution of \$5,000.00 into his deferred compensation fund.

At the request of Executive Director Abousleman, the Executive Committee did not recommend a salary increase at this time, however, Councilman Dann Cutter requested staff conduct a salary study of other agency Executive Director positions before Executive Director Abousleman's contract renewal in December. Commissioner John Lindsey requested similar job duties and a number of programs be considered when finding comparable positions.

Motion to revise the Executive Director's current contract as stated above made by Councilor Jeffrey Goodwin, seconded by Commissioner Bill Hall. Motion passed unanimously.

8. COG Budget Committee and Process for FY 2016

The schedule was reviewed by the Board and a recommendation that the Finance Committee serve as the Budget Committee was made.

Motion to appoint the Finance Committee to serve as the Budget Committee made by Councilor Goodwin, seconded by Councilor Jim Lepin. Motion passed unanimously.

Motion to approve the proposed FY 2016-2017 Work Program and Budget schedule made by Councilor Lepin, seconded by Councilor Elliott. Motion passed unanimously.

9. Program Update Question and Answers

There were no questions for the Program Directors from the Board.

10. Information Sharing

Lebanon – Councilor Elliott said that the Elks Lodge has closed and the building is for sale. The Lebanon City Council approved a contract to build a new water treatment plant. McDonalds will be opening soon from their recent remodel. The Human Bean coffee shop is near completion and Dutch Bros. is in the process of building near Walmart. Construction has starting on the new Linn-Benton Community College's (LBCC) Samaritan College, located west of the medical college on the Samaritan Campus Center.

Lincoln County – Commissioner Hall said that the Lincoln County Commissioners are looking at various licensing options for the vacation rentals that are incorporated in the Lincoln County area. Everyone agrees there are issues that affect the quality of life, and hopes are to reach out to rental property owners and managers to find a balance. Lincoln County will consider plans for redevelopment of the Lincoln County Fairgrounds in the New Year. The County has conceptual drawings and plans to incorporate three Health & Human Services buildings into one location.

Linn County – Commissioner Lindsey said that transitioning to the new voting machines went smoothly for the last election and this process will make it easier for some voters. Selmet Inc., a worldwide supplier of titanium castings for the commercial and military aerospace industry expansion is near completion. The Shimanek Bridge in Scio was closed for structural repairs for approximately three-five weeks. Linn County has three union contracts in the bargaining process at this time.

Harrisburg – Councilor Sarah Puls said that the City's website has a new look. The City is also conducting a Park Feasibility study to see how best to develop the park. Based on the information received from the public's input on the survey, staff can best determine the conceptual plan for the park, including location, environmental factors, and possible constraints.

Scio – Councilor Debbie Nuber said that the mill in west Scio has closed, moved to Stayton, and equipment is being auctioned off. The Scio Christian Church hosts a free lunch for the children in the Scio area each Wednesday during the school year, and the Scio Fire Department is hosting a toy drive.

Sweet Home – Councilor Goodwin said that the police levy recently passed. The City Council voted to prohibit the public drinking alcohol in public parks. At their November 24th Work Session, the City Council discussed the financial feasibility of Urban Renewal. The City is entering into contract negotiation with the Union in the next few months, and is also exploring the option of an airport in Sweet Home. The Sweet Home Fire Department has a giving tree for the kids and the Police Department is also doing a giving tree for the teenage age group.

Halsey – Councilor Ken Lorensen said that the City has formed a Veterans Memorial Park Committee. The City has submitted an application to the Oregon Parks and Recreation Department, and hopes to hear if the grant is awarded by February 2016. The plan will be to update the park with a new layout, new flag pole, lighting, and a new memorial with all members who served on it. Volunteers donated food and time to provide a free Thanksgiving dinner to anyone in the community who did not have a place to eat; over sixty people were served. Mayor Marjean Cline said it was a wonderful turnout for the dinner, and that the community missed Wade Doerfler, who attended many of these events.

Millersburg – Councilor Lepin said that the Millersburg Utility District measure failed. There were concerns on both sides of the issue.

Benton County – Commissioner Schuster said that the homeless issue is still a concern for the city and residents alike. The recent bond for the new jail did not pass again. The condition of the current jail is too small and is falling apart. The County was working with the Albany Education and LBCC Workforce groups to provide support for children. There are two new clinics, one opened in Sweet Home and the other in Alsea. The Alsea office will be providing dental services, and the Sweet Home office will provide the mental health services. The Benton County Public Works department road crew is in the process of repairing several roads in the County.

Corvallis – Mayor Traber said that there was a big turnout for the Christmas parade. At the last City Council meeting, Council approved the property maintenance code (PMC). The PMC replaces the current rental housing code and covers the interior and exterior of all property, including commercial. The long-term goals for the Council is to strategically plan to update the *Vision and Action Plan* for the City through the year 2020. The last update was back in the 1980's.

Lincoln City – Councilor Noreikis said that the City has set a ribbon cutting ceremony on December 16 at the Nelscott Strip to mark the completion of the two year Nelscott Gap improvement project. The Oregon Department of Transportation (ODOT) installed a new bike and turn lane which has improved traffic flow through this section of Highway 101. There will be a free Christmas Day dinner at the Community Center and Lincoln County, which now has two warming centers, one on each end of town. The tree lighting ceremony was held the day after Thanksgiving with over 100 people in attendance.

Newport – Councilor Dean Sawyer reported that site work is moving forward on the Aquatic Center with construction continuing on the parking lot re-alignment. In 2005, the City stopped adding fluoride to the public water supply. At a recent City Council meeting, the Council approved and directed staff to develop an ordinance to resume the addition of fluoride to the City's drinking water. Since this was enacted, staff have fielded a lot of questions from citizens. This topic will be on the May 2016 ballot for the public to vote on before the process of rebuilding the treatment plant starts. COG's funding and fundraising efforts have paid off, as the City is now seeing the Oregon Museum of Science and Industry's \$10 million dollar Coastal Discover Center (CDC) being built. There is a traffic light at SW 35th street and access to the CDC. Newport is open for crab season too.

Waldport – Councilor Cutter said that the City recently held a three-day workshop session to discuss ideas for the old 12-acre high school property site. Since this property was in the tsunami zone, no buildings can be erected on this site. One idea was to put in a large amphitheater and parking at this site for the public events.

11. Other Business

Executive Director Abousleman reported to the Board about the status of the Cascades West Financial Services Inc. contract. Thirty years ago, the COG started a Community Development Company (CDC). The purpose of the CDC was to use seven different loan pools to lend money to small businesses in the region assisting them with start-up, growth, and expansion funding for their businesses. One of the longest standing programs in this pool was the Small Business Administration loans (SBA), officially called 504 loans. SBA 504 loans are federally-guaranteed loans that fill the gap between what the borrower needs to borrow and what banks are willing to lend to businesses.

This CDC is called Cascades West Financial Services Inc. (CWFSI). Over the years, CWFSI eventually became an independent entity that maintains the portfolio of loans that the COG services in seven counties (Marion, Yamhill, Polk, Lane, Linn, Benton, and Lincoln Counties). Lane Council of Governments, OCWCOG, and Mid-Willamette Valley Council of Governments serves as the loan provider in those counties, working with the CDC under contract.

Recently, CWFSI cancelled their contract with all three COG's for no cause. This has been concerning to the COG because of the sizable loan portfolio that services local community businesses. COG will prepare for and survive the revenue loss, but the COG is no longer in a position to make any 504 loans without a CDC. Executive Director Abousleman said that his strategy moving forward would be to ask the Board for their authorization to have the Executive Committee or Board Chair work with staff to sign off on communication-related matters with CWFSI. This would include letters and contracts that would need to be expedited to re-establish the loan program here or working with other CDC's in the lending area.

Motion to authorize the Board Chair, on behalf of the Board of Directors to sign off on matters for CWFSI Inc. made by Councilor Lepin, seconded by Commissioner Hall. Motion passed unanimously.

Executive Director Abousleman updated the Board on the upcoming January 28th Legislative Roundtable. This event will be by invitation only due to limited space, and will be held in the Large Upstairs Conference Room at the Albany, Oregon COG building from 12:00-2:00 p.m. Invitations will be formally sent out by the COG to the three county region for all members, the three County Commissioners, and Advisory Council's.

12. Adjournment

The meeting adjourned at 4:55 p.m.

Minutes by Cheryl Carlton

Minutes Approved on January 21, 2016