

# **A G E N D A**

## **COUNTY SERVICE DISTRICT FOR LIBRARY SERVICES**

January 15, 2019

Benton County Board of Commissioners

Board Meeting Room

205 NW 5th, Corvallis

*(Chair May Alter the Agenda)*

**Those wishing to speak should sign the attendance sheet – Thank you.**

### **I. Comments from the Public**

### **II. New Business**

2.1 Election of Chair and Vice Chair

### **III. Consent Calendar (The Consent Calendar is Approved with One Motion)**

3.1 Order in the Matter of Designating an Official Newspaper for the County Service District for Library Services Governing Body for 2019 – *Teresa Farley, Board of Commissioners*

3.2 Order in the Matter of Setting the County Service District for Library Services Governing Body for 2019 – *Teresa Farley, Board of Commissioners*

3.3 Approval of the December 18, 2018 Meeting Minutes

### **IV. Other**

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.”

# Agenda Checklist



## Benton County Board of Commissioners

Suggested Agenda Date	1/15/2019 <a href="#">View Agenda Tracker</a>
Suggested Placement	County Service District
Submitted By	FARLEY Teresa
Department Submitting *	BOARD OF COMMISSIONERS
Contact Person *	Teresa
Phone Extension *	6890
Person Attending BOC Meeting *	Commissioners

### Agenda Item Details

**Title \*** Order in the Matter of Designating an Official Newspaper for the Library Services County Service District for 2019

**This Item Involves \*** Check all that apply

- Appointments
- Budget
- Contract/Agreement
- Discussion and Action
- Discussion Only
- Document Recording
- Employment
- Notice of Intent
- Order/Resolution
- Ordinance/Public Hearing 1st Reading
- Ordinance/Public Hearing 2nd Reading
- Proclamation
- Project/Committee Update
- Public Comment
- Special Report
- Other

**Estimated Time \*** 2 min

**Board/Committee Involvement \***  Yes  No  Not Applicable

**Advertised \***  Yes  No  Not Applicable

**Identified Salient Issues \***

Oregon Revised Statute 193.020 requires various County Departments to publish legal notices in a designated official county newspaper. The CSD originally designated the Corvallis Gazette Times as the official county newspaper in 2019.

While there are two newspapers of note in Benton County, the Corvallis Gazette-Times reaches the largest population of the county. Both the Corvallis Gazette-Times and the Albany Democrat-Herald are notified of the Library Services County Service District 'calendar as needed. This notification applies only to those items that are required to be legally notified by State Statute.

The option to extend an advertised item to other publications is exercised by most departments when it is deemed necessary. Designating an official newspaper requires that every item that meets statutory requirement must be advertised in all designated newspapers. As noted under fiscal impact, it is costly to run display ads.

**Options \***

- 1) Designate the Corvallis Gazette-Times as the official CSD newspaper.
- 2) Designate the Corvallis Gazette-Times and the Albany Democrat-Herald as the official CSD newspapers.

**Staff Recommendations \***

Staff recommends Option 1.

**Meeting Motions \***

I move to ...

I move to adopt the Order designating the Corvallis Gazette-Times as the official Library Services County Service District newspaper for legal publication for 2019.

**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

3.1 Library Services Newspaper ORDER.pdf

107.75KB

**Approvals**



Signature - Department

TELESA FARLEY

Signature - County Counsel

Sign

Signature - Finance

Sign

Signature - HR

Sign

Signature - CA

TELESA FARLEY

Signature - BOC

TELESA FARLEY

**BEFORE THE COUNTY SERVICE DISTRICT FOR LIBRARY SERVICES  
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Designating an )  
Official Newspaper for the ) ORDER No. D2019 - 020  
County Service District for Library Services )**

THE ABOVE ENTITLED MATTER COMING NOW FOR THE CONSIDERATION  
OF THE BOARD

THAT pursuant to Oregon Revised Statutes 193.020 it is necessary for various  
departments of the County to publish legal notices in designated official county newspapers.

THEREFORE, IT IS HEREBY ORDERED that the *Corvallis Gazette Times* is  
designated as the official Library Services County Service District Governing Body newspaper  
for legal publications.

Adopted this 15<sup>th</sup> day of January, 2019.

Signed this 15<sup>th</sup> day of January, 2019.

COUNTY SERVICE DISTRICT  
FOR LIBRARY SERVICES

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Annabelle Jaramillo, Chair

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Pat Malone, Commissioner

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Xanthippe Augerot, Commissioner

# Agenda Checklist



## Benton County Board of Commissioners

Suggested Agenda Date	1/15/2019 <a href="#">View Agenda Tracker</a>
Suggested Placement	County Service District
Submitted By	FARLEY Teresa
Department Submitting *	BOARD OF COMMISSIONERS
Contact Person *	Teresa
Phone Extension *	6890
Person Attending BOC Meeting *	Commissioners

### Agenda Item Details

**Title \*** Order in the Matter of Setting the County Service District for Library Services Governing Body Meeting Schedule for 2019

- This Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
  - Order/Resolution
  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 2 min

**Board/Committee Involvement \***  Yes  No  Not Applicable

**Advertised \***  Yes  No  Not Applicable

**Identified Salient Issues \*** The County Service District for Library Services Governing Body is required by State Statute to set a regular business-meeting schedule to ensure adequate public notice of the meetings. The County Service District for Library Services Governing Body normally establishes the meeting schedule at the first meeting held in January. The attached order sets the meeting schedule for 2019.

**Options \*** 1) Approve the order establishing in the County Service District for Library Services Governing Body schedule, as necessary, on the first, second, third and fourth Tuesday and/or other times as needed, time and place as noticed per ORS 192.640.

**Staff Recommendations \***

Staff recommends Option 1.

**Meeting Motions \***

I move to ...

I move to adopt the Order establishing the regular business-meeting schedule for the County Service District for Library Services Governing Body for 2019.

**Attachments**

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

3.2 Library Services Meeting Schedule ORDER.pdf

107.29KB

**Approvals**



Signature - Department

*TERESA FARLEY*

Signature - County Counsel

Sign

Signature - Finance

Sign

Signature - HR

Sign

Signature - CA

*JF for Joe Keaty*

Signature - BOC

*TERESA FARLEY*

**BEFORE THE COUNTY SERVICE DISTRICT FOR LIBRARY SERVICES  
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Setting the Meeting            )**  
**Schedule of the County Service District        )**        **ORDER No. D2019 - 021**  
**for Library Services                                    )**

THE ABOVE ENTITLED MATTER COMING NOW FOR THE CONSIDERATION OF THE BOARD AND,

IT APPEARING to the Board that it is in the best interest of the County Service District for Library Services for the Governing Body to meet regularly and publicly.

THEREFORE, IT IS HEREBY ORDERED that the County Service District for Library Services Governing Body will meet on the following schedule:

As necessary, on the first, second, third and fourth Tuesday and/or other times as needed, time and place as noticed per ORS 192.640.

BE IT FURTHER ORDERED that this schedule shall remain in force until superseded.

Adopted this 15<sup>th</sup> day of January, 2019.

Signed this 15<sup>th</sup> day of January, 2019.

COUNTY SERVICE DISTRICT  
FOR LIBRARY SERVICES

\_\_\_\_\_  
Annabelle Jaramillo, Chair

\_\_\_\_\_  
Pat Malone, Commissioner

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Xanthippe Augerot, Commissioner

**MINUTES OF THE MEETING  
COUNTY SERVICE DISTRICT FOR LIBRARY SERVICES  
Tuesday, December 18, 2018  
Benton County Board of Commissioners  
Board Meeting Room  
205 NW 5<sup>th</sup> Street, Corvallis, Oregon**

**Present:** Xanthippe Augerot, Chair; Annabelle Jaramillo, Commissioner; Anne Schuster, Commissioner; Joe Kerby, County Administrator

**Staff:** Lili'a Neville, Public Information Officer; Teresa Nix, Recorder

Chair Augerot called the meeting to order at 1:16 p.m.

**I. Comments from the Public**

No public comments were offered.

**II. Consent Calendar**

**2.1 Order in the Matter of Appointing Tony Lapiz to the Budget Committee –  
Mary Otley, Finance Director**

**MOTION:** Schuster moved to approve the Order appointing Tony Lapiz to the Library Services County Service District Budget Committee. Jaramillo seconded the motion, and it **carried 3-0**.

**III. Other**

No other items were discussed.

**IV. Adjournment**

Chair Augerot adjourned the meeting at 1:16 p.m.

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Xanthippe Augerot, Chair

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Teresa Nix, Recorder