



SHERMAN
COUNTY
Court Agenda

January 17, 2024

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/747990709>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

United States: +1 (571) 317-3129

Access Code: 747-990-709

Additions to Agenda

1.0 Appointment Schedule

- | | | | |
|-----|-----------------------|------------|--|
| 1.1 | 9:00 a.m. | | Steve Biagi, Maintenance Quarterly Report |
| 1.2 | 9:15 a.m. | | Eric Akin, Veteran Service Officer Quarterly Report |
| 1.3 | 9:30 a.m. | 9:36 a.m. | Undersheriff James Burgett – Sheriff’s Office Report |
| 1.4 | 10:00 a.m. | | Georgia Macnab – Planning Quarterly Report and CEDS projects |
| 1.5 | 10:30 a.m. | 10:32 a.m. | Julia Fall, Sherman County School District Quarterly Report |
| 1.6 | 10:45 a.m. | 10:46 a.m. | Dana Pursley-Haner, EMS Director |
| 1.7 | 11:15 a.m. | 11:33 a.m. | Debbie Hayden – Audit |
| 1.8 | 11:30 a.m. | 11:36 a.m. | Carrie Pipinich – Housing Application |
- Executive Session ORS 192.660 (2) (f) records that are exempt by law from public inspection

2.0 Action Items

- 2.1 Oregon Frontier Chamber of Commerce Dues
- 2.2 Fair Board Appointments
- 2.3 Wellness Center Rent
- 2.4 Sherman County Budget Officer

3.0 Discussion Items

- 3.1 Written Senior Center Quarterly Report
- 3.2 Written Transit Quarterly Report
- 3.3 Written Prevention Quarterly Report
- 3.4 Written Justice Court Quarterly Report
- 3.5 Commissioner Reports and updates

4.0 Consent Agenda

- 4.1 Minutes of November 1, 2023

- 4.2 Minutes of January 3, 2024
- 4.3 Claims December 2023
- 4.4 Expenditure Summary of December 2023
- 4.5 Treasurer Report of December 2023

5.0 Future Agenda Item

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Personnel



**SHERMAN COUNTY COURT
REGULAR SESSION
SHERMAN COUNTY COMMISSIONERS MEETING ROOM**

MINUTES

January 17, 2024

Court Opened: 9:00am

Present: Judge Joe Dabulskis, Commissioner Justin Miller, Commissioner Joan Bird, Administrative Assistant Tammi Gaskey

A quorum was present. No news media was present.

Pledge of Allegiance

1.0 Appointment Schedule

1.1 9:00 a.m. Steve Biagi – Building Maintenance Quarterly Report

Present: Steve Biagi, James Burgett, Eric Akin, Brittany Wood, Brittany Dark, Drew Messenger, Verna McClennan

Steve Biagi, Building Maintenance personnel, came to County Court to give his quarterly report. Steve noted that there is another heat issue in the new edition of the courthouse. Long is the company that does work on this heating system and currently is unable to make it to Sherman County to look at the system due to I84 being closed from Troutdale to Hood River due to the snow and icy weather. Long plans to be here on Monday, January 22, 2024 to work on the heat issue.

Steve said that everything else seems to be fine in all other buildings as far as he knows.

1.2 9:15 a.m. Eric Akin – Veteran Service Officer Quarterly Report

Present: Eric Akin, James Burgett, Brittany Wood, Brittany Dark, Drew Messenger, Verna McClennan

Eric Akin, Veterans Service Officer (VSO), came to County Court to give his quarterly report. Eric reported the following:

- 61 in-office meetings with Veterans
- 8 meetings with Veterans out of the office; including a few house calls.
- 300 + phone calls
- A Veteran started a Veteran's Help group in Arlington which meets once a month that Eric is attending. Group has met twice. About 10 Veterans are attending.
- Veteran's Day meal program- served about 300 meals. Still have two invoices that have not been turned in yet.

- Approximately 125 Veterans in Sherman County; mostly Vietnam Era Veterans which puts them in their late 60's – 80's.

Eric continued a discussion on transitional housing for Veterans which he started during his last quarterly report. Eric gave handouts which highlights Clackamas and Lane Counties programs. Eric stated that there are grants available for Veteran housing. Commissioner Bird stated that she will reach out to Mid-Columbia Community Action Council (MCCAC) and Center for Living (CFL) to get contacts for Eric. Commissioner Bird thought that MCCAC and CFL might be able to give Eric some direction on how and who to contact about getting the process rolling on getting a project like this started.

County Court told Eric that they appreciate all his hard work and enthusiasm in helping the Veterans of Sherman, Gilliam and Wheeler Counties.

1.3 ~~9:30 a.m.~~ 9:36 a.m. Undersheriff James Burgett – Sheriff's Office Report

Present: James Burgett, Brittany Wood, Brittany Dark, Drew Messenger, Verna McClennan, Georgia Macnab

Undersheriff James Burgett came to County Court and gave the Sheriff's Office report. Some of the highlights from the report are as follows:

- 110 Concealed handgun licenses were issued to residents
- 194 Concealed handgun licenses were issued to non-residents
- 53 Civil papers were processed or served
- Deputies wrote 2358 citations – most common offense was speeding on Hwy 97 including Moro and Grass Valley
- Deputies handled 854 calls – including major crimes, thefts, unattended deaths, animal complaints and motor vehicle accidents

Detective Travis West turned in his resignation and his last day will be January 26th, 2024. The Sheriff's Office does have a deputy position advertised and the position will continue to be open until filled.

February 9th the Sheriff's Office will be holding a conceal carry class.

James wanted to let County Court know that Bruce Olsen is amazing, the quality of his work is outstanding, and everyone notices all the effort he has been putting in to making the Courthouse yard look great. County Court also acknowledge that Bruce does a great job on the landscaping of the County grounds.

1.4 10:00 a.m. Georgia Macnab – Planning Quarterly Report and CEDS projects

Present: Georgia Macnab, Drew Messenger, Brittany Wood, Brittany Dark, Verna, McClennan, Dana Pursley-Haner, Julia Fall

Georgia presented her quarterly report which included highlights about:

- Avangrid – Klondike 1, CUP tower replacements – on pause at owners request
- Rosebush solar project – Sent letter to ODOE
- Biggs TA, final approval on updated site plan approved
- Avangrid O&P Building upgrades Baseline – waiting for app/permit to sign off

- Floodplain maps should be ready this year.
- Kent Water Tank – Do they need a building permit for putting in the water tank since it is above 6 feet? There was a permit for the Biggs Service District Water Tank.

Georgia and County Court went over the CEDS list from last year for the County. Georgia stated that the City of Moro and the City of Rufus are both working on their CEDS list. Georgia hasn't heard from the City of Wasco or the City of Grass Valley recently. County Court said that workforce housing, senior housing and broadband are the County's top three priorities.

Georgia will come back to County Court in a couple of meetings to put together a final County list that incorporates the cities and the County's top priorities.

1.5 ~~10:30 a.m.~~ 10:32 a.m. Julia Fall – Sherman County School District Quarterly Report

Present: Julia Fall, Drew Messenger, Brittany Wood, Brittany Dark, Verna McClennan

Julie Fall, Sherman County School District Superintendent, joined County Court electronically to give her quarterly report. Julia reported that the school has been battling bad weather and school closures for the last several days. Julia stated that the school board has discussed the hoax bomb threats that schools, hospitals and government building have been receiving and they have decided to update their policies with the help of Undersheriff James Burgett.

Julia stated that as part of the schools' safety program they have been getting staff trained.

Julia also mentioned that the school in is the strategic planning process. There will be many phases to this process and right now that are on Step 1 Identity Work – figuring out who we are as a district.

County Court told Julia that they appreciate everything that she is doing and all the updates on Facebook.

Go Huskies!!

1.6 ~~10:45 a.m.~~ 10:46 a.m. Dana Pursley-Haner – EMS Director

Present: Dana Pursley-Haner, Drew Messenger, Brittany Wood, Brittany Dark, Verna McClennan, Debbie Hayden, Carrie Pipinich

Dana Pursley-Haner, EMS Director, came to County Court to give an overview of the types of calls received, types of insurances and what is/isn't paid through insurance. For example there was 19 calls in December 2023 and only 13 of those calls were billable. Out of those calls that are billed, only a portion of each bill gets paid and the rest gets written off.

Dana was going through 2023 billing with County Court to show the bills, what gets written off and then what costs for EMS are going up. Dana is hoping to suggest increases in some of the EMS charges during the budget process for 2024/25 fiscal year. Dana also wants to increase the wages of paid volunteers to help entice people to sign up and to keep people that are signed up as paid volunteers.

1.7 ~~11:15 a.m.~~ 11:33 a.m. Debbie Hayden - Audit

Present: Debbie Hayden, Drew Messenger, Brittany Wood, Verna McClennan, Brittany Dark, Carrie Pipinich

Debbie Hayden, Sherman County Finance Office came to County Court to discuss the 2023 Audit Findings.

The auditors found that the finance staff does not prepare their own financial statements and instead has contracted with auditor to prepare the annual financial statements.

The auditors have noted that staff has the necessary skill and knowledge to take responsibility for these statements, but notes their experience in preparing cash basis financial statements and related disclosures is limited, Sherman County has addressed this deficiency by contracting with the auditing firm to prepare these annual financial statements. The finance staff works diligently in preparation of its annual audit providing all reports and documentation immediately upon request. The final audit report is reviewed thoroughly before approval by the Sherman County Court.

Motion by Judge Dabulskis, second by Commissioner Miller, to approve the corrective action plan and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

1.8 ~~11:30 a.m.~~ 11:36 a.m. Carrie Pipinich – Housing Application Executive Session ORS 192.660 (s) (f) records that are exempt by law from public inspection

Carrie joined County Court electronically to have a discussion about a current housing application. Judge Dabulskis stepped out of the room and then County Court went into Executive Session.

Entered into Executive Session at 11:38 a.m.

Exited Executive Session at 12:00 pm.

During the executive session details on a housing application were discussed.

Motion by Commissioner Miller, second by Commissioner Bird, to approve the Housing Rehabilitation Grant application for \$17,000 pending completed application with completed house inspection, provide an exemption for the move in date conditional upon meeting all other program requirements and fund availability and authorize Commissioner Miller to approve project completion, grant payment and sign paperwork. Projects eligible will consist of improvement construction costs incurred only after a completed application to the program.

Vote: 2-0

Yes: Bird, Miller

No: 0

Abstain: 1 Dabulskis

2.0 Action Items

2.1 Oregon Frontier Chamber of Commerce Dues

Motion by Judge Dabulskis, second by Commissioner Miller, to authorize payment for Oregon Frontier Chamber of Commerce Dues in the amount of \$100 for 2024.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.2 Fair Board Appointments

Motion by Judge Dabulskis, second by Commissioner Bird, to appoint both Bert Perisho and Tionie Kock to the Fair Board for a three year term ending December 2026.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.3 Wellness Center Rent

Motion by Commissioner Bird, second by Judge Dabulskis, to authorize an increase in the Sherman County Wellness Center rent from \$439.00 to \$482.00 per month effective April 1, 2024.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.4 Sherman County Budget Officer

Motion by Judge Dabulskis, second by Commissioner Miller, to authorize Debbie Hayden, Sherman County Finance Officer, as the Sherman County Budget Officer for 2024.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

3.0 Discussion Items

3.1 Written Quarterly Report – Senior Center

Kari Silcox and her team do a great job.

3.2 Written Quarterly Report – Transit

Kelsi Phillips and her team do a great job and thank you for keeping everyone safe.

Bus Barn Update – RFQ will be sent out in February. They hope to break ground in spring and finish in fall.

3.3 Written Quarterly Report – Prevention

Great report.

3.4 Written Quarterly Report – Justice Court

Great report.

3.5 Commissioner Reports and updates

Judge Dabulskis – Attended an AOC Natural Resources meeting; an AOC Legislative meeting; an AOC Membership meeting; a CREA meeting; a Safety meeting; a LPSCC meeting; and an Eastern Oregon Caucus conference call.

Judge Dabulskis met with Jeremy Thompson from Fish and Wildlife.

Judge Dabulskis met with a farmer whose insurance was not being renewed and he has to submit a letter stating that he is part of a fire district and what his wildfire score is. Judge Dabulskis gave this person a phone number and an email of people that can help with this.

Judge Dabulskis stated that EMS received a grant from TC Energy for 11 AEDs that will be placed all over Sherman County to help our communities and travelers during emergencies.

Judge Dabulskis has received a phone call saying good things about the Starvation boat ramp.

Commissioner Miller – Attended an LCHP meeting and a Fair board meeting.

Commissioner Miller asked Judge Dabulskis if he had gotten a quote about hooking up fiber. Judge Dabulskis stated that he is meeting with a representative from Blue Mountain in the near future.

Commissioner Bird – Attended a Watershed meeting and an SWCD meeting.

4.0 Consent Agenda

4.1 Minutes of November 1, 2023

Motion by Commissioner Bird, second by Commissioner Miller, to approve the Minutes of November 1, 2023, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.2 Minutes of January 3, 2024

Motion by Commissioner Bird, second by Commissioner Miller, to approve the Minutes of January 3, 2024, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.3 Claims Report – December 2023

Motion by Judge Dabulskis, second by Commissioner Bird, to approve the Claims Report for the month of December 2023, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.4 Expenditure Summary – December 2023

Motion by Commissioner Miller, second by Commissioner Bird, to approve the Expenditure Summary for the month of December 2023, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.5 Treasurer's Report of December 2023

Motion by Commissioner Miller, second by Commissioner Bird, to approve the Treasurer's Report for the month of December 2023, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

Future Meetings:

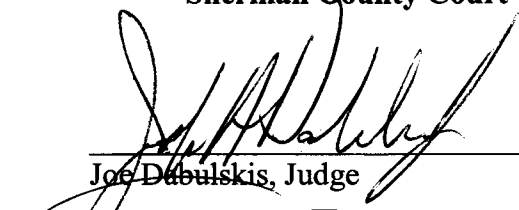
Added Special Session for Compensation will be March 26th at 9:00 a.m.

Georgia wants an appoints for CEDS for 2nd County Court in February.


Budget topic – Note to discuss cost of annual EMS dinner

Being no further business before the Court, the meeting was adjourned at 12:48 p.m.

Sherman County Court



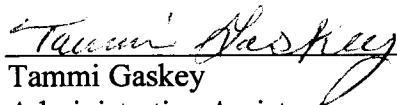
Joe Debulskis, Judge



Justin Miller, Commissioner



Joan Bird, Commissioner

Attest: 

Tammi Gaskey
Administrative Assistant