



Court Agenda

November 6, 2024

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Additions to Agenda

3.7 Executive Session in Accordance with ORS 192.660 (2) (i) Personnel

1.0 Appointment Schedule

- | | | |
|----------------|-----------------------|--|
| 1.1 | 9:00 a.m. | Julia Fall, Sherman County School District Quarterly Report |
| 1.2 | 9:15 a.m. | 9:05 a.m. Mark Coles, Road Master Quarterly Report |
| 1.3 | 9:45 a.m. | 9:20 a.m. Michelle Colby, MCEDD Quarterly Report |
| 1.4 | 10:30 a.m. | 10:22 a.m. Kelsi Phillips – Coordinated Transportation Plan |

2.0 Action Items

- 2.1 Replacement of Bard HVAC Unit for Shelter – Gordon Ridge
- 2.2 Canopy Subscription Agreement

3.0 Discussion Items

- 3.1 Written Transportation Quarterly Report
- 3.2 Written Planning Department Quarterly Report
- 3.3 Written Justice Court Quarterly Report
- 3.4 Written Senior Center Quarterly Report
- 3.5 Senior Housing Update
- 3.6 Commissioner Reports and Updates

4.0 Consent Agenda

- 4.1 Minutes of September 18, 2024
- 4.2 Minutes of October 16, 2024
- 4.3 Claims of October, 2024

5.0 Future Agenda Items

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

NOVEMBER 6, 2024

Opened Court: 9:00 a.m.

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

A quorum was present. No news media was present.

Additions to Agenda

3.7 Executive Session in Accordance with ORS 192.660 (2) (i) Personnel

1.0 Appointment Schedule

1.1 ~~9:00 a.m.~~ — Julia Fall, Sherman County School District Quarterly Report

1.2 ~~9:15 a.m.~~ 9:05 a.m. Mark Coles, Road Master Quarterly Report

Present: Mark Coles, Michelle Colby, Drew Messenger

Mark Coles, Road Master, came to County Court to give his quarterly report. Here are some of the highlights:

- Fall grading almost completed
- Center line stripes completed
- Hot mix patching completed
- Currently hauling 10,000 yards of gravel to prepare for next years' projects
- New fuel system up and running
- Sent bill to Clean Water for Bio Hazard clean-up work
- Road Department is fully staffed with 8 people

1.3 ~~9:45 a.m.~~ 9:20 a.m. Michelle Colby, MCEDD Quarterly Report

Present: Michelle Colby, Drew Messenger

Michelle Colby, Sherman County Economic Development Coordinator for MCEDD, came to County Court to give her quarterly report. Here are some of the highlights:

- Grass Valley Market Pacific Power grant. Grant resulted in the installation of an electric vehicle (EV) charging station. Staff continue to support project closeout.
- Sherman County Bus Shelter (Barn) project. MCEDD has an agreement with the County to support grant administration and labor standards management regarding the new bus barn project. Staff monitoring project status; land use approval with City of Moro pending.
- City of Wasco: Staff support to the City of Wasco with funding applications to Business Oregon and Department of Environmental Quality to apply for funds to replace the remaining oldest wastewater pipeline which is corroding. Through this process the city was made aware that a prerequisite to receive the funds is to amend/update the city's wastewater master plan thus additional applications were submitted for planning funds to amend/update the wastewater master plan. All applications are pending.
- Sherman County Electric Vehicles (EVs): Staff supported the County in applying to Oregon Department of Transportation's Carbon Reduction Program for a pilot electric vehicle (EV) and charger project. The County successful was awarded a grant. The ODOT award contract for the charger component is pending all signatures and the ODOT award contract for the electric vehicles is under review by the Department of Justice (DOJ). Staff supporting the County to coordinate with ODOT on next steps.
- Grass Valley: Staff assisting with the community's responsibilities to provide the required data Rural Community Assistance Corp (RCAC) needs to execute an independent income survey of the households in Grass Valley. The third-party income survey will hopefully demonstrate that the City of Grass Valley is still eligible for Community Development Block Grant (CDBG) funds. The City recently discovered after repeatedly being eligible for CDBG funds that the recent low moderate income percentage results render them ineligible for CDBG funds. Business Oregon administers CDBG funds. RCAC's methodology to be used for the income survey is pending Business Oregon approval.
- Staff arranged regular monthly meetings with representatives from the four incorporated cities (City of Rufus, City of Wasco, City of Moro, and City of Grass Valley). Meetings focused on budget, audit findings, process and procedures and discussing projects and needs. City personnel have been outstanding in their attendance and incredibly supportive of continuing to meet regularly.
- Sherman County Housing Assistance Program: Staff received a few inquiries with one application submitted. There is one new housing application before the County Court to consider today. There are three open housing projects: one new construction housing, one rental housing and one rehabilitation housing project.
 - Program recognition-promotional efforts.
- MCEDD monthly newsletter October 2024 edition and MCEDD social media
- Sherman County | The Citizen-Reporter October 2024 edition

Additional Activities

- MCEDD's Environmental Protection Agency (EPA) Brownfields Grant: Sherman County applied to MCEDD for a project that aims to expand a senior housing development in the City of Moro. MCEDD's brownfield contractor (Stantec) is reviewing the independent phase II assessment procured by the county to advise the county on possible next steps.
- Other MCEDD staff is working with Sherman County Emergency Management to apply as a cohort consisting of Wasco County, Hood River County, Sherman County and Gilliam County for the Oregon Department of Energy's County Energy Resilience Program, where Oregon counties can apply for up to \$50,000 to support development of an energy resilience plan.

Motion by Commissioner Miller, second by Commissioner Bird, to approve a new housing construction grant application submitted by Vincent Bonotto in the award amount of \$10,000; and authorize Judge Dabulskis to issue an approval letter, approve project completion and grant payment, conditional upon meeting all program requirements, terms, and conditions.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

Michelle brought forward the topic of commercial property wanting to be turned into residential property. County Court was curious about the idea as it does give the potential for additional housing, however, there are some questions.

- Zoning changes with the city needs to be completed before applying for housing funds
- Parking could be an issue
- Michelle will put together a draft application and bring forward at a future County Court meeting

1.4 ~~10:30 a.m.~~ 10:22 a.m. Kelsi Phillips – Coordinated Transportation Plan

Present: Kelsi Phillips, Kathy Fitzpatrick, Michelle Colby, Drew Messenger

Kathy Fitzpatrick, MCEDD Regional Mobility Manager and Kelsi Phillips, Sherman County Transit Director, came to County Court to discuss the Sherman County Coordinated Human Services Public Transportation Plan Update.

Kathy stated that the plan must evaluate community resources, document the needs of three target populations and identify strategies to address the gaps/barriers. Projects must be in a plan to receive federal and state funding. The three target populations for Sherman County are older adults, low-income individuals and individuals with disabilities. Strategy Categories are as follows:

1. Sustain existing transportation services
2. Operations: needs and projects
3. Service Expansion
4. Stable funding
5. Marketing and Outreach
6. Planning and Coordination

Motion by Commissioner Miller, second by Commissioner Bird, to approve the Sherman County Coordinated Human Services Public Transportation Plan Update and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

2.0 Action Items

2.1 Replacement of Bard HVAC Unit for Shelter – Gordon Ridge

Motion by Judge Dabulskis, second by Commissioner Bird, to authorize replacement of Bard HVAC Unit for Shelter on Gordon Ridge not to exceed \$1,500 with funds coming from General Fund.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

2.2 Canopy Subscription Agreement

Motion by Commissioner Bird, second by Commissioner Miller, to authorize subscription agreement between Sherman County and Canopy for EAP services lined out in Exhibit A of this agreement, not to exceed \$1,000 per year, for non-insured County employees and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

3.0 Discussion Items

3.1 Written Transportation Quarterly Report

Nice report.

3.2 Planning Department Written Quarterly Report

Georgia has been busy.

3.3 Written Justice Court Quarterly Report

Justice Court has been busy. Revenue looks good.

3.4 Written Senior Center Quarterly Report

Good report.

Motion by Commissioner Bird, second by Commissioner Miller, to approve funding not to exceed \$70,000 for tree removal (Tarzan Tree Service), HVAC (Long Heating and Air) and refrigeration/freezer (Devco) with funds coming from general fund.

Vote: 2-0

Yes: Miller, Bird

No: 0

Abstain: 1 Dabulskis (due to relation to Devco)

3.5 Senior Housing Update

Walked the MCP property to check it out; it is currently staked out. Paperwork has been turned into the City of Moro to parcel out that piece of property. Judge Dabulskis is currently working with MCP Legal Counsel for legal description of property. This is the property that is under consideration to build future additional senior housing.

3.6 Commissioner Reports and Updates

Judge Dabulskis – Attended a NORCOR Board meeting; the Fair board Appreciation Dinner; CREA meeting; conducting informal CREA interviews for a new CREA Director; a MCEDD Loan Board meeting; a MCEDD Economic Symposium; and a Brownsfield Advisory meeting.

Judge Dabulskis stated that their needs to be power installed at the Hoctor Lot.

Judge Dabulskis stated that he spoke to Bruce Olsen regarding stumps at the fairgrounds, senior center and DeMoss Park. Bruce will be renting a stump removal piece of equipment to remove all of the stumps.

Dan Meador has made some comments on the proposed Mobile Food Unit Ordinance and is working with our legal counsel to get a solid draft put together.

Commissioner Miller – Attended a LJDACT meeting and the Fair board Appreciation Dinner. Happy 1st Birthday to Scottie.

Commissioner Miller talked to a property owner that is ok with paying Sherman County property taxes because the roads are in good shape and the County is well looked after. Property owner was very happy with the way taxes are spent.

Commissioner Miller had a phone call about the Wolf Compensation Committee. There seems to be potential activity in the SW corner of the County. Commissioner Miller would like to know who is on this committee and if they are willing to continue serving if this committee needs to meet.

Commissioner Bird – Attended a CAPECO meeting; a Fair board Appreciation Dinner; a Mid-Columbia Housing Authority meeting; the MCEDD Economic Symposium; meeting with Martha McGinnis and Commissioner Brady to look for locations for NCPH to move to; and met with Al Barton from Center for Living.

Commissioner Bird asked about BLM road. There is no update at this time.

Commissioner Bird noted that Debbie Hayden, Commissioner Bird and Nicole Strong with OSU Extension would be meeting to discuss OSU Extension's future request for a contingency fund. Some questions that came up were as follows:

- Should the contingency fund be capped at a dollar amount
- Should the contingency fund be ran through the County
- Should the contingency fund be part of their budget
- Does County Court want to keep authority over these dollars

County Court decided that they were ok with the idea of a contingency fund but would like to consider some sort of control. Ultimately, Nicole will need to bring a proposal of the contingency fund forward to the Sherman County Budget Committee during the April/May meeting.

3.7 Executive Session

11:44 a.m. Went into Executive Session in accordance with ORS 192.660 (2) (i) Personnel
12:00 p.m. Came out of Executive Session

During Executive Session, employment matters were discussed.

4.0 Consent Agenda

4.1 Minutes of September 18, 2024

Motion by Commissioner Bird, second by Commissioner Miller, to approve the Minutes of September 18, 2024 as presented.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

4.2 Minutes of October 16, 2024

Motion by Commissioner Miller, second by Judge Dabulskis, to approve the Minutes of October 16, 2024 as presented.

Vote: 3-0

Yes: Dabulskis, Miller, Bird

No: 0

Abstain: 0

4.3 Claims – October, 2024

Motion by Commissioner Bird, second by Judge Dabulskis, to approve the Claims for October, 2024 as presented.

Vote: 2-0

Yes: Dabulskis, Bird

No: 0

Abstain: 1, Miller (due to relation to Over the Bank Construction Co)

5.0 Future Agenda Items

LPSCC Appointments

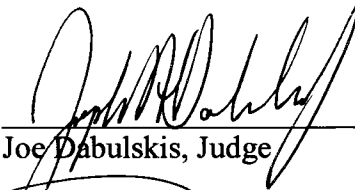
Housing Appointment

NCPH Appointment


Ambulance Board Appointment

Being no further business before the Court, the meeting was adjourned at 12:05 p.m.


Sherman County Court



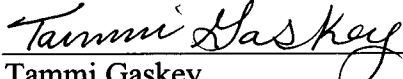
Joe Dabulskis, Judge



Justin Miller, Commissioner



Joan Bird, Commissioner

Attest: 

Tammi Gaskey
County Court Administrative Assistant