



Court Agenda

October 1, 2025

9:00 a.m.

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Additions to Agenda

2.6 OYA Agreement #15410

1.0 Appointment Schedule

- 1.1 9:00 a.m. Steve Biagi, Building Maintenance – Quarterly Report
- 1.2 9:20 a.m. James Burgett, Sheriff's Office – Quarterly Report
- 1.3 9:45 a.m. Julia Fall, Sherman County School Superintendent – Quarterly Report
- 1.4 10:00 a.m. Matt McGowan with The Partners Group – Insurance Presentation

2.0 Action Items

- 2.1 Amendment No. 001 to HECC Grant No. 24-072X increased amount
- 2.2 NORCOR Rapid Referral Contract with Northwest Forensic Institute LLC
- 2.3 Columbia Cascade Housing Corporation Tree Removal
- 2.4 Sherman County Property Value Appeals Board
- 2.5 CAPECO Services Agreement

3.0 Discussion Items

- 3.1 Thank You Note from Sherman County Preschool
- 3.2 Commissioner Reports and Updates

4.0 Consent Agenda

- 4.1 Minutes of August 20, 2025
- 4.2 Claims – September 2025
- 4.3 Treasurer's Report – July 2025
- 4.4 Treasurer's Report – August 2025

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

October 1, 2025

Court Opened: 9:00

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

A quorum was present. No news media was present.

Additions to Agenda

1.0 Appointment Schedule

1.1 ~~9:00 a.m.~~ 9:02 a.m. Steve Biagi, Building Maintenance - Quarterly Report

Present: Steve Biagi, Jayne Burnett, Brenda Coleman

Steve Biagi, Building Maintenance, came to Sherman County Court to give his quarterly report. Here are some of the highlights:

Courthouse:

07/21: A boiler inspection company reached out to Steve to schedule a boiler inspection for the insurance company. Steve turned the boilers on in the computer and went down into the basement to confirm they were running. Upon inspection Steve noticed a strong gas smell. Steve immediately turned off the boilers and turned the gas off at the tank outside. Steve called pacer propane out and they did a full leak search and did not find any leaks. We then started the boilers back up and found that boiler 2 was not starting and was forcing unburned gas out of the air intake. Steve talked to LONG to have them take a look during their next visit.

07/29: LONG replaced all 4 compressors and inverter boards as well as installed inverted traps. Chris adjusted the boilers and got both of them running.

08/01: Boiler inspection was performed, no findings, passed inspection.

09/02: LONG Replaced CU-2 Compressor, inverter board and active path solenoid valve. CU-2 is currently running well. Had Chris go through the main system, everything is running good so far.

09/08: DCBS sent an inspector to inspect our elevators. We are overdue for our seismic valve testing; Steve has reached out to OTIS and is waiting for scheduling.

09/11: Cummins performed preventative maintenance on generator. No unusual findings.

Crew working behind courthouse on new housing development dug through and damaged wire that feeds the light pole in the back parking lot, they told Steve the line was not located, and they were

unaware the line was in their path. They replaced the damaged conduit and said it would be on the county to get a new wire fed to the light from the breaker in maintenance shop. Quote from electricians to replace wire is approximately \$2,000.

COHC Maintenance: Thursday October 9th; LONG maintenance: TBD

09/30: Found a condensation leak coming from boiler 2 exhaust vent, turned off boiler and informed LONG. They will address issue during next maintenance.

Senior Center

05/09: Got a call after hours on a Friday night that water was rushing out from the senior center, when Steve got down there, he discovered the main water line going into the building had blown. Steve shut off water to building until Monday when he could dig up pipe and perform repairs. There was a small amount of water that had leaked into the building, he had Ben Bailey's come and clean the carpets and ran a moisture detector along the bottom of the walls, no moisture was found.

05/12: Dug up water line and found failed romac coupling. Previous repairs did not have any thrust blocking, allowing the pipe to move when under load. Made repair, added new thrust blocking and left uncovered for a week before burying. Was told water pressure was abnormally high due to location in relation to city water supply.

07/16: Mentioned to County Court that the Senior Center had too much water pressure and that he would look into adding a pressure reducing valve.

08/26: Found out Senior Center already had a PRV that had failed, current building water pressure 105psi

09/04: Had 2 Dogs plumbing come out and replace faulty PRV, Senior Center now has 70psi.

09/09: Freezer went down at 1:30am. Steve got the notification from his remote monitoring system at 7:30am. The alarm was set to notify him if the temp was over 15 degrees for 40 min. The temperature rose from -10 to 17 degrees from 1:30am-7:30am. LONG came out immediately that morning to diagnose and found a failed EEV valve, Steve went to Portland and picked up a freezer trailer from the same company we used when the new freezer units were put in. Steve put the remote monitor in the trailer so he could monitor the temperature. Freezer is still under warranty. LONG paid for the freezer trailer (\$550)

09/15: LONG came and replaced faulty EEV valve, freezer started up and ran.

09/16: Freezer started getting warm again (15 degrees) LONG came back out and re calibrated the settings for the new EEV valve. Freezer is running great and no longer has any ice buildup.

09/23: 2 Dogs Plumbing replaced water heater and expansion tank. Old water heater had excessive sediment buildup and expansion tank had failed.

Extension

No updates. Steve will keep an eye on the roof when there is snow buildup.

Steve asked County Court about the new bus barn and what his responsibilities will be there. Judge Dabulskis stated that he had discussed this matter with Kelsi Phillips, and she will be taking care of the everyday cleaning at the bus barn. Kelsi will reach out to Steve if there are bigger maintenance issues that need his attention.

1.2 9:20 a.m. James Burgett, Sheriff's Office- Quarterly Report

Present: James Burgett, Jayne Burnett, Brenda Coleman

Sheriff James Burgett came to County Court to present the Sheriff's Office quarterly report. James gave a list and discussed the different types of calls that they responded to, and the report showed how many of each type of call the reported to.

James reported on the new traffic overtime program that his department started this fiscal year. Each responding officer can work up to 4 hours of overtime each week to work traffic. James stated that in the first three months of having this overtime option there were 240 hours available, and 106 hours were used, which includes 334 stops, 293 citations, and 58 warnings.

James reported that The Marine Board cut all contracts by 30%. This did not affect Sherman County significantly as we currently have two deputies that work in the position, who are also in the National Guard. So, they are unable to get enough hours in as it is. The new deputy would be moving into the Marine position next year.

Across the board we are looking good. James stated that he will be asking for a supplemental on his computer budget line as they have had two hard drives crash. Because the hard drives contain sensitive information, they must go to a CJIS approved facility. The estimated cost for repair/retrieval is \$3,400 each. James was recently told that one hard drive is not recoverable, so there will be no charge.

James mentioned that they have one person in background/psych evaluation stage and depending on how that turns out we might have a new deputy starting by mid-October.

Looking ahead, James stated that his top priority within the office is retaining the staff they currently have. They are professional, trustworthy, and well-trained, and they do an excellent job of serving the citizens of Sherman County. Losing any of them would create a gap and increase the workload and stress for the remaining staff.

At present, morale within the office is high. We have completed the salary survey on our end, and the deputies are awaiting the results. There has also been discussion within the office about adding deputies in the future. If salary revisions are to be made, my preference would be to finalize those before hiring additional staff, as doing so will help us attract qualified candidates.

James stated that his vision is to add one Traffic Deputy and one School Resource Deputy. The Traffic Deputy would focus exclusively on traffic enforcement within the county and would not be tied up in criminal cases or investigations. In October, James will be meeting with the Sherman County School Board to discuss the possibility of a School Resource Deputy.

Motion by Commissioner Bird, second by Commissioner Miller, to authorize the Personal Services Contract between Northwest Forensic Institute LLC and Northern Oregon Regional Corrections (NORCOR), on behalf of the Sheriff's Oversight Committee comprised of Hood River, Wasco, Sherman, and Gilliam Counties Sheriffs and authorize Judge Dabulskis.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

1.3 ~~9:45 a.m.~~ 9:40 a.m. Julia Fall, Sherman County School Superintendent – Quarterly Report

Present: Julia Fall, Jayne Burnett, Brenda Coleman

Julia Fall, Sherman County School Superintendent, came to County Court to give her quarter report.

Here are some of the highlights:

- Julia shared the Sherman County School District's Strategic Plan
- School is off to a great start.
- Great staff
- Great atmosphere
- FFA, Chess, Football, Volleyball, etcetera.

1.4 10:00 a.m. Matt McGowan with The Partners Group – Insurance Presentation

Present: Matt McGowan, Bre Wimber, Tom Belusko, Kristi Weis, Brenda Colman

The Partners Group came to County Court to give an insurance presentation about why they would be a good fit to represent Sherman County's insurance needs in the coming years.

First thing was introductions.

Tom BeLusko, AU, CIC Public Entity Practice Leader

Tom has 25 years of insuring and offering risk management services to Oregon's public entities. He is most passionate about relationship building, fostering trust, and providing impeccable service to customers. Tom also spent two years within the public entity sector working for CIS (City County Insurance Services) in the loss control and underwriting departments. He has also served on SAIF's Agent Advisory Council since 2014, including a six-year stint as committee chair.

Bre Wimber, Public Entity Account Executive

Bre has more than 15 years of insurance expertise, specializing in public entity, farm and ranch, and workers' compensation. A true people person and effective communicator, she thrives on creative problem solving and is a self-learner. Bre is passionate about shifting clients' perspectives on insurance, turning it from a barrier into a tool for risk management. Dedicated to breaking industry stereotypes, she takes pride in being the first call during challenging times, guiding clients through the complexities of insurance.

Matt McGowan, AAI, CIC, CRM Public Entity Account Executive

Matt is an Accredited Advisor in Insurance, a Certified Insurance Counselor, and a Certified Risk Manager. He has 17 years of experience in public entity and complex property and casualty insurance. Matt is a highly effective communicator and understands how to prioritize insurance and risk management within different operations.

Matt explained that this would be the team to work on this account and that they are all close by and would be with us year-round and not just at renewal. He said that they are a specialized team, able to stay on top of the ever-changing complexities of government entities.

Matt also stated that The Partners Group:

- Donates \$5,000 in scholarships to the local high school annually
- Attend AOC and LOC meetings and events.

- Provides Lawyers to review claims.
- July 1st is the renewal date; however, they would help as needed prior to that date.

It was stated that Matt has done a really good job creating/building relationships with Sherman County, helping as needed even though we are not his client at this time.

2.0 Action Items

2.1 Amendment No. 001 to HECC Grant No. 24-072X increased amount.

Motion by Judge Dabulskis, second by Commissioner Miller, to approve amendment No. 001 to Grant No. 24-072X, between the Higher Education Coordinating Commission (HECC) and Sherman County for an amount not to exceed \$52,500.00 and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.2 Intergovernmental Agreement #6915 between the Department of Corrections and Sherman County

Motion by Commissioner Bird, second by Commissioner Miller, to authorize the Intergovernmental Agreement #6915 between the State of Oregon acting by and through its Department of Corrections, and Sherman County and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.3 Columbia Cascade Housing Corporation Tree Removal

Motion by Judge Dabulskis, second by Commissioner Miller, to authorize Gorge Arbor Care to remove five large cottonwood trees located directly behind Sagewind Manor Apartments located at 302 Dewey Street. The cost of removing the trees will be split 50/50 with Columbia Cascade Housing Corporation, each paying \$2,750, with the project total to be \$5,500.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

Jayne Burnett came to County Court to express her concern regarding the trees and stressed the importance of their removal for peace of mind and safety of the residence, their guests, and the neighbors.

2.4 Sherman County Property Value Appeals Board

Motion by Judge Dabulskis, second by Commissioner Bird, to appoint Joe Dabulskis and Justin Miller as Office Holding members and Emly Bailey, Linda Bird and Lynn Harris as Non-Office

Holding members of the 2025-26 and the 2026-27 Property Value Appeals Board with the term of office to begin October 1, 2025, and end June 30, 2027, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.5 CAPECO Services Agreement

Motion by Commissioner Bird, second by Commissioner Miller, to authorize Judge Dabulskis to sign all Service Agreements between Community Action Program of East Central Oregon (CAPECO) and Sherman County until June 30, 2026.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

Tammi Gaskey will send message to Kari Silcox at the Senior Center to give her a heads up of this motion.

2.6 Amber Grant

Motion by Judge Dabulskis, second by Commissioner Bird, to approve Agreement #15410 between Oregon Youth Authority and Sherman County for a term effective July 1, 2025, through June 30, 2027, not-to-exceed \$5,431 and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

3.0 Discussion Items

3.1 Thank You Note from Sherman County Preschool

Very nice note.

Sherman County Preschool Board Members are changing.

3.2 Commissioner Reports and Updates

Commissioner Joan Bird – Attended Sherry Kaseberg's service; a Mid-Columbia Community Housing meeting; a CAPECO meeting; a Mid-Columbia Community Action Council meeting; a NCPH Collaboration meeting; a Center for Living meeting.

Commissioner Justin Miller – Worked on a fire.

Judge Joe Dabulskis – Attended AOC Districts 1, 4, and 7 meetings; a NORCOR Board meeting; met with building appraiser; met with Debbie Hayden, Kristi Weis and a CIS Risk Assessment representative to discuss Sherman County’s harassment training, on boarding training, and so on; met with ODOT about road issues in Biggs; talked with Nick Weis regarding weeds at Azure Farms; talked with Bruce Olsen regarding building a shed at the RV Park.

Sherman County received a federal subpoena regarding foreclosures. Judge Dabulskis is working with County Counsel Meredith Smith to see why we received this. Meredith is under the impression that Sherman County will be dropped from the lawsuit and will not need to answer to the federal subpoena.

4.0 Consent Agenda

4.1 Minutes of August 20, 2025

Motion by Commissioner Bird, second by Judge Dabulskis, to approve the Minutes of August 20, 2025, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.2 Claims – September 2025

Motion by Judge Dabulskis, second by Commissioner Miller, to approve the September 2025 Claims as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.3 Treasurer’s Report – July 2025

Motion by Judge Dabulskis, second by Commissioner Bird, to approve the Treasurer’s Report of July 2025, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.4 Treasurer’s Report – August 2025

Motion by Judge Dabulskis, second by Commissioner Miller, to approve the Treasurer’s Report of August 2025, as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

5.0 Future Agenda Items

Upcoming Meetings:

October 10, 2025, Employee Potluck at Joe and Jeanne's Barn

October 15, 2025, County Court

November 5, 2025, County Court

November 18-20 AOC Annual Conference

November 24, 2025, Hold for County Court Special Session if needed.

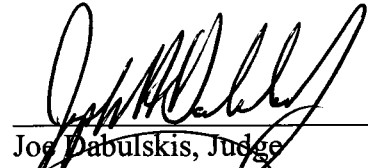
December 3, 2025, County Court

~~December 10, 2025, Tri-County Court~~ meeting has now been rescheduled for Jan. 14

December 17, 2025, County Court

Being no further business before the Court, the meeting was adjourned at 11:34 a.m.

Sherman County Court



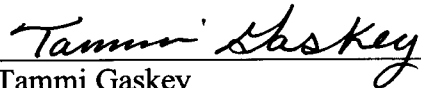
Joe Dabulskis, Judge



Justin Miller, Commissioner



Joan Bird, Commissioner

Attest: 

Tammi Gaskey
Administrative Assistant