



Court Agenda

October 18, 2017

**1.0 Appointment Schedule**

- 1.1 9:00 a.m. Jessica Metta – Mid-Columbia Economic Development District – Quarterly Report
- 1.2 9:30 a.m. Mike Smith – Frontier TeleNet – Fiber Update
- 1.3 10:30 a.m. Shawn Payne – Emergency Services Director – Quarterly Report
- 1.4 10:45 a.m. Marnene Benson-Wood – Treasurer/Community Transit – Quarterly Report
- 1.5 11:00 a.m. Nate Stice – Regional Solutions – Quarterly Report
- 1.6 1:00 p.m. Cindy Brown, Brian Tuck – OSU Extension – Quarterly Report
- 1.7 1:30 p.m. Jenine McDermid – Clerk – Public Records Request Procedure; Ballot Tabulation System

**Additions to Agenda**

**2.0 Action Items:**

- 2.1 Surplus 2011 Ford Crown Victoria – Donation to North Central Public Health District
- 2.2 Economic Impact Study of In-State vs. Out-of-State Development
- 2.3 2017-2019 Child Abuse Multidisciplinary Intervention Grant Agreement

**3.0 Discussion Items**

- 3.1 Quarterly Report: Ron McDermid – Justice of the Peace
- 3.2 Quarterly Report: Jan Byram – Senior Center Director
- 3.3 Quarterly Report: Bryan Hunt – Tri-County Veterans Services Officer
- 3.4 Commingle Recycling
- 3.5 Main Street Improvement Committee Letter of Dissolution
- 3.6 Website Re-Design Update
- 3.7 Commissioner Reports

**4.0 Consent Agenda**

- 4.1 Minutes of October 4, 2017
- 4.2 Special Session Minutes of October 5, 2017
- 4.3 Revenue/Expenditure Summary – September 2017

4.4 Treasurer’s Report – September 2017

5.0 **Future Agenda Items**

*\*\*If necessary, an Executive Session may be held in accordance with: ORS 192.660 (2) (d) Labor Negotiations ORS 192.660 (2) (h) Legal Rights  
ORS 192.660 (2) (e) Property ORS 192.660 (2) (i) Personnel*



**SHERMAN COUNTY COURT  
REGULAR SESSION  
SHERMAN COUNTY CIRCUIT COURTROOM**

**MINUTES**

**October 18, 2017**

**Opened Court: 9:01 a.m.**

Present: Judge Gary Thompson, Commissioner Tom McCoy, Commissioner Joe Dabulskis, Administrative Assistant Lauren Hernandez

A quorum was present. No news media was present.

**Additions to Agenda**

**SUMMARY OF ACTIONS TAKEN**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to sign the Memorandum of Understanding Between Sherman County and Sherman County School District for Reunification Site.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to retain the \$15,172.21 left in last year's Extension fund for unanticipated costs and to carry over to next fiscal year if left unused.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to enter into Executive Session in accordance with ORS 192.660 (2) (e) Property.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the purchase of the Model DS450 High Speed Digital Image Scanner in the amount of \$49,915.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

No: 0  
Abstain: 0

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to donate the surplus 2011 Ford Crown Victoria to North Central Public Health District.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve \$5,000, to come out of the Renewable Energy Fund, to finance the Economic Impact Study of In-State versus Out-of-State Development if Gilliam and Morrow County also make a \$5,000 contribution.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the 2017-2019 Child Abuse Multidisciplinary Intervention Grant Agreement in the amount of \$45,904.44 and authorize Judge Thompson to sign.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the minutes of October 4, 2017, and special session minutes of October 5, 2017, as presented.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Revenue/Expenditure Summary for the month of September 2017, as presented.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Treasurer's Report for the month of September 2017, as presented.**

Vote: 3-0  
Yes: Dabulskis, McCoy, Thompson  
No: 0  
Abstain: 0

## **1.0 Appointment Schedule**

**1.1 9:00 a.m. Jessica Metta – Mid-Columbia Economic Development District – Quarterly Report**

Present: Jessica Metta, Mike Smith, Brad Lohrey

Jessica Metta, Mid-Columbia Economic Development District (MCEDD), presented a quarterly report. She has been working with Carrie Pipinich from MCEDD on bringing broadband to the cities. Broadband surveys were sent to citizens, and the response has been good. Information collected will be used to issue a Request for Proposal (RFP) for Internet Service Providers (ISP) to explore higher-speed internet options in the cities. Informational meetings about broadband were held in the cities. Jessica reported the communities expressed CenturyLink service has gotten significantly worse. Jessica stated Azure Farms is selling wireless internet access, as they have fiber to their facility via LightSpeed Networks (LSN), though this is not part of Azure's long-term business plan.

Jessica assisted Sherman County cities, Dufur, and Maupin in meetings to discuss the concept of a shared code enforcement officer. This idea has not moved forward. Dufur and Maupin were interested in the idea, but Sherman County cities were not. MCEDD issued an RFP for code enforcement services, but none were received. Jessica will remain in communication with Sherman County cities about this topic.

Jessica is helping write a Ford Family Foundation grant for the Wasco School Committee. The plan is to take funds provided by the County and match them with grant dollars to make improvements to the building. University of Oregon staff is researching successful school rehabilitation models that could be replicated in Sherman County.

Jessica attended the Oregon Main Street Conference on behalf of the four cities. She is working to monitor the Biggs Service District United States Department of Agriculture (USDA) loan application. Brad Baird, Anderson Perry & Associates, submitted a commercial lender rejection letter. A draft ordinance or water use agreement as evidence of a mandatory connection requirement is needed before USDA can obligate funds. The John Day River Territory tourist kiosk is almost finished. The original location planned in Biggs did not have good visibility, so it will be placed adjacent to the Wasco Depot Museum. The possibility of adding additional signage for Wasco on Highway 97 was discussed.

Jessica reported she met with State representatives; Nate Stice, Regional Solutions; Aaron Cook, Rufus City Recorder; and Dowan Jones, Mayor of Rufus, to discuss Rufus' finances and how to improve the situation with State loans and grants. Jessica offered for MCEDD to look at Rufus' books to see if any help could be offered.

One potential applicant was interested in applying the Rental Housing Incentive Program incentive to a new mobile home. Jessica has been asked several times if the program applies to rehabilitating existing rental property. Commissioner McCoy expressed concern that an existing property may not be able to be renovated to a suitable living standard. Commissioner Dabulskis added \$5,000 is not enough to improve a severely damaged property. Judge Thompson stated the County has \$250,000 budgeted for workforce housing, and it has been suggested to him the incentive amount be raised to \$10,000. Jessica asked if the Court would be willing to accept applications for rehabilitating dilapidated houses. She will look at standards of what qualifies housing as rentable and livable. Commissioner Dabulskis added standards are difficult to measure, as some renovations like paint look good on the surface, but the house may still have poor plumbing, no heating, and no insulation, which is not suitable for renting. Mike Smith, Moro, stated many renters worry about the cost of heating in the winter. Metrics could be created to include insulation, efficient windows, a proper heating system, a quality roof, and more. Commissioner McCoy stated if a house is brought up to a livable standard for \$5,000, it may be a good fit for the rental incentive program. However, livable standards are hard to define and need clear criteria.

Jessica briefly reviewed staffing changes at MCEDD. MCEDD will be taking on LINK transportation.

**1.2 9:30 a.m. Mike Smith – Frontier TeleNet – Fiber Update**

Present: Mike Smith, Brad Lohrey, Jessica Metta

Note: Sherman County paid Frontier TeleNet, who contracted with Inland to construct the fiber line. Inland owns the fiber. Through Frontier TeleNet, Sherman County owns 10gb of capacity on the line, plus four strands of dark fiber.

Mike Smith, Frontier TeleNet (FTN), reported the FTN website will be up in approximately thirty days. Agendas, minutes, formation documents, informational documents, board packets, and more will be available on the website to allow for transparency. A contact email will also be available. The public records request procedure was approved. Mike received a request for the FTN public records request procedure and procurement rules. These will also be accessible on the website.

Commissioner Dabulskis asked if Rural Technology Group (RTG) is associated with internet for homes and businesses. Mike explained most people believe they get internet from the County, but this is not the case. There are three kinds of providers of internet. Long haul providers are global or cross state lines. Middle mile providers like FTN get the long-haul signal and provide access to the signal to Internet Service Providers (ISPs). ISPs are last-mile providers. FTN is owned by the counties and has built the 'road' for internet. ISPs take this 'road' and use it to the greatest benefit. Mike explained a great deal of what he does is make sure FTN has the most available ISPs possible. He has been in discussion with several ISPs about using FTN assets to the greatest benefit to the citizens. Mike met with CenturyLink to discuss the potential fiber build from Wasco to Rufus. Senator Merkley's office played a big part in encouraging this meeting.

Commissioner Dabulskis asked what it means that the ownership of fiber is negotiable. Mike explained that with the exception of most long-haul providers, negotiable ownership is a fairly common practice. Commissioner McCoy asked if Inland owns part of Zayo fiber, as the construction foreman for Zayo told him Inland owned part of the fiber from The Deschutes to The Dalles. Mike explained this is possible, as Zayo is burying several conduits. Negotiations on ownership typically happen for middle-mile providers like FTN. Sherman County has no personnel with the qualifications for maintaining fiber. The County is looking for access, however that happens. Whether the County owns the fiber or someone else owns the fiber and gives the County access is negotiable. Gilliam County is still considering whether or not to own the fiber being installed.

Commissioner McCoy asked about the status of Gilliam County fiber. Mike replied it is in progress. He stated he is proud of Sherman County's fiber project. The most important fiber to put in was Sherman County's, as it connects directly to the Digital Switch. The second most important phase will be to connect the 911 center in Condon to a reliable, underground fiber. Currently, the 911 center is connected through a wireless connection loop, which still counts as mission critical. Mike explained Gilliam County has two entities, Gilliam County and the City of Condon, with the funding and desire to move forward, but conflicts have stalled progress in the past. Commissioner McCoy suggested Sherman County should have held a meeting with the other Tri-County Courts to assure all Courts were committed to the fiber project before beginning Sherman County's portion of the project. Judge Thomson stated this did happen. Mike explained there was a verbal agreement at Tri-County Court, but no official Memorandum of Agreement was created. Gilliam County and the City of Condon hired individual consultants to work together to move the Gilliam County project forward. Both Gilliam County entities agreed the fiber line should be buried.

Mike explained Sherman County received criticism for completing the fiber project as a Sole Source agreement. The City of Condon also came to the decision that it would be open to doing a Sole Source agreement for the Gilliam County fiber project. Mike explained that this is no longer an available option, as there are too many parties interested in installing fiber, and a Sole Source agreement is no longer appropriate. Commissioner Dabulskis asked what a Sole Source agreement is. Mike explained that Sherman County knew Windwave was coming east and west through the County. The County asked what it would take for Windwave to build north and south. Windwave estimated it would cost approximately \$2 million. Previous estimates were between \$4-6

million. Regional Solutions agreed to contribute \$1 million to the project. With this money, plus the funds already saved by the County to fund the fiber project, the project was possible. The County could have gone out for a Request for Proposal (RFP), but because no company was in the area and no other businesses in the area were willing to do the project, the County put out a Sole Source advertisement in three different publications. The advertisement gave the basic parameters of the fiber project and asked if any company had interest in undertaking the fiber project. No company expressed interest. Condon will end up going through an RFP process for their fiber project. Because of this, Zayo may not be the builder of the Condon fiber project. Mike assured that the Condon fiber process is moving forward, the RFP is in progress, and fiber will eventually connect the 911 center.

Mike explained the County purchased so many fiber strands because the most expensive part of the project is digging the hole to bury the conduit. The fiber is not the bulk of the cost. Of the conduit buried in Sherman County, two of the three are empty to allow for future fiber. CenturyLink is interested in this empty conduit. Commissioner McCoy stated if the County can improve CenturyLink service to the citizens of Sherman County, this would be a positive thing. Mike stated many people have complained about CenturyLink's speed. CenturyLink has fiber assets. Mike stated they have an equipment problem, not a speed problem. CenturyLink will begin replacing equipment in the huts in the towns, and its customers should see a big improvement. Part of FTN's job is to make sure quality internet is available no matter the ISP.

Current users of FTN fiber include the Digital Switch. Two large counties in the east are looking at connecting to the switch. Jefferson County is already using it. Fiber is the reason this is possible. The Burns Indian Tribe will be using the switch soon. Fiber is bringing in \$500,000 per year. The County itself also uses the fiber. There are other entities FTN can serve that are currently going another way. Commissioner McCoy pointed out that the three biggest users in Moro - Mid Columbia Producers, Azure Standard, and Sherman County School - don't get service from FTN. Mike explained the school is on a three-year bid cycle, and FTN is able to bid in the future. If FTN is the lowest bidder, it may get the bid. These are not lost opportunities. FTN is already serving the County. The County offered to let the school use the fiber already in place by the school instead of overbuilding fiber in the area, but the school declined. LightSpeed Networks (LSN) has fiber to the school, to the Senior Center, and to the new courthouse facility due to statewide contracts with entities in those buildings. Azure Farms is selling wireless internet access. Mike stated FTN could sell Azure bandwidth. This would allow connectivity in many places. The duty of a middle mile provider like FTN is to expand ISP business. FTN fiber is an asset that will continue to benefit Sherman County over time. Aerial fiber goes down often due to damage from hunters, fire, ice, wind, and more. FTN fiber is a buried asset with a wireless backup. Aurora Gardens in Grass Valley is connected to FTN fiber.

The library is not connected to FTN fiber. The County would be glad to provide the library fiber access. Commissioner Dabulskis, Court liaison to the Library Board, will inquire about library fiber access. The County has fiber by the school, but the school did not want the County's fiber to run into the school's computer room. The County offered to provide the school fiber back-up for free in the event that the school's fiber goes down. The school declined this offer. However, the school did not object to the County providing wireless internet access to the library. If the library connects to FTN fiber, it would save approximately \$100 per month.

FTN fiber is not yet hooked up to Grass Valley City Hall. Mike will attend a City Hall meeting to finish up discussion about getting Grass Valley connected.

The Wasco School Events Center is connected to FTN fiber. Mike is in discussion with the manager of the building to form an agreement for the equipment housed there.

Wheeler County discussed running aerial fiber, but this would not be mission critical, so Wheeler County will go with a wireless solution. Wheeler County will be upgrading to gig speed in every city to make internet access available county wide. This upgrade will allow for negotiations with cellphone companies to use all FNT

towers, which will help fund system upkeep. Mike contacted four ISPs to provide internet service to all four cities. One ISP feels it can accomplish granting internet access with wireless equipment.

The upgrade in Wheeler County has allowed FTN to change how the network is controlled. RTG controls much of the equipment at FTN sites, which is not the preferred method. FTN will take over providing the signal to residences, which will allow ISPs to focus on providing internet instead of focusing on gaining access to the signal. Wheeler County will be the first to implement this change. Currently, FTN does not have control of their network, and due to this, FTN is losing bandwidth usage. This change will allow FTN to have control of its network, to certify where this bandwidth is coming from, and to upgrade capacity to residential users. Wheeler County's requirement is to provide users with up to 20mg. FTN will sell Wheeler County bandwidth to reach that requirement. FTN fiber makes it possible to serve Wheeler County. Sherman County does not currently receive E-rate dollars; however, Wheeler County is the largest provider of E-rate dollars, which aids in funding FTN. Partnering with neighboring counties equalizes the cost of operating FTN. If the model in Wheeler County is successful, it can be replicated in other counties.

Commissioner Dabulskis asked for clarification about RTG having equipment at FTN sites. Mike explained RTG currently uses some existing FTN equipment as well as its own equipment installed at FTN sites. Many of these sites are mission critical, and sharing equipment access is a security risk. Commissioner McCoy stated Sheriff Brad Lohrey has expressed concerns about this issue.

Mike reported an innovative test through Greater Oregon Behavioral Health Inc. (GOBHI) is in progress to provide internet to Medicaid patients who have difficulty attending doctor appointments due to long driving distances. Internet access and other technology will allow patients to utilize telemedicine and health check-ins via the internet. This will allow Medicaid to save funding on paying travel expenses.

Mike stated another county has expressed interest in using the digital switch to provided 911 service, which may necessitate the building of a backup 911 center in Rufus.

Judge Thompson stated the County has not yet received the approximate \$800,000 promised by the State for the fiber project. Mike has been in discussion with Nate Stice, Regional Solutions, about the best possible use for these funds. This money will fund the fiber build from Wasco to Rufus.

Commissioner McCoy asked Mike to create a schedule of planned FTN system upgrades. Mike previously sent Commissioner McCoy a draft plan that did not include a timeline. Getting ISP equipment out of FTN sites can begin once the Wheeler County upgrade is complete. This is should begin by the end of this year. Commissioner McCoy stated the FTN system almost collapsed in the past, and he would like a plan in place to keep the system progressing. Mike stated after the draft plan is reviewed by the FTN Board, he will include timelines.

Brief discussion was held on the possible respite center on property at Scott Canyon. Commission Dabulskis asked if anyone had spoken to Wes Owens, Sherman County School District Superintendent, about how the center might impact the school. Kimberly Lindsey, Community Counseling Solutions (CCS), communicated with Wes about this topic through email. The children at the respite center can attend school in The Dalles. Commissioner Dabulskis asked for clarification on which instances children from the respite center would attend Sherman County School. Mike explained the school has input on which children attend, and the school will receive double the funding for these children should they attend. Commissioner Dabulskis asked if Sherman County School District would have to pay for these children to attend elsewhere; Mike answered no. Brief Discussion was held about how the respite center is an example of the need for land use permitting changes.

### **1.3 10:30 a.m. Shawn Payne – Emergency Services Director – Quarterly Report**



Present: Shawn Payne, Marnene Benson-Wood

Shawn Payne, Emergency Services Director, presented a quarterly report. The Memorandum of Understanding (MOU) for the reunification site was re-signed by the Sherman County School Board.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to sign the Memorandum of Understanding Between Sherman County and Sherman County School District for Reunification Site.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Sherman County Ambulance received a Unit Citation Award from Oregon Health Authority (OHA) for a mass-causality incident in January. There was recently a CPR Automated External Defibrillators save at Azure Farms. Shawn attended an Ambulance Service Area (ASA) Committee meeting. Shawn reported the average response time for Medic 1 is 5:46 minutes, and Medic 2 response time is 8:18 minutes. ASA Plan guidelines state that from 4:00 a.m. - 6:00 p.m. a goal response time is ten minutes or under and from 6:00 p.m. - 4:00 a.m. a goal response time is eight minutes or under. Call volume is 30% above average for this time of year. Trauma accounts for 40% of calls, and Medical accounts for 60%. Responses north of mile post 23 account for 76% of responses, and responses south of mile post 23 account for 24%. Under Emergency Management, Shawn continues to work with the school and the Safety Committee on active shooter crisis response. The annual Emergency Services banquet is coming up and will be located in the Wasco School Events Center. North Sherman Fire Department and City of Moro Fire Department each donated an additional \$500. South Sherman Fire and Rescue will be offering a variety of trainings with funding from a recruitment and retention grant in Grass Valley. Available trainings were discussed.

#### **1.4 10:45 a.m. Marnene Benson-Wood – Treasurer/Community Transit – Quarterly Report**

Present: Marnene Benson-Wood, Nate Stice

Marnene Benson-Wood, Treasure/Community Transit presented a quarterly treasurer's report. No quarterly transportation report was given. Marnene presented a list of County investments listed by maturity order and a brokerage account statement showing activity for month. County investments total \$11,137,000.

Commissioner McCoy explained Mid-Columbia Council of Governments is dissolving, and the brokerage will go to Greater Oregon Behavioral Health Inc. Marnene had no concerns with this transfer. Brief discussion was held on Mid-Columbia Economic Development District absorbing LINK Transportation.

#### **1.5 11:00 a.m. Nate Stice – Regional Solutions – Quarterly Report**

Present: Nate Stice

Nate Stice, Regional Solutions, presented a quarterly report. Commissioner McCoy asked for an update on the approximate \$800,000 promised to the County from the State for the fiber build. Nate replied he is in the process of getting questions answered. He will work with Mike Smith, Frontier TeleNet, to get the County the funds promised.

After the sale of the school in Grass Valley, members of the Regional Solutions Team (RST) attended a Grass Valley Planning Commission meeting to meet the new property owner, Ted Swindells. Ted has named the

property Aurora Gardens. Nate informed Ted of services available through State and regional programs. Regional Solutions, the County, and Mid-Columbia Economic Development District (MCEDD) have partnered to work with Aurora Gardens to access the Enterprise Zone.

Regional Solutions and Business Oregon met with Aaron Cook, Rufus City Manager, and Dowan Jones, Mayor of Rufus, to discuss marketing and utilization of industrial and housing land. Nate will see that Business Oregon is proactive in finding prospects for the land. MCEDD will be involved in this process.

Nate met with Carol McKenzie, Mayor of Wasco, to tour the Wasco School Events Center and discuss ideas with leadership and funding pools. Nate plans to bring Business Oregon, State Parks, Travel Oregon and others to evaluate the site for potential uses and marketing tools. Commissioner Dabulskis suggested one potential option would be a United States Department of Agriculture certified slaughter site.

Regional Solutions has made preliminary contact with Rivertech Partners LLC, an entity developing a small hydroelectric project at the smolt monitoring facility on the John Day Dam. Rivertech Partners is in the permitting phase with the Army Corps of Engineering and is having some difficulty. Rivertech Partners is looking at locating one or two full-time staff in Sherman County. Nate will check-in monthly.

Nate's 4<sup>th</sup> quarter work plan for Sherman County includes industrial and housing land in Rufus, a feasibility study on piping water into Kent for a potential truck stop, the Wasco School Events Center, collaborating with MCEDD on the last-mile phase of the fiber project, analyzing impacts of renewable energy in the region, and a possible meat processing facility.

Discussion was held on potentially turning Sherman County into a port district. A brief discussion was held on hemp and hemp processing.

#### **1.6 1:00 p.m. Cindy Brown, Brian Tuck – OSU Extension – Quarterly Report**

Present: Cindy Brown, Brian Tuck, Jenine McDermid

Cindy Brown and Brian Tuck, Oregon State University (OSU), presented a quarterly report.

Cindy reported the 4-H year came to a close in October. Open enrollment begins in the winter. Cindy assisted Sherman County Prevention by attending meetings and chaperoning the Swim Bus. She taught outdoor cooking for Pioneer Day and was involved in fair. OSU held record book workshops for 4-H, which were helpful and were a good outreach for families. Cindy reported a 4-H international exchange student from Japan attending the high school has been selected to speak at a national conference about exchange programs.

Cindy represents Sherman County in her involvement with Eastern Healthy Living Alliance, Gorge Grown food Network, and Tri-County Hazardous Waste and Recycling. She is president of the Oregon Chapter of the Oregon Women in Agriculture. She works in the school as a reading mentor and is implementing a nutrition program with 3<sup>rd</sup> grade as part of snack-ed education funding. She implements cooking classes as part of the after school program. Cindy has also partners with the the Veggie Rx program and has been asked to be part of the Wellness Committee. OSU resources and United States Department of Agriculture curriculum help serve the needs in the County.

Brian Tuck reported OSU gives an annual fund-balance update letter. Approximately \$15,000 remains from last year's budget. Brian asked if Extension could retain these funds for unanticipated expenses and if unused funds can be carried over to next fiscal year.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to retain the \$15,172.21 left in last year's Extension fund for unanticipated costs and to carry over to next fiscal year if left unused.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Brian Reported there are delays in getting positions filled due to budget constraints. It is likely Sandy Macnab's position will not be filled this biennium. Key workshops are coming up for Klickitat County, Sherman County, and Wasco County. On November 16, a pH workshop will be held to in The Dalles and will address the impacts of pH on crops. Sherman Soil and Water Conservation District, Wasco County Soil and Water Conservation District, and Moro County Producers each contributed \$1,000 to this event. Two pesticide CORE trainings are available and offer CORE credits: one in Hood River at the OSU Extension Office on November 15, 2017, and one in The Dalles at Columbia Gorge Community College on December 13, 2017.

**1.7 1:30 p.m. Jenine McDermid – Clerk – Public Records Request Procedure; Ballot Tabulation System**

Present: Jenine McDermid

Jenine McDermid, County Clerk, presented a re-draft of the Public Records Request document. It is being refined based on Senate Bill 481, effective January 1, 2018. Jenine changed language in the document to reflect the procedure to review denial of right to inspect public records as written in ORS 192.460. She would like to have a final draft completed November 1<sup>st</sup>, 2017, and would like it reviewed again before finalization.

Jenine would like to upgrade the ballot counting system. There will be a special election January 23, 2018, regarding healthcare tax. The current machine is a 2009 model, and a newer digital machine would better serve the County. Jenine obtained estimates from three companies certified in Oregon to sell new systems. She noted that in the emails she received, all information was to remain confidential, and she asked the Court to enter into Executive Session to hear her findings.

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to enter into Executive Session in accordance with ORS 192.660 (2) (e) Property.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

The Court entered into Executive Session at 1:34 p.m.

The Court discussed ballot counting machine quotes.

The Court exited Executive Session at 1:48 p.m.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the purchase of the Model DS450 High Speed Digital Image Scanner in the amount of \$49,915.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

## **2.0 Action Items**

### **2.1 Surplus 2011 Ford Crown Victoria – Donation to North Central Public Health District**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to donate the surplus 2011 Ford Crown Victoria to North Central Public Health District.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

### **2.2 Economic Impact Study of In-State vs. Out-of-State Development**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve \$5,000, to come out of the Renewable Energy Fund, to finance the Economic Impact Study of In-State versus Out-of-State Development if Gilliam and Morrow County also make a \$5,000 contribution.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

### **2.3 2017-2019 Child Abuse Multidisciplinary Intervention Grant Agreement**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the 2017-2019 Child Abuse Multidisciplinary Intervention Grant Agreement in the amount of \$45,904.44 and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

## **3.0 Discussion Items**

### **3.1 Quarterly Report: Ron McDermid – Justice of the Peace**

The Court reviewed the quarterly report submitted by Ron McDermid, Justice of the Peace.

### **3.2 Quarterly Report: Jan Byram – Senior Center Director**

The Court reviewed the quarterly report submitted by Jan Byram, Senior Center Director.

### **3.3 Quarterly Report: Bryan Hunt – Tri-County Veterans Services Officer**

The Court reviewed the quarterly report submitted by Bryan Hunt, Tri-County Veterans Services Officer.

### **3.4 Commingle Recycling**

The Court reviewed the document provided by Waste Connections Inc. The County will continue collecting material as it has been and will obtain a waiver from Department of Environmental Quality to landfill the material until markets have corrected and processors are accepting material at reasonable rates.

### **3.5 Main Street Improvement Committee Letter of Dissolution**

The Court reviewed the letter of dissolution submitted by the Main Street Improvement Committee.

### **3.6 Website Re-Design Update**

Website re-design phone meetings have been held with ProudCity. Answers to commonly asked questions were gathered from County employees, and the information is under review. The beta test site will be sent for review in November.

### **3.7 Commissioner Reports**

Commissioner Dabulskis – Attended Association of Oregon Counties meeting; attended a community meeting in Wasco for the respite center in Scott Canyon; discussed the library roof with Heath Gardner; the amount of metal needed to cap the parapet was underestimated but still fits within budget; attended Prevention Coordinator interviews.

Judge Thompson – Attended three Mid-Columbia Economic Development District (MCEDD) Loan Board meetings; attended a MCEDD Executive Board of Directors meeting; Mid-Columbia Housing Authority is reviewing the director's contract renewal; attended Safety Committee and Senior Center Advisory meetings; attended Prevention Coordinator interviews.

Commissioner McCoy – Attended a Community Advisory Council meeting; attended a Community Counseling Solutions meeting for respite center; attended a Mid-Columbia Center for Living Board meeting; attended a Community Renewable Energy Association meeting; attended Prevention Coordinator interviews and the Greg Walden town hall meeting; attended a North Central Public Health District meeting (NCPHD); attended a Mid-Columbia Council of Governments (MCCOG) meeting; MCCOG is in the process of dissolving; met with Teri Thalhofer about NCPHD funding formula; attended the Wasco broadband meeting.

### **Consent Agenda**

#### **4.1 Minutes of October 4, 2017**

#### **4.2 Special Session Minutes of October 5, 2017**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the minutes of October 4, 2017, and special session minutes of October 5, 2017, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

#### **4.3 Revenue/Expenditure Summary – September 2017**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Revenue/Expenditure Summary for the month of September 2017, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**4.4 Treasurer's Report – September 2017**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Treasurer's Report for the month of September 2017, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

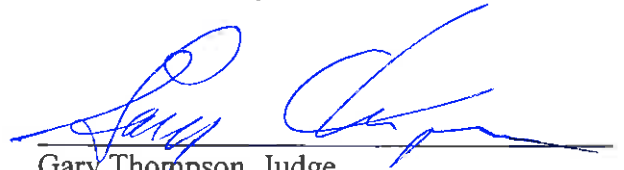
**No: 0**

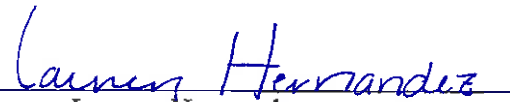
**Abstain: 0**

Additional brief discussion was held about the need for a Frontier TeleNet marketing plan and equipment held in the Digital Switch building at Erskine.

Being no further business before the Court, the meeting was adjourned at 2:16 p.m.

Sherman County Court

  
\_\_\_\_\_  
Gary Thompson, Judge

Attest:   
\_\_\_\_\_  
Lauren Hernandez  
Administrative Assistant

  
\_\_\_\_\_  
Tom McCoy, Commissioner

  
\_\_\_\_\_  
Joe Dabulskis, Commissioner