



Court Agenda  
March 15, 2017

**1.0 Appointment Schedule:**

- 1.1** 9:00 a.m. Mike Smith – Frontier TeleNet – Sherman County Fiber Marketing Update
- 1.2** 9:15 a.m. Executive Session in Accordance with ORS 192.660 (2) (e) Property
- 1.3** 9:30 am Isaak McLemore – Sherman County School – Washington D.C. Leadership Event Report
- 1.4** 10:00 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Update
- 1.5** 10:45 a.m. Public Hearing Continuation: Ordinance Repealing Ordinance No. 29-2005, Defining Procedure for Mass Gathering Permit Application, and Declaring an Emergency
- 1.6** 11:30 a.m. Elizabeth Mills, Shirley Decker – City of Kent – Potential Truck Stop Development
- 1.7** 1:00 p.m. Jacob Dunaway – Solutions iT – Website Renewal Quote and Informational Discussion
- 1.8** 1:30 p.m. Jessica Metta – Mid-Columbia Economic Development – Sherman County Rental Housing Incentive Program
- 1.9** 2:00 p.m. Debbie Hayden – Finance Director – Audit Response Letter to the Secretary of State
- 1.10** 2:10 p.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel
- 1.10.1 2:10 p.m. County Court Discussion
- 1.10.2 2:30 p.m. Brad Lohrey – Sheriff
- 1.10.3 Written Submissions

**Additions to Agenda:**

- 2.14 Appointment – Sherman County Area Watershed Council Board of Directors: Jesse Stutzman
- 3.5 Northern Oregon Regional Corrections Notice of Measure of Election

## **2.0 Action Items:**

- 2.1 Confidentiality and Nondisclosure Agreement between Sherman County and solutions iT
- 2.2 Resolution of the Board of Directors Authorizing the Withdrawal of North Central Education Service District from Frontier TeleNet Intergovernmental Agency
- 2.3 Joint Resolution In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution – Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler Counties
- 2.4 Joint Resolution In the Matter of the Designation of a Community Dispute Resolution Coordinator – Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler Counties
- 2.5 Appointment – Eastern Oregon Coordinated Care Organization Regional Community Advisory Council: Mike Smith
- 2.6 Appointment – Central Oregon Workforce Consortia: Judge Thompson
- 2.7 Intergovernmental Agreement Between the Oregon Department of Transportation and Sherman County for Continuous Operations Variance Permit Authorization
- 2.8 Proclamation – Sherman County Crime Victims’ Rights Week
- 2.9 Proclamation – Sexual Assault Awareness Month
- 2.10 Declare as Surplus – Senior Center KitchenAid Table Top Mixer
- 2.11 FLI Landscape Spring Clean-Up Estimate
- 2.12 Biggs Service District Water System Improvements Project Invoices
- 2.13 Forensic Building Consultants – Personal Service Agreement: Sherman Public/School Library Roof Isolated Leak Assessment
- 2.14 Appointment – Sherman County Area Watershed Council Board of Directors: Jesse Stutzman

## **3.0 Discussion Items:**

- 3.1 Unserved Areas to Community College Services
- 3.2 Wildlife Services Budget Request 2017-2018
- 3.3 Letter – Carol MacKenzie: Location of Potential 911 Back-Up Center
- 3.4 Thank You Letter – Columbia Gorge Community College
- 3.5 Commissioner Reports
- 3.6 Northern Oregon Regional Corrections Notice of Measure of Election

## **4.0 Consent Agenda:**

- 4.1 Special Session Minutes of February 6, 2017
- 4.2 Minutes of February 15, 2017
- 4.3 Special Session Minutes of February 21, 2017
- 4.4 Revenue/Expenditure Summary – February 2017
- 4.5 Treasurer’s Report – February 2017
- 4.6 Claims – February 2017

## **5.0 Future Agenda Items:**



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

**MINUTES**

**March 15, 2017**

**Opened Court: 9:04 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**

- 2.14 Appointment – Sherman County Area Watershed Council Board of Directors: Jesse Stutzman
- 3.5 Northern Oregon Regional Corrections Notice of Measure of Election

**SUMMARY OF ACTIONS TAKEN**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, 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 expenditure of up to \$8,300 for an archeological study of the Biggs Service District Water System Improvements Project reservoir site and access road.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to adopt the Ordinance Repealing Ordinance No. 29-2005, Defining Procedure for Mass Gathering Permit Application, and Declaring an Emergency as amended.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to enter into executive session in accordance with ORS 192.660 (2) (i) Personnel.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the response letter to the audit report for year ending June 30, 2016.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Judge Thompson, second by Commissioner McCoy, to enter into executive session in accordance with ORS 192.660 (2) (i) Personnel.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Confidentiality and Nondisclosure Agreement between Solutions iT LLC and Sherman County for the provision of a network discovery technology survey and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Resolution of the Board of Directors Authorizing the Withdrawal of North Central Education Service District from Frontier TeleNet Intergovernmental Agency 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 joint resolution between the County Court/Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler counties In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution 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 joint resolution between the County Court/Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler counties In the Matter of the Designation of a Community Dispute Resolution Coordinator for the 2017-2019 Biennium Community Dispute Resolution Grant process 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 appoint Mike Smith as Sherman County Community Advisory Council representative on the Eastern Oregon Coordinated Care Organization Regional Community Advisory Council.**

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

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Judge Thompson to serve on the Central Oregon Workforce Consortia to represent Sherman County's interests in the East Cascades Workforce Area.**

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

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve Intergovernmental Agreement #31548 between the Oregon Department of Transportation (ODOT) and Sherman County for services to be provided by ODOT for Continuous Operations Variance Permit Authorization.**

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

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to proclaim the week of April 2-8, 2017, as Sherman County Crime Victims' Rights Week and authorize Judge Thompson to sign.**

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

**Motion Commissioner McCoy, second by Commissioner Dabulskis, to proclaim April as Sherman County Sexual Assault Awareness Month 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 declare as surplus a Commercial KitchenAid mixer from the Senior Center.**

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

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve an estimate from FLI Landscape in the amount of \$470.50 for spring maintenance in the front flower beds and flower beds not affected by construction.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve payment of the following invoices for the Biggs Service District Water System Improvements Project: invoice 58993 for \$10,000 for design engineering and invoice 58992 for \$2,700, 58821 for \$3,176.25, and 58994 for \$3,742.88 for United States Department of Agriculture application funding assistance.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Professional Services Agreement between Sherman County and Forensic Building Consultants in the amount of \$1,125 for an isolated roof leak assessment at the Sherman County Public/School Library 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 appoint Jesse Stutzman to the Sherman County Area Watersheds Council Board of Directors as Sherman County Soil and Water Conservation District representative for a term of four years to expire on December 31, 2020, and to remove DeeAnn Ramos from the board per her request.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the special session minutes of February 6, 2017, as presented, the minutes of February 15, 2017, as presented, and the special session minutes of February 21, 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 Revenue/Expenditure Summary for the month of February 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 February 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 Claims for the month of February, 2017, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

## **1.0 Appointment Schedule**

### **1.1 9:00 a.m. Mike Smith – Frontier TeleNet – Sherman County Fiber Marketing Update**

Present: Mike Smith

Mike Smith, Frontier TeleNet (FTN), presented a Sherman County fiber marketing update. FTN met with CenturyLink (CL) about the location of CL fiber in the county to avoid overbuilding. There are fiber assets that have availability, and CL is interested in exploring the idea of partnering with FTN. Lightspeed Networks (LSN) has fiber from Wasco to Rufus, though it is aerial and could not be used for 911 dispatch. CL has assets the county could possibly use from Wasco to Rufus if a partnership can be arranged. If this happens, FTN can consider redirecting the use of the Regional Solutions grant funds for the Wasco to Rufus build to build fiber further south in partnership with CL.

LSN was awarded the E-Rate contract at Sherman County School. It will provide service to the school using aerial fiber coming from Wasco. The school is not mission critical and does not require buried fiber. The county has buried fiber at the school that the school could connect to as a backup in case of outages. Mike explained LSN has been a long-time customer of FTN but declined using FTN fiber to serve the school. Instead, it will use a grant awarded from the Department of Education to build its own aerial fiber line.

Sherman County and FTN do not wish to compete directly with Internet Service Providers (ISPs). LSN offered the City of Moro to build fiber to the home and asked the city to contribute \$250,000 towards the build. Another ISP is interested in developing a plan to deliver fiber to the home in all four cities in Sherman County. This ISP has surveyed Moro and Wasco to determine if this is a possibility and will approach all four city councils in the future. The cities would be asked to contribute some funding. Sherman County fiber would be utilized for this build. Exact costs for this proposal are not yet available, but the ISP believes service can be provided at a reduced and reasonable cost to the cities. The cities may need to go out for a Request for Proposal for fiber to the home. Connecting the cities to fiber will benefit rural users of the county's wireless network because there will be less traffic on the system, significantly increasing available bandwidth.

ISPs can use county fiber to provide internet service to the county. Although FTN and the county do not wish to compete with ISPs, there may be an opportunity for FTN to provide internet to Oregon Health Network (OHN), which services many medical clinics. OHN has requirements beyond what most standard ISPs can provide. FTN can guarantee coverage due to mission critical design and microwave coverage, and ISPs may not be able to provide this. OHN has approached FTN, and negotiations are currently underway. Brief discussion was held about connecting fiber to the Burnet Building.

The digital switch creates the opportunity for FTN to provide 911 services to other counties. FTN currently has the opportunity to serve Jefferson County as well as a few other counties looking into joining. These partnerships moving forward would cause the building of the backup 911 center in Rufus. Mike explained the center needs to be located in Rufus to attract the talent needed to fill the jobs that will be created. Mike will keep the court updated on this issue.

**1.2 9:15 a.m. Executive Session in Accordance with ORS 192.660 (2) (e) Property**

Present: Mike Smith

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, 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 9:26 a.m.

The court discussed the possible future use of county property by Scott Canyon.

Executive session closed at 9:42 a.m.

**1.3 9:30 am Isaak McLemore – Sherman County School – Washington D.C. Leadership Event Report**

Present: Isaak McLemore, Mike Smith, Brad Baird

Isaak McLemore, Sherman County School Student, gave an update about the Washington D.C. leadership event he was able to attend in January thanks to funding assistance from the court. Isaak presented a workbook of information he learned as well as pictures from his trip. Speaker of the House Paul Ryan addressed the leadership group. Isaak had the opportunity to work in bipartisan groups writing a reform on education. The group worked together to create a 180 page document accompanied by 62 slides focusing on increasing funding for education and making Common Core State Standards successful. The bill Isaak's group wrote was the one chosen to make it to the Congress floor. Students had the opportunity to participate in presidential-style debates. Isaak took the nomination for his team and went on to win his debate. He was able to attend inauguration day, and after watching the speeches, listened to past presidential inauguration speeches to better understand the purpose of the ceremony. Isaak reported his favorite part about the conference was hearing from different speakers. He was also able to meet with Senator Merkley. Isaak stated he was impressed with the entire program and would recommend it to other students. Judge Thompson stated during the next budget cycle, the court would like to consider creating a fund to support student civics activities to give Sherman County students the opportunity to have experiences similar to Isaak's.

**1.4 10:00 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Update**

Present: Brad Baird

Brad Baird, Anderson Perry & Associates, presented an update on the Biggs Service District Water System Improvements Project. The Conditional Use Permit (CUP) hearing occurred on February 27, 2017. No opposition to the project was heard. The CUP was approved, and Brad submitted the well permit to the Oregon Water Resources Department. The well permit to start the water process rights is also being processed. The



partition process is moving forward. Per United States Department of Agriculture (USDA) requirement, a public notice will be sent to the paper of record notifying the public of the intent to submit application. Brad will meet with Teri Sanderson to finalize the plan for the access road earthwork and then meet with Mark Coles, Road Master. Mark previously agreed to have the Road Department do the earthwork for the project. The court confirmed the work to be done includes moving a mound of dirt to fill a hole near the road, grading the road along the fence, and flattening out the reservoir site. Brad estimates there is a chance funding could be received by June. The design will be ready to go out for bid. The well design is based on the earthwork being done. The rest of the design will be out for review shortly.

The USDA application and Environmental Report have been submitted and are being processed. Because the project involves federal funding, one requirement is to solicit the opinion of the tribes regarding the project. The tribes and the State Historic Preservation Office (SHPO) would like an archeological evaluation of the access road and reservoir site. An archeologist will do a visual pedestrian survey, conduct a few shovel test probes, write a report of findings, and submit the report to SHPO. Anderson Perry & Associates has an in-house archeologist, and the project budget will cover the fees.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the expenditure of up to \$8,300 for an archeological study of the Biggs Service District Water System Improvements Project reservoir site and access road.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**1.5 10:45 a.m. Public Hearing Continuation: Ordinance Repealing Ordinance No. 29-2005, Defining Procedure for Mass Gathering Permit Application, and Declaring an Emergency**

Present: Jessica Metta, Georgia Macnab

At 10:45 a.m., Judge Thompson opened the continuation of the public hearing regarding the Ordinance Repealing Ordinance No. 29-2005, Defining Procedure for Mass Gathering Permit Application, and Declaring an Emergency.

Lauren Hernandez, Administrative Assistant, presented a thank you email from Josh Monifi and Talik Eichinger, SHIFT Festival, which stated, "Thank you very much for inviting us to be a part of the conversation about Sherman County's new mass gathering rules and for accepting our feedback and recommendations during the ordinance review process. Talik and I have appreciated being made to feel like members of the community and understand and respect the time you have taken to create a comprehensive and workable solution for SHIFT and future events to be held in beautiful Sherman County. We are working on completing our Conditional Use Permit and look forward to working on our Mass Gathering Permit next."

Commissioner McCoy asked Georgia Macnab, Planning Director, if the concern submitted by Glenn Fluhr, South Sherman Fire & Rescue Chief, about an expected gathering of approximately 5,000 people at Oregon Raceway Park has been addressed. Georgia stated arrangements for such an event would be incorporated into the racetrack's master plan. If an event is hosted at the racetrack that is not related to race events, the master plan requires the racetrack to get an additional Conditional Use Permit (CUP) outside of the master plan. Events related to race events are permitted, and the racetrack follows regulations built into the master plan.

Commissioner Dabulskis stated he received a call from Glenn stating the South Sherman Fire & Rescue Board was concerned the racetrack was being treated differently than the SHIFT festival regarding mass gatherings.

Commissioner Dabulskis let Glenn know that when Talik and Josh left the last hearing, they approved of the mass gathering ordinance and the way the process was moving forward. Commissioner Dabulskis reported Glenn was unaware SHIFT Festival representatives were working with the county on the mass gathering ordinance process. Georgia explained the racetrack and festivals cannot be compared, as the racetrack went through a rigorous regulation and permitting process, has its own zone, has a masterplan, and has clear guidelines to follow. The racetrack was permitted and created to support economic development, and it utilizes available county services as much as possible.

Georgia stated since the Planning Director will process mass gathering applications, section seven, item four should be changed to state the planner will receive comments. The language "Each public official receiving notice of the application who wishes to comment on the application shall submit such comment in writing to the County Court no later than the date and time for the hearing" was changed to say Planning Director instead of County Court.

Georgia pointed out section twelve addressing parking and traffic control uses the title Public Works Director. The title Public Works Director was changed to say Road Master. A few other places outside of section twelve where the Public Works Director was mentioned were also changed to say Road Master.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to adopt the Ordinance Repealing Ordinance No. 29-2005, Defining Procedure for Mass Gathering Permit Application, and Declaring an Emergency as amended.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Georgia will create the mass gathering application using a template from another county. The application will change over time as what works or does not work is discovered. During fire season, mass gatherings will require a CUP as well as a mass gathering permit.

Judge Thompson asked about preparations for the eclipse in August 2017. Jessica Metta, Mid-Columbia Economic Development District, stated other counties in the path of totality are having regular meetings to create a plan. Sherman County is not in the path of full totality, but it is possible the county could see a high number of visitors.

**1.6 11:30 a.m. ~~Elizabeth Mills, Shirley Decker~~ City of Kent ~~Potential Truck Stop Development~~**

Present:

**1.7 1:00 p.m. Jacob Dunaway – Solutions iT – Website Renewal Quote and Informational Discussion**

Present: Jacob Dunaway

Jacob Dunaway, Solutions iT, explained he has been in communication with Lauren Hernandez, Administrative Assistant, about the county website and what the county would like to accomplish. Solutions iT provided pricing options based on the county's goals. Jacob recommended the county establish a WordPress website. WordPress standardizes website creation and is versatile to use. Jacob explained there is an upfront investment when taking a website and moving it to a different platform because the transfer of information is significant. WordPress is a world-wide platform with plug-ins that provide many options.

The current website is large, with seventy-four pages and over three hundred PDF files, along with other content. After moving the content to another website platform, it will cost less to advance the site forward. The proposal Solutions iT gave is for the transition phase. Jacob explained the website is hosted on a server, and security is important. With WordPress, the site and plug-ins must be updated for security and backed up on a constant basis. Jacob emphasized the court should be educated about the product it receives for the money spent on redesigning the website.

Jacob summarized the process of creating a WordPress website. One advantage of updating the website is it will have a responsive design, allowing it to adjust to different screen sizes no matter the device being used. Solutions iT has experience creating and maintaining WordPress websites and offers ongoing support options, including backups, security, and basic updates for plug-ins. Jacob stated no matter which entity the court chooses to redesign the website, he strongly advises the core of the website be WordPress, as it will give the most options when moving forward. Jacob briefly explained Solution iT's process for website redesign, emphasizing meeting with the customer to ensure efficient communication. The next step moving forward is for the court to put out a Request for Proposal requesting website redesign services.

The process of the network discovery was briefly discussed. Solutions iT will run software on the core servers that run the network. The software will probe and look at everything connected to the server. Solutions iT will look at the efficiency of the technology and systems being used. If inefficiencies are found, a report will be delivered to the court about recommendations Solutions iT can perform. Jacob asked for documents like phone, internet, copier, and credit card statements to analyze and compare services provided against the cost being charged. The documents will not be provided.

**1.8 1:30 p.m. Jessica Metta – Mid-Columbia Economic Development – Sherman County Rental Housing Incentive Program**

Present: Jessica Metta

Jessica Metta, Mid-Columbia Economic Development District, summarized the court has already approved the Sherman County Rental Housing Incentive Program. The court agreed to offer a \$5,000 incentive for each eligible new construction rental unit in the county. The county still offers a construction loan bridge fund. The rental incentive will be for new construction, but if any project falls into a grey area, it will be brought to the court for review. Jessica suggested after the first pilot year of the program, opening it up to existing rental housing. Commissioner McCoy expressed concern about giving incentive funds to fix older houses because the outcome of the renovation is not guaranteed to actually improve the property. Jessica stated when the rental incentive program was advertised in the Citizen Reporter, she received calls about fixing up run-down rentals. Commissioner McCoy stated the incentive is to encourage new rental housing, not to upgrade existing rental housing. The criteria for determining if a property has been sufficiently upgraded is too subjective. Judge Thompson stated the court is not capable of looking at a remodeled unit and qualifying it as sufficiently upgraded. For the first year of the program, the court would like the program to apply only to new construction.

Four \$5,000 rental incentives have been approved. To be eligible for the program, a project must be new rental housing construction, located in Sherman County, the owner will pay property taxes on the finished project, and the owner will agree to keep the unit as a long-term rental for at least a five-year period. If the property is sold, the property must remain a rental until the five-year mark. The grant must be repaid in full if the property is not kept as a rental for at least five years.

Instead of offering the options of a grant or a subsidized interest rate, the program will be simplified to offer only a \$5,000 grant. Jessica will update the program application, which will be posted on the Sherman County Website.

**1.9 2:00 p.m. Debbie Hayden – Finance Director – Audit Response Letter to the Secretary of State**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to enter into executive session in accordance with ORS 192.660 (2) (i) Personnel.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

The court entered into executive session at 1:51 p.m.

The court discussed the results of the Local Government Personnel Institute salary survey.

Executive session closed at 1:57 p.m.

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Present: Debbie Hayden

Debbie Hayden, Finance Director, presented an audit response letter to the Secretary of State for the audit report for year ending June 30, 2016. The audit found a new appropriation in the amount of \$10.91 was created without a supplemental budget. Sherman County's auditors received the state's letter and acknowledged the state's findings but did not express concern over the items found. Debbie reported the county's auditors do not believe Biggs Service District should be reported with Sherman County and presented in the same audit report, as the accounting is done and audited separately. The second issue the state found was no official approval was noted in the minutes for budget adjustments made June 28, 2016. Debbie's response letter acknowledged the issues and outlined a plan to address the issues.

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the response letter to the audit report for year ending June 30, 2016.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**1.10 2:10 p.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel**

Present: Debbie Hayden, Brad Lohrey

**Motion by Judge Thompson, second by Commissioner McCoy, to enter into executive session in accordance with ORS 192.660 (2) (i) Personnel.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**1.10.1.1 2:10 p.m. County Court Discussion**

**1.10.1.2 2:30 p.m. Brad Lohrey – Sheriff**

**1.10.1.3 Written Submissions**

The court entered into executive session at 2:04 p.m.

The court discussed the results of the Local Government Personnel Institute salary survey.

Executive session closed at 3:31 p.m.

**2.0 Action Items**

**2.1 Confidentiality and Nondisclosure Agreement between Sherman County and Solutions iT**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Confidentiality and Nondisclosure Agreement between Solutions iT LLC and Sherman County for the provision of a network discovery technology survey and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.2 Resolution of the Board of Directors Authorizing the Withdrawal of North Central Education Service District from Frontier TeleNet Intergovernmental Agency**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Resolution of the Board of Directors Authorizing the Withdrawal of North Central Education Service District from Frontier TeleNet Intergovernmental Agency and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.3 Joint Resolution In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution – Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler Counties**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the joint resolution between the County Court/Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler counties In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.4 Joint Resolution In the Matter of the Designation of a Community Dispute Resolution Coordinator – Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler Counties**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the joint resolution between the County Court/Boards of Commissioners for Gilliam, Hood River, Sherman, Wasco, and Wheeler counties In the Matter of the Designation of a Community Dispute Resolution Coordinator for the 2017-2019 Biennium Community Dispute Resolution Grant process and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.5 Appointment – Eastern Oregon Coordinated Care Organization Regional Community Advisory Council: Mike Smith**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to appoint Mike Smith as Sherman County Community Advisory Council representative on the Eastern Oregon Coordinated Care Organization Regional Community Advisory Council.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.6 Appointment – Central Oregon Workforce Consortia: Judge Thompson**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Judge Thompson to serve on the Central Oregon Workforce Consortia to represent Sherman County's interests in the East Cascades Workforce Area.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.7 Intergovernmental Agreement Between the Oregon Department of Transportation and Sherman County for Continuous Operations Variance Permit Authorization**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve Intergovernmental Agreement #31548 between the Oregon Department of Transportation (ODOT) and Sherman County for services to be provided by ODOT for Continuous Operations Variance Permit Authorization.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.8 Proclamation – Sherman County Crime Victims' Rights Week**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to proclaim the week of April 2-8, 2017, as Sherman County Crime Victims' Rights Week and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.9 Proclamation – Sexual Assault Awareness Month**

**Motion Commissioner McCoy, second by Commissioner Dabulskis, to proclaim April as Sherman County Sexual Assault Awareness Month and authorize Judge Thompson to sign.**

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

**2.10 Declare as Surplus – Senior Center KitchenAid Table Top Mixer**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to declare as surplus a Commercial KitchenAid mixer from the Senior Center.**

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

**2.11 FLI Landscape Spring Clean-Up Estimate**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve an estimate from FLI Landscape in the amount of \$470.50 for spring maintenance in the front flower beds and flower beds not affected by construction.**

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

**2.12 Biggs Service District Water System Improvements Project Invoices**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve payment of the following invoices for the Biggs Service District Water System Improvements Project: invoice 58993 for \$10,000 for design engineering and invoice 58992 for \$2,700, 58821 for \$3,176.25, and 58994 for \$3,742.88 for United States Department of Agriculture application funding assistance.**

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

**2.13 Forensic Building Consultants – Personal Service Agreement: Sherman Public/School Library Roof Isolated Leak Assessment**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Professional Services Agreement between Sherman County and Forensic Building Consultants in the amount of \$1,125 for an isolated roof leak assessment at the Sherman County Public/School Library and authorize Judge Thompson to sign.**

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

**2.14 Appointment – Sherman County Area Watershed Council Board of Directors: Jesse Stutzman**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to appoint Jesse Stutzman to the Sherman County Area Watersheds Council Board of Directors as Sherman County Soil and**

**Water Conservation District representative for a term of four years to expire on December 31, 2020, and to remove DeeAnn Ramos from the board per her request.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

### **3.0 Discussion Items**

#### **3.1 Unserved Areas to Community College Services**

Judge Thompson spoke to Dan Spatz, Columbia Gorge Community College (CGCC), about Oregon Administrative Rules section 589-002-0600 regarding Access by Unserved Areas to Community College Services and Procedures for Contracted Out-of-District Areas. Sherman County is not in CGCC's district or any district for community college but donates to the CGCC scholarship program to benefit Sherman County students who attend CGCC. In the past, the court was approached to discuss adding Sherman County to the district, but the court was not interested at the time. The court will invite Dan to speak at a future court session about this topic.

#### **3.2 Wildlife Services Budget Request 2017-2018**

The court reviewed a 2017-2018 wildlife services budget request for Sherman County from the United States Department of Agriculture Animal and Plant Health Inspection Service (USDA-APHIS). Sherman County typically contributes \$60,000 towards wildlife services. This year, USDA-APHIS is asking for an extra \$12,000, bringing the county's total contribution to approximately \$72,000. This request is in anticipation of the Legislature finalizing the Governor's Recommended Budget. Commissioner McCoy asked if an extra contribution would be supplanting. The court will wait until July to make a decision about funding. Even with an approximate \$72,000 contribution from the county, a \$12,000 deficit still exists in the proposed wildlife services budget plan.

#### **3.3 Letter – Carol MacKenzie: Location of Potential 911 Back-Up Center**

The court reviewed a letter submitted by Carol MacKenzie asking the court to reconsider the location of the potential backup 911 center.

#### **3.4 Thank You Letter – Columbia Gorge Community College**

The court reviewed a letter from Stephanie Hoppe and Martha Capovilla, Columbia Gorge Community College, thanking the court for contributing to the Columbia Gorge Community College Foundation.

#### **3.5 Commissioner Reports**

Commissioner Dabulskis – Attended county college in February; discussed transportation and finances; will set up a future meeting with a new commissioner in Clackamas County, which has approximately 2,000 county employees, just to experience different population totals; April's county college is in Wasco County and Commissioner Dabulskis will invite classmates to a barbeque in Sherman County; attended the National Association of Counties conference in Washington D.C.; was put on the agricultural rural affairs committee, so was a voting member at the conference; met with Senator Merkley and Senator Wyden staff members; attended a meeting with Sherman County fire personnel and Oregon Department of Transportation; attended Mid-Columbia Council of Governments orientation; attended a school board meeting; attended Association of Oregon Counties in Salem, and attended governance and legislative committees; attended a Soil and Water



Conservation District meeting; attended the courthouse facilities groundbreaking; attended a library board meeting.

Judge Thompson – Attended the National Association of Counties conference in Washington D.C.; discussed the sanctuary state issue; the State of Oregon could lose federal funding; attended a Community Renewable Energy Association meeting.

Commissioner McCoy – Attended a Northern Oregon Regional Corrections board meeting; the board voted to go forward with the tax levy; discussion was held about if the juvenile side is viable over the long run; need to put juvenile side on more secure footing for funding; attended Sherman Station Liaison Committee meeting; attended a tour of the Grass Valley school building with Community Counseling Solutions; attended a Community Advisory Council meeting, and met with Medicaid recipients in Sherman County; Sherman County Medical Clinic’s afterhours call service is now working, and the clinic has qualified for a much larger payment due to the fact that it is now a patient-centered primary care home; a clinic must have after-hours calling available to qualify for this; met with Senator Merkley at a meet-and-greet before the town hall; attended Senator Merkley’s town hall; attended a Mid-Columbia Council of Governments meeting; the executive director has resigned, so a special executive meeting is scheduled for next week to discuss a plan of action; attended the courthouse facilities ground breaking; attended the wheat growers annual meeting; attended North Central Public Health District and Mid-Columbia Center for Living meetings.

### **3.6 Northern Oregon Regional Corrections Notice of Measure of Election**

Judge Thompson presented a Notice of Measure of Election for Northern Oregon Regional Corrections (NORCOR). Commissioner McCoy explained the tax levy will cost tax payers approximately the same as the construction bond. The tax will be \$.26 per \$1,000 assessed property value. The NORCOR Board approved moving forward with the tax levy. Gilliam County voted no, and Sherman County voted with Gilliam County. Because of Immigration and Customs Enforcement, the NORCOR budget is currently in good shape, but if the levy passes, NORCOR funding will be more secure, which will benefit Sherman County. Even if the majority of Sherman County citizens votes no for the levy, the levy could still pass because it is based on the majority vote of all four NORCOR member counties (Hood River, Wasco, Sherman, and Gilliam).

### **4.0 Consent Agenda**

#### **4.1 Special Session Minutes of February 6, 2017**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the special session minutes of February 6, 2017, as presented, the minutes of February 15, 2017, as presented, and the special session minutes of February 21, 2017, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

#### **4.2 Minutes of February 15, 2017**

#### **4.3 Special Session Minutes of February 21, 2017**

#### **4.4 Revenue/Expenditure Summary – February 2017**

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

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

**4.5 Treasurer's Report – February 2017**

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

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

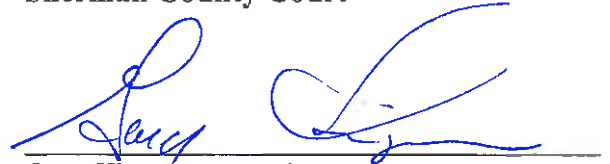
**4.6 Claims – February 2017**

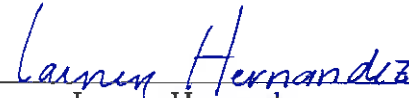
**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Claims for the month of February, 2017, as presented.**

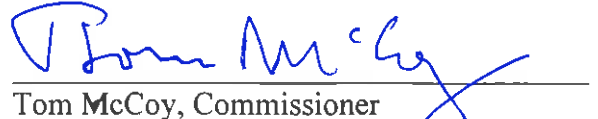
**Vote: 3-0**  
**Yes: Dabulskis, McCoy, Thompson**  
**No: 0**  
**Abstain: 0**

Being no further business before the Court, the meeting was adjourned at 3:31 p.m.

Sherman County Court

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

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

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

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