



Court Agenda

March 18, 2015

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Luke Swanson – Wheatland Insurance - Presentation
- 1.2** 10:00 a.m. Compensation Board – Finalize Compensation Requests
- 1.3** 10:30 a.m. Ron McDermid – Court Security – Security Updates
- 1.4** 11:00 a.m. Joel Madsen, Peter Tarzian, Kim Travis, Kate Sinner – Mid-Columbia Housing Authority/Oregon Housing & Community Services/Regional Solutions – Sherman County Housing Needs
- 1.5** 1:00 p.m. Executive Session in Accordance with ORS 192.660 (2)(e) Property
- 1.6** 2:00 p.m. Beth McCurdy, Rene' Moore, Jaclyn McCurdy – Fair Board – Fairgrounds Repairs/Maintenance Concerns

Additions to Agenda:

2.0 Action Items:

- 2.1 Memorandum of Understanding Between Rural Development Initiatives, Inc. and Sherman County Court
- 2.2 Appointment – North Central Public Health District Board Member
- 2.3 Resolution in the Matter of Closing the Fairgrounds Building Reserve Fund (512) and Transferring Balance to the General Fund

3.0 Discussion Items:

- 3.1 Invitation – Annual Scholarship Luncheon/Columbia Gorge Community College Foundation
- 3.2 Thank You Letter – Mid-Columbia Community Action Council
- 3.3 Household Hazardous Waste Program – Sherman County Participation
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of March 4, 2015
- 4.2 Revenue/Expenditure Summary – February
- 4.3 Treasurer's Report – February

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

March 18, 2015

Present: County Judge Gary Thompson, Commissioner Tom McCoy; Commissioner Mike Smith; Administrative Assistant Melva Thomas; County Clerk Jenine McDermid. Guest: Luke Swanson.

SUMMARY OF ACTIONS TAKEN:

Motion by Commissioner Smith, second by Commissioner McCoy to go into Executive Session in accordance with ORS 192.660 (2) (i) Personnel.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the following employee step increases: Burgett to Step E, DeHaven to Step G, Jacobsen to Step C, Corey to Step G, Davis to Step G, T. Macnab to Step F, Whitley to Step F, R. Owens to Step G, B. Olsen to Step C, Wilson to Step G, T. Olsen to Step D, C. Brown eliminate .2 Extension Sec. position and add to 4-H Coordinator for total FTE of 0.8 at Classification 0.61 Step G, Paulson to Step E, Winters to Step C, Byram to Step E, Poirier to Step F.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve continuing third position in the Assessor's office until the retirement of Pat Tierney.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve a 3% certification bonus for the DA Office Manager due to paralegal certification.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner McCoy, second by Commissioner Smith, to accept a bid from H & H Const., LLC in the amount of \$2,328.75 to replace Basement/boiler room door and frame.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried

Motion by Commissioner McCoy, second by Commissioner Smith, to go into Executive Session in accordance with ORS 192.660 (2) (e) & (h) Property & Legal Rights.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve a Memorandum of Understanding between Rural Development Initiatives, Inc. (RDI) and Sherman County Court to facilitate Fair Board training at a cost not to exceed \$7,400.00 and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to appoint Linda Thompson to serve as the Sherman County representative on the North Central Public Health District Board to be effective May 1, 2015, for a term of 4 years.

Vote: 2-0

Yes: Smith, McCoy

No: 0

Abstain: Thompson

Motion by Commissioner Smith, second by Commissioner McCoy, to approve a Resolution in the Matter of Closing the Fairgrounds Building Reserve Fund (512) and Transferring Balance to the General Fund.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0
Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of March 4, 2015, as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

1.0 APPOINTMENT SCHEDULE:

Judge Thompson opened the meeting at 9:00am. A quorum was present. No news media were present. There were no additions to the agenda.

1.1 9:00 a.m. Luke Swanson – Wheatland Insurance – Presentation

The Court heard a presentation from Mr. Swanson regarding the services his company provides. He asked for the opportunity to be considered as the county's agent of record. Wheatland also serves as agent for Gilliam, Morrow and Wallowa counties, as well as numerous farm/ranch and commercial clients. Mr. Swanson works out of the Hermiston office. There would be no change in policy pricing as CityCounty Insurance would remain as the county's company. He wanted the court to know there is someone else interested in doing business with them. Commissioner McCoy asked about the county's current agent. Jenine noted as county clerk she works with PayneWest agents out of The Dalles and Madras offices who have proven to be knowledgeable, responsive and interface well with CIS. She recommended the court visit with their current agent if a change is contemplated. Mr. Swanson will provide Melva with a list of references. This will be taken under advisement.

1.2 10:00 a.m. Compensation Board – Finalize Compensation Requests

The Court went into executive session to discuss employee step increases and compensation proposals.

Motion by Commissioner Smith, second by Commissioner McCoy to go into Executive Session in accordance with ORS 192.660 (2) (i) Personnel.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Regular session resumed at 10:25am.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the following employee step increases: Burgett to Step E, DeHaven to Step G, Jacobsen to Step C, Corey to Step G, Davis to Step G, T. Macnab to Step F, Whitley to Step F, R. Owens to Step G, B. Olsen to Step C, Wilson to Step G, T. Olsen to Step D, C. Brown eliminate .2 Extension Sec.

position and add to 4-H Coordinator for total FTE of 0.8 at Classification 0.61 Step G, Paulson to Step E, Winters to Step C, Byram to Step E, Poirier to Step F.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve continuing third position in the Assessor's office until the retirement of Pat Tierney.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve a 3% certification bonus for the DA Office Manager position due to paralegal certification.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

1.3 10:30 a.m. Ron McDermid – Court Security – Security Updates

Ron McDermid advised Court Security approved of paying to have an access control added to the courthouse basement door. Funding is from Court Security Funds and this was also approved by Judge Olsen. These dollars are from jail assessment funds. The basement door will need to be replaced and as it is "off-size" the cost will be higher. There are not ADA issues involved and the door will meet code requirements as it is a replacement. Ron added this contractor has much experience with this type of work.

Motion by Commissioner McCoy, second by Commissioner Smith, to accept a bid from H & H Const., LLC in the amount of \$2,328.75 to replace Basement/boiler room door and frame.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried

Ron went on to say the committee has been conservative with spending Court Security Funds and there is a contingency if unforeseen expenses should occur. Judge Thompson asked about the courthouse back door; there was discussion about the possibility of limiting access to the building due to a potential risk of an active shooter situation. Ron stated the committee has discussed limiting backdoor access, but this is the only ADA access to the building. There is new technology available involving use of a door opener and they are investigating options. Ron went on to say the committee will have a safety evaluation of the building. The committee is also discussing employee training for crisis situations.

The courthouse stairwell renovation project will begin March 23rd and should be completed within two weeks. The back stairway will be utilized as the main access during construction; there is no fire code issue with this. With regard to the SHPO agreement, the county has two years rather than only six months to complete their requirements and there are good resources available at the Sherman County Historical Society.

1.4 11:00 a.m. Joel Madsen, Peter Tarzian, Kim Travis, Kate Sinner – Mid-Columbia Housing Authority/Oregon Housing & Community Services/Regional Solutions – Sherman County Housing Needs

Jeff Kaser, Carol MacKenzie and Ross Turney were also present.

The group discussed housing needs in the county and available resources. Joel Madsen of Mid-Columbia Housing Authority said they are interested in working with the county to meet their needs. He went on to say the Housing Authority conducted market studies; it was decided to see the results of the community engagement process. Judge Thompson was interested in discussing workforce housing options. He referred to a study done a few years ago that made mention of many 100 year old homes in the county, some that don't have foundations and wouldn't qualify for a loan, although there have been some new homes built since the study was completed. Commissioner McCoy agreed more livable homes are needed. Jeff Kaser agreed with that statement and went on to say he has had difficulty recruiting new employees. He wondered if there may also be zoning issues involved and added the commercial side of services in the county is lacking. Mr. Kaser added it would be nice to free up more farmland which would create added value. His board is not interested in building homes to recruit or retain employees and asked about providing an incentive for employers who develop or provide a house for someone to live here. Commissioner Smith suggested a rebate for building program which would cover property taxes for the first years of a new home. Commissioner McCoy explained the resident incentive program. Commissioner Smith explained the county loan program. Other identified needs included a restaurant, possibly located in Moro where employees could have lunch. Peter Tarzian spoke about the upcoming combining of the schools onto one campus. Another obstacle seen is the distance to travel to The Dalles for shopping and restaurants. Commissioner Smith brought up the recent move toward community revitalization with the goal of making our communities more attractive, with discussion meetings to begin soon. Commissioner McCoy asked how the County can incentivize construction of single family homes. Joel Madsen stated there are a number of program available for financial assistance. There need to be strategies to get existing housing stock out of disrepair or have homes repaired and to attract new folks into the county. Kim Travis said at the state there are several programs available and many of them work thru Joel's office. She added duplex and fourplex units are preferable over apartments. Kate Sinner said the regional revolving loan fund could also apply to a fourplex. She went on to say there is currently development funding available through MCEDD that could be utilized for single family dwellings or units up to a fourplex.

Peter Tarzian said the school district would be willing to partner in housing efforts enabling staff to be here, stay here and buy homes. This would include district employees as well as the families they serve. He went on to say at one time the school district owned residences occupied by teachers and the budget has \$200,000 in a "teacherage" fund which is income from the sale of those homes. Joel Madsen described the types of assistance his board is able to offer. Peter Tarzian described a development in Cannon Beach. He added they have staff commuting here from The Dalles and teachers are not likely to buy until after their first three years of probation

are met. It was thought typical buyers are looking for a 2 bedroom, 1-1/2 or 2 bath single family home with some form of subsidization would help. Judge Thompson said the County owns three lots in Wasco that could be utilized. He added the county has funding, but doesn't want to manage units. Rent to own was another suggested option, as well as public/private ownerships. Joel Madsen said his entity could look into the option of running it. Judge Thompson hopes to schedule a work session involving this same group to further discuss housing issues and solutions.

1.5 1:00 p.m. Executive Session in Accordance with ORS 192.660 (2) (e) Property.

Also present was Randy Knowles from Klickitat PUD. Commissioner Smith asked to add "Legal" to the executive session.

Motion by Commissioner McCoy, second by Commissioner Smith, to go into Executive Session in accordance with ORS 192.660 (2) (e) Property and ORS 192.660 (2) (h) Legal.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

Regular Session resumed at 2:05pm.

1.6 2:05 p.m. Beth McCurdy, Rene' Moore, Jaclyn McCurdy – Fair Board – Fairgrounds Repairs/Maintenance Concerns

Debbie Hayden and Sandy Macnab were also present. Beth McCurdy began by asking for clarification on the definition of minor and major repairs. She had been told the county was going to cover all repairs, which was incorrect. She went on to say there are major repairs needed prior to the May 16th goat show or they will need to bring in porta potties. Rene' Moore said the bathrooms are a major problem as they are always out of order. She suggested 5 toilets be replaced with ADA units: 2 in the men and 3 in the women's restrooms; they could be purchased at Home Depot for a total of \$1,280 with Toby Wilson providing the labor. The toilet in the fair office also has issues, but can be done later. She doesn't feel the fair board should have to pay for the toilets and this needs to be done to have the fairgrounds ready for the goat show and bazaar. It was said this isn't a drain issue. Water to and from the building seems okay. Rene' said their budget is already in the red and this is an immediate problem. Commissioner McCoy said he didn't think the fair board needs permission from the court. Jaclyn said there are statutes that require the county to maintain the buildings which Judge Thompson disagreed with. She added it needs to be determined what the county will contribute toward building maintenance and what the fair board should budget for. Commissioner Smith said the county has in the past been giving money for those items and in moving forward this can be fixed as long as nothing else in addition is required.

Debbie Hayden said the county provides \$40,000 a year to the fair and can be used any way they want. After some budgeting discussion, the group moved forward. Debbie said it sounds like they want to transfer additional funds into the fair fund. The details of the purchase were discussed. It was the consensus of the Court to cover the cost of 5 toilets for the fairground restrooms and Melva will place the order with Home Depot.

The lawn mower doesn't work and the lawn needs mowed immediately. Beth said the spindles need rewelded. Last year the city's mower was borrowed by the fair board. It was thought there was an understanding with the RV Park, but this hadn't been adopted. After discussion it was decided Melva will contact Rod Asher and/or Tom Macnab and ask them to mow the lawn as soon as possible. Beth suggested mower options or establishing an agreement with the RV Park for the lawn. Commissioner Smith suggested the fair board establish an equipment reserve fund and also supported the idea of an agreement between the fair board and the RV Park.

Beth had a list of items requiring attention prior to the fair. The power was disconnected from the horse barn and this needs to be reconnected. A rough estimate of \$2,000 was received from Hire Electric. Beth asked if this is a major or minor repair and also asked about budgeting. Commissioner Smith suggested this be paid for out of the 2015-16 budget funds and there will be time for the repair after July 1. He added if there are larger projects the idea is to let the reserve fund take care of it. Rene' said there needs to be lighting installed in the midway and parking areas. Beth asked about the division of costs between the fair and the county and about the dollar responsibility of each. Judge Thompson stated there is about five to eight years remaining to get the fair board up and running without the county supporting it as there won't be discretionary funds available after that time. He went on to say this applies to other funds, as well as the fair. Jaclyn said there needs to be less entertainment and more investment in the buildings. It was said MCEDD can assist with grant writing and research. Beth asked if there are matching funds available from the county. Judge Thompson replied there are for structures only. Debbie reminded the court the fair budget is currently \$1,200 in the red. Kristine with Rural Development Initiatives arrived at the meeting and the upcoming RDI training session was discussed briefly.

2.0 Action Items:

2.1 Memorandum of Understanding Between Rural Development Initiatives, Inc. and Sherman County Court

The Court discussed upcoming fair board member training.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve a Memorandum of Understanding between Rural Development Initiatives, Inc. (RDI) and Sherman County Court to facilitate Fair Board training at a cost not to exceed \$7,400.00 and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

2.2 Appointment – North Central Public Health District Board Member

Motion by Commissioner Smith, second by Commissioner McCoy, to appoint Linda Thompson to serve as the Sherman County representative on the North Central Public Health District Board to be effective May 1, 2015, for a term of 4 years.

Vote: 2-0

Yes: Smith, McCoy

No: 0

Abstain: Thompson

2.3 Resolution in the Matter of Closing the Fairgrounds Building Reserve Fund (512) and Transferring Balance to the General Fund

Motion by Commissioner Smith, second by Commissioner McCoy, to approve a Resolution in the Matter of Closing the Fairgrounds Building Reserve Fund (512) and Transferring Balance to the General Fund.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

3.0 Discussion Items:

3.1 Invitation – Annual Scholarship Luncheon/Columbia Gorge Community College Foundation

This event will be added the Court's schedule.

3.2 Thank You Letter – Mid-Columbia Community Action Council

The Court reviewed this letter.

3.3 Household Hazardous Waste Program – Sherman County Participation

Sandy Macnab was present. Commissioner Smith reported this program will be transferred to Wasco County from the North Central Public Health District. He added Gilliam County doesn't participate as they work with Waste Management. Commissioner McCoy stated the importance of keeping cooperation going and suggested postponing any immediate changes; Sandy agreed. After discussion it was the consensus of the Court to not make any changes at the present time.

Sandy asked the Court their opinion of expanding this to a semi-annual collection event and/or holding it at the transfer site. There was discussion of coordinating the event with each city's annual clean-up day. A "sharps" container has been located at the medical clinic.

3.4 Commissioner Reports:

Commissioner McCoy: Attended the SAC meeting and reported the county needs a representative on this board; attended a CAC meeting; went to the library board meeting and learned there are concerns about how their employees are classified and their director is a school employee. He added this will be researched and clarified and that Peter Tarzian will prepare a proposal.

Commissioner Smith: Involved in the TCCC budget process and Sherman County is the highest user of that budget with a high number of misdemeanor violation offenders on probation. The current director is now less than full-time and they are trying to work another employee into that position; attended a positive NCPHD meeting and feels Linda Thompson will be a good board

member; he is working a lot with Wasco County on a number of issues and trying to fix as much as possible.

Judge Thompson: Met with Klickitat County on Monday regarding the pump storage proposal; met with City of Wasco Mayor MacKenzie who is concerned about marijuana issues including a proposed dispensary in Wasco, although there is currently a moratorium in Sherman County and according to state law dispensaries cannot be located within a mile of a school, but they are uncertain if this includes preschool and daycare facilities. AOC asked the judge to push the transportation bill that would raise gas tax or implement a mileage tax; learned of a new loan fund from Governor Brown for workforce housing.

4.0 Consent Agenda:

4.1 Minutes of March 4, 2015

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of March 4, 2015, as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

4.2 Revenue/Expenditure Summary – February

4.3 Treasurer's Report – February

Neither report was available due to a computer software transition in progress.

WITH THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 3:13PM.

ATTEST: Jenine McDermid
Jenine McDermid, County Clerk

Gary Thompson
Gary Thompson, County Judge

Tom McCoy
Tom McCoy, Commissioner

Mike Smith
Mike Smith, Commissioner