



Court Agenda

October 5, 2011

Additions to Agenda:

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Sandy Macnab – Extension Service – Quarterly Report
- 1.2** 9:15 a.m. Wade McLeod – District Attorney – Quarterly Report
- 1.3** 9:30 a.m. Mark Coles – Road Department – Quarterly Report
- 1.4** 10:00 a.m. Georgia Macnab – Planning Department – Grant Application
- 1.5** 10:45 a.m. Dee Lieuallen, Theresa Mobley – Commission on Children & Families/Prevention – Quarterly Report
- 1.6** 11:00 a.m. Brad Lohrey – Sheriff – Quarterly Report
- 1.7** 11:30 a.m. Beth McCurdy – Fair Board – Quarterly Report
- 1.8** 11:45 a.m. Debbie Hayden – Finance Director – Property Taxes
- 1.9** 1:30 p.m. Bryan Hunt – Tri-County Veterans Service Officer – Quarterly Report
- 1.10** 2:00 p.m. Barb Seatter – Mid-Columbia Center for Living – Coordinated Care Organizations (CCOs) Update
- 1.11** 2:30 p.m. Dan Devlin – Rural Technology Group – Sherman County Wireless Network Update

2.0 Action Items:

- 2.1 Appointment to BOPTA Pool
- 2.2 Senior Center – Peripheral Work to Install New Range & Hood: Prairie City Builders Proposal
- 2.3 Senior Center – Supports for Countertop: Prairie City Builders Proposal
- 2.4 Letter of Commitment – Oregon Partners for Disaster Resistance & Resilience
- 2.5 Oregon Military Department Office of Emergency Management - Emergency Management Performance Grant CFDA # 97.042
- 2.6 Quote for Replacement of Backdoor

3.0 Discussion Items:

- 3.1 November Meeting Date
- 3.2 Letter – Columbia Gorge Community College Foundation: Scholarship Awarded
- 3.3 Scope of Work – CenturyLink Phone System
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of September 21, 2011
4.2 Claims – September

5.0 Future Agenda Items:

***If necessary, an Executive Session may be held in accordance with:*

<i>ORS 192.660 (2) (d) Labor Negotiations</i>	<i>ORS 192.660 (2) (h) Legal Rights</i>
<i>ORS 192.660 (2) (e) Property</i>	<i>ORS 192.660 (2) (i) Personnel</i>



SHERMAN COUNTY COURT
REGULAR SESSION
Sherman County Circuit Courtroom

MINUTES

October 5, 2011 9:03am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners; Melva Thomas, Court Administrative Assistant; Sandy Macnab; Jenine McDermid, County Clerk.

Additions to the agenda:

3.5 Establish parameters for fiber optic line to Road Department and determine standard.

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Burnet, second by Commissioner Smith to authorize the expenditure of up to \$14,230 to purchase Prosecutor by Karpel, a data management system for the District Attorney's office. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to declare surplus the Road Department's 1990 Dodge one ton 4x4 pickup truck. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve the Oregon Department of Land Conservation and Development 2011-13 Grant Agreement in the amount of \$3,500 and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve an estimate received from KIWI4 Construction, Inc. for the continued plumbing repair at the fairgrounds house with an amount not to exceed \$3,400 and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to authorize the expenditure of up to \$150 worth of wireless equipment for each new subscriber not currently covered with the system in place. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to appoint Barbara Bish and Forest Peters-Makelim from the non-office holding pool and

Gary Thompson with Mike Smith as alternate from the Chairperson's pool to the Board of Property Tax Appeals. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to accept a proposal from Prairie City Builders in the amount of \$10,406 for required peripheral work to install new range and hood at the Senior & Community Center and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to accept a proposal from Prairie City Builders in the amount of \$612 to construct supports for the countertop at the Senior & Community Center and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to approve a Letter of Commitment in the Oregon Partners for Disaster Resistance & Resilience program and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve Pauline Keeney as an additional back-up cook at the Senior & Community Center. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve Oregon Military Department Office of Emergency Management Emergency Management Performance Grant CFDA #97.042 in the amount of \$35,000 and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to accept a proposal from TnT Construction Services in the amount of \$1,735 to install a new hollow metal door at the Courthouse. Motion carried.

Consensus of the Court to write a letter in support of keeping our local post offices open.

Consensus of the Court to return funds at an interest rate of 1.5% interest; to make a formal motion at a later date when receive formal request from Moro City Council.

Motion by Commissioner Smith, second by Commissioner Burnet to approve the minutes of September 21, 2011 as presented. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to approve the payment of claims for the month of September as presented. Motion carried.

1.1 SANDY MACNAB – EXTENSION OFFICE – QUARTERLY REPORT:

Sandy reported the extension office project is moving along, with the walls having been brought in. He suggested the purchase of a big screen unit for the conference room with updated videoconferencing capabilities. The old equipment could be donated to the Senior Center. Along with Steve Petrie, Sandy would like to celebrate the grand opening with a ribbon-cutting event. It is expected this would occur mid-February 2012. Commissioner Burnet suggested Sandy have the OSU technology department contact Milt Ketchum regarding the installation of new equipment at the structure and whether OSU would be interested in extending the fiber optic line to the new building.

It was announced that John Hilderbrand and Art Buether are recipients of Diamond Pioneer awards from the OSU College of Ag Sciences and will be honored with a ceremony on October 12. Also, Sandy said he applied for a regional administrative position, but was not accepted. A regional director position was created and will begin January 1, although this should not affect any local positions. He reported on Cindy Brown's work with local 4-H club activities, including new robotics and garden clubs, a new entrepreneur club in the works, grants received, the demonstration garden at the extension office and a busy week at the Sherman County Fair. The week of October 3rd is designated as National 4-H Week.

1.2 WADE MCLEOD – DISTRICT ATTORNEY – QUARTERLY REPORT:

Wade McLeod and Office Manager Jennifer Simpson reported on office activities over the last quarter. Their case load is up, with a 20% increase over last year and includes a variety of cases. Katie Paul was hired as the new Victim's Advocate and works 26 hours per week in that position.

Jen advised most counties are utilizing the "Prosecutor" data management system purchased through Karpel Solutions for their cases. Currently she uses Word and Excel for this purpose. Several other counties have implemented this software, which includes access to an offsite server for backup purposes for an annual fee of \$180. The company also provides 24-hour tech support, annual updates and user meetings. This will streamline data input, saving time and reducing errors. It is hoped this software will interface with future sheriff's office software.

Motion by Commissioner Burnet, second by Commissioner Smith to authorize the expenditure of up to \$14,230 to purchase Prosecutor by Karpel, a data management system for the District Attorney's office. Motion carried.

1.3 MARK COLES – ROAD DEPARTMENT – QUARTERLY REPORT:

Mark Coles began with an update on department activities, including work on Lower Hay Canyon, Dobie Point Road, with a total of \$706,288 for chip seal this year. Expenditures on the Baseline project shared with Iberdrola; Tenneson Engineering was paid for their involvement; a portion of the road had to be repaved; hot patch mix is \$28,133 or \$58.50 per ton for material only. They have done a lot of crack sealing which is slow, labor intensive work and mostly prepping roads for next year. Mark and the Court reviewed a

spreadsheet explaining the \$651 in fines imposed by MSHA for crushing site issues, including the requirement to create a berm along the county road; all issues have been corrected and all paperwork passed.

There was a significant crusher breakdown involving a shaft and flywheel problem, resulting in estimated repairs in the range of \$5,000 to \$6,000. They are about halfway done with crushing chip seal rock for next year. 2012 chip seal projects include Gordon Ridge, Upper Hay Canyon, Klondike and Oehman. Mark will attend his fall conference October 24 and 25 at Bend. Bridge inspections were held, with Finnegan to be posted for weight restriction, although he thought the repairs had been made previously. They have completed ditch cleaning in Scott Canyon, on VanGilder and Monkland roads. He feels the county would benefit by having an officer trained to perform truck inspections and encouraged the Court to visit with the Sheriff. Fall grading will begin the week of October 10; the fall weed conference is at the end of October. Recent damage to the new pickup was repaired and the Kenworth truck needs a new engine.

Mark asked the Court to declare a vehicle surplus; the engine went out last fall.

Motion by Commissioner Smith, second by Commissioner Burnet to declare surplus the Road Department's 1990 Dodge one ton 4x4 pickup truck. Motion carried.

1.4 GEORGIA MACNAB – PLANNING DEPARTMENT – GRANT APPLICATION:

The Court reviewed the annual DLCD grant agreement, which can be used for any planning activity. This is typically used for work Dan Meader is involved with.

Motion by Commissioner Smith, second by Commissioner Burnet to approve the Oregon Department of Land Conservation and Development 2011-13 Grant Agreement in the amount of \$3,500 and authorizing Judge Thompson to sign. Motion carried.

Georgia Macnab also reported she has been asked to serve on Cascade Housing's Regional Housing Loan Fund board, representing Sherman County. She has been working on the strategic plan. Office policies and procedures are almost complete and she will meet with the Court at a later date to review.

1.5 DEE LIEUALLEN, THERESA MOBLEY – COMMISSION ON CHILDREN AND FAMILIES/PREVENTION – QUARTERLY REPORT:

A written report was presented to the Court for review. Summer activities were completed in August. The crew went on a trip to the Lava Caves in Bend for their year-end event. The OYCC crew ended the season with a trip and barbecue with the Gilliam County crew at the Jon Bowerman Ranch near Antelope. Theresa said the RFP process is complete and all contracts are signed and in place. They had a booth at the fair, along with an OYCC picture board. Participated in the fall sports orientation and held a hot dog feed afterward. Project Alert began the previous Wednesday with student leader training. Howard Gonser and Ron Sutherland are also involved with this program.

Paw Pals began Tuesday with 13 lunch buddies; they are still in need of a second grade lunch buddy as they would like two for each class. Dee and Theresa will be meeting with Cindy Brown to discuss possibly partnering for summer activities. They are also working with the high school on sporting event programs. Dee agreed to serve as secretary for the state coalition this year. They will be hosting the regional commission meeting on November 10 and topics include discussion about the future of local commissions in our region. There may be organizational changes as determined by the 2012 legislative session. The summer food program was successful and they would like to provide this again next summer, working with the school district.

1.6 BRAD LOHREY – SHERIFF – QUARTERLY REPORT:

Sheriff Lohrey stated the patrol car data terminals purchased from EIS are still not functional and legal counsel has been consulted about possible next steps. Reinstalling the old equipment that still works would not serve any purpose because the system was updated at dispatch. This issue affects three counties.

The previous week a pipe bomb was discovered during a traffic stop; the bomb squad safely dispatched it. The Sheriff reported it's been a fairly busy year, with a steady flow of cases. As of the end of September 2,100 citations had been issued, compared with 1,700 for the same time frame in 2010, 293 reports, 118 MSRs and they impounded 118 vehicles for no insurance. The patrol vehicles are performing well so far. They are hoping to purchase a fireproof gun safe out of drug seizure funds in which to store guns and ammunition. A Fort Knox safe could be purchased at the local John Deere dealership.

Commissioner Burnet stated there are concerns about the use of heavy vehicles related to wind projects on county roads and asked what could be done about vehicle inspection and permitting. It was reported maintenance equipment is traveling on Scott Canyon Road without first obtaining permits from the road department and over width, overweight trucks are not staying on prescribed routes. The road department would like trucks to stay on prescribed routes and make trucks more aware of the needs for permits and that vehicles need to be legal. Brad said he could send an officer to truck inspection school or could make arrangements for OSP to inspect, but having a local person would be preferred. He will learn what can be done.

1.7 BETH MCCURDY – FAIR BOARD – QUARTERLY REPORT:

Karl Richter was also present. Beth reported the fair went well this year. There were approximately 17-19 commercial exhibit booths in the pavilion, which is a big increase over previous years. The demolition derby saw 11 drivers this year, up from 7 last year and the event was well attended. The fair board heard good reviews about the entertainment. Beth is currently working on the report to the state, which is due the end of October. The work on the fairgrounds house is complete and will be advertised for rent soon, after the sewer is functional. Karl said the sewer line is plugged solid. A repair estimate was received from KIWI4 Construction in the amount of \$3,400 to repair the 160' of line. This could be paid for out of the fair building reserve.

Motion by Commissioner Smith, second by Commissioner Burnet to approve an estimate received from KIWI4 Construction, Inc. for the continued plumbing repair at the fairgrounds house with an amount not to exceed \$3,400 and authorize Judge Thompson to sign. Motion carried.

Sponsorships were received this year with 10% from the 4-H Leaders booth in the amount of \$184, will receive a check from the Boosters Club and sponsorships were received from other vendors as well, including Iberdrola, Case IH, Cultural Trust. Fair expenses were about \$24,000. Beth said they are expecting approximately \$50,000 from the state and have made positive strides toward increasing fair revenues.

1.8 DEBBIE HAYDEN – FINANCE DIRECTOR – PROPERTY TAXES:

The discussion included delinquent personal property accounts. Debbie said she sent out letters for garnishment of owners' resident compensation payment and is exploring other options for collecting past due property taxes, with the Court being in agreement.

1.9 BRYAN HUNT – TRI-COUNTY VETERANS SERVICE OFFICER – QUARTERLY REPORT:

Bryan presented a written report for the second quarter of 2011. The report listed detailed interviews, claims filed, claims granted and recovered for the tri-county area. Outreach activities have been limited due to his time off, but he has received his medical release to return to work. He has set up a Facebook page for the Tri-County Veterans Service Program. Bryan attended training in Sunriver, with his expenses covered by the Portland VA Medical Center; there is another scheduled for November. In an effort to reduce expenses, Bryan said he was considering eliminating his office phone lines and being accessible via cell phone. There was discussion about obtaining a toll-free 800 number with a call forwarding feature for all incoming calls.

There are full-time veteran medical services now available in The Dalles. Bryan would like to obtain a new vehicle and he has visited with the other counties about this. He said a front wheel drive sedan would be preferable. The Court recommended developing a proposal for consideration during the next budget cycle.

1.10 BARB SEATTER – MID-COLUMBIA CENTER FOR LIVING – COORDINATED CARE ORGANIZATIONS (CCOs) UPDATE:

Barb Seatter stated she is briefing all counties on HB 3650 concerning coordinating care organizations in an effort to make the commissioners aware of and to solicit support for her concerns about the potential effects of these changes. She is concerned specifically about Section 24 which states CCOs must have written agreements with those providing mental health services and the CCOs are not happy with the section of the bill dealing with the coordination of services. In the Oregon Health Plan it was addressed so the mental health area could be managed separately to ensure a safety net for those in need. Another concern was that doctors may not want to sign up with CCOs because there may not be sufficient funding. She added that Center for Living is joining GOBI the first of the year. There is concern about who will provide oversight for the system of care.

1.11 DAN DEVLIN – RURAL TECHNOLOGY GROUP – SHERMAN COUNTY WIRELESS NETWORK UPDATE:

Dan Devlin reported the project is done and connectivity is good. There were some minor tuning issues, but are getting good reception as far out as 16 miles. He tested and is currently receiving 4.5 megs into the county circuit courtroom.

Total project expenditures are at about \$33,000 currently, with about \$2,000 in cash and \$1,000 in materials remaining from the original budget. Dan said the entire county is covered, but residents in the valleys may not be able to get a signal. The Court discussed how best to use the remaining funds. Rural Technology Group currently has about 19 residents connected, with a waiting list of about 30.

Leftover equipment consists of \$300 of wire, 4 repeaters, 3 smaller repeaters, 5 radios and miscellaneous items. They could set up 4 complete repeaters with this equipment. Dan suggested using remaining funds and equipment to subsidize groups of residents to provide them with service. Commissioner Burnet stated the residents must provide the pole and power, but then the county would provide the equipment and installation. These folks could work out with their neighbors to share the cost once it is determined. Commissioner Burnet suggested providing \$150 worth of wireless equipment for each household. The current basic installation fee is \$150 in towns, with an additional \$1.00 per mile, each way, for out of town subscribers.

Motion by Commissioner Burnet, second by Commissioner Smith to authorize the expenditure of up to \$150 worth of wireless equipment for each new subscriber not currently covered with the system in place. Motion carried.

2.0 ACTION ITEMS:

2.1 APPOINTMENT TO BOPTA POOL:

Two persons have asked to be appointed to the board, although we are still seeking an alternate for the non-office holding pool.

Motion by Commissioner Burnet, second by Commissioner Smith to appoint Barbara Bish and Forest Peters-Makelim from the non-office holding pool and Gary Thompson with Mike Smith as alternate from the Chairperson's pool to the Board of Property Tax Appeals. Motion carried.

2.2 SENIOR CENTER – PERIPHERAL WORK TO INSTALL NEW RANGE & HOOD: PRAIRIE CITY BUILDERS PROPOSAL:

Melva received three proposals for this job, although others were contacted and showed either no availability or interest.

Motion by Commissioner Smith, second by Commissioner Burnet to accept a proposal from Prairie City Builders in the amount of \$10,406 for required

peripheral work to install new range and hood at the Senior & Community Center and authorizing Judge Thompson to sign. Motion carried.

2.3 SENIOR CENTER – SUPPOTS FOR COUNTERTOP: PRAIRIE CITY BUILDERS PROPOSAL:

The countertop in the kitchen area needs additional support.

Motion by Commissioner Smith, second by Commissioner Burnet to accept a proposal from Prairie City Builders in the amount of \$612 to construct supports for the countertop at the Senior & Community Center and authorizing Judge Thompson to sign. Motion carried.

2.4 LETTER OF COMMITMENT – OREGON PARTNERS FOR DISASTER RESISTANCE & RESILIENCE:

Motion by Commissioner Burnet, second by Commissioner Smith to approve a Letter of Commitment in the Oregon Partners for Disaster Resistance & Resilience program and authorizing Judge Thompson to sign. Motion carried.

2.5 OREGON MILITARY DEPARTMENT OFFICE OF EMERGENCY MANAGEMENT – EMERGENCY MANAGEMENT PERFORMANCE GRANT CFDA #97.042:

Motion by Commissioner Smith, second by Commissioner Burnet to approve Oregon Military Department Office of Emergency Management Emergency Management Performance Grant CFDA #97.042 in the amount of \$35,000 and authorizing Judge Thompson to sign. Motion carried.

2.6 QUOTE FOR REPLACEMENT OF BACK DOOR:

Motion by Commissioner Burnet, second by Commissioner Smith to accept a proposal from TnT Construction Services in the amount of \$1,735 to install a new hollow metal door at the Courthouse. Motion carried.

2.7 POSTAL SERVICE:

Consensus of the Court to write a letter in support of keeping our local post offices open.

3.0 DISCUSSION ITEMS:

3.1 NOVEMBER MEETING DATE:

It was decided only one County Court session will be held in November, that being on the 9th due to the Association of Oregon Counties (AOC) conference the following week.

3.2 LETTER – COLUMBIA GORGE COMMUNITY COLLEGE FOUNDATION: SCHOLARSHIP AWARD:

Correspondence was received from the college informing court members that a scholarship was awarded to nursing student and Wasco resident Shayla Stankwitz.

3.3 SCOPE OF WORK – CENTURYLINK PHONE SYSTEM:

The Court reviewed the document received from CenturyLink representatives.

3.4 COMMISSIONER REPORTS:

There were no reports.

3.5 PARAMETERS FOR FIBER OPTIC LINE TO ROAD DEPARTMENT AND DETERMINE STANDARD:

Ron McDermid was present. Northwest Information Services suggested 12 strand single mode fiber. Ron had spoken with Dan Wollom of ASET who said a 6 strand single mode line would be sufficient. It is about 550' to the road department building. ASET or Unitech should be able to do the job, which is estimated at under \$5,000. It was decided to contact Karsten Balleby of CenturyLink to seek his recommendation. Ron will report back to the court in a couple of weeks.

3.6 CITY OF MORO:

Correspondence was received from Rene' Moore, City Administrator inquiring as to whether the county would reduce the interest rate on their \$150,000 loan from 3.5% to 1.5%. It is likely the loan will be returned by end of the year.

Consensus of the Court to return funds at an interest rate of 1.5% interest; to make a formal motion at a later date when receive formal request from Moro City Council.

4.0 CONSENT AGENDA:

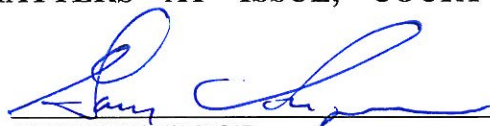
4.1 MINUTES OF SEPTEMBER 21, 2011:

Motion by Commissioner Smith, second by Commissioner Burnet to approve the minutes of September 21, 2011 as presented. Motion carried.

4.2 CLAIMS – SEPTEMBER:


Motion by Commissioner Burnet, second by Commissioner Smith to approve the payment of claims for the month of September as presented. Motion carried.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS
ADJOURNED at 3:23pm.


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COMMISSIONER


COMMISSIONER