



Court Agenda

October 20, 2010

**8:30 a.m.
Staff Meeting**

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Jenine McDermid – County Clerk – Quarterly Report
- 1.2** 9:45 a.m. Ron McDermid – Justice Court – Quarterly Report/HVAC Update
- 1.3** 10:00 a.m. Rod Asher – Weed/Grounds Maintenance Department – Quarterly Report
- 1.4** 10:30 a.m. Marnene Benson-Wood – Treasurer – Quarterly Report
- 1.5** 10:45 a.m. Marnene Benson-Wood – Community Transit – Quarterly Report
- 1.6** 11:00 a.m. Mark Coles – Road Department – Quarterly Report
- 1.7** 11:30 a.m. Georgia Macnab – Planning Department – Quarterly Report
- 1.8** 11:45 a.m. Dee Lieuallen – Commission on Children & Families – Amendment to Oregon Commission on Children & Families Intergovernmental Agreement
- 1.9** 1:30 p.m. Biggs Service District Board
 - 1.9.1** Audit
 - 1.9.2** Resolution Re: USDA Fund
 - 1.9.3** Amendment to Biggs Service District Ordinance
 - 1.9.4** Rebate Check
- 2.0** 2:00 p.m. Jessica Metta – Mid-Columbia Economic Development District – Quarterly Report

Additions to Agenda:

2.0 Action Items:

- 2.1 Resident Incentive Program – 2010 Distribution
- 2.2 Resident Incentive Program Appeal
- 2.3 Authorize Tree Trimming & Removal – Senior Center
- 2.4 Demolition Request – City of Moro
- 2.5 Budget Transfers & Payment Authorization
- 2.6 Wifi Project Design Proposal – Invictus Networks, LLC
- 2.7 Office Lease Agreement – Commission on Children & Families/Triple C Enterprises
- 2.8 Board of Property Tax Appeals Appointment to Chairperson's Pool: Judge Thompson

3.0 Discussion Items:

- 3.1 Additional Tree Trimming at Senior Center
- 3.2 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of October 6, 2010
- 4.2 Revenue/Expenditure Summary – September
- 4.3 Treasurer's Report – September

5.0 Future Agenda Items:

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



SHERMAN COUNTY COURT
REGULAR SESSION
Sherman County Circuit Courtroom

MINUTES

October 20, 2010 9:15am

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

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Burnet second by Commissioner Smith to approve the Conditional Incentive Agreement between City/County Insurance Services and Sherman County for a risk management grant in an amount up to \$10,000 and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the Oregon Department of Transportation Public Transit Division Agency Quarterly Report as presented and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to authorize Transit Coordinator Marnene Benson-Wood to sign and approve future ODOT Public Transit Division Agency Quarterly Reports, with continued quarterly presentation of the report to the County Court. Motion carried.

Consensus of the Court to allow Karl Richter the use of the county Jeep for the purpose of RV Park and Fairground needs.

Motion by Commissioner Smith and second by Commissioner Burnet to approve and authorize Judge Thompson to sign Amendment 3 to Oregon Commission on Children & Families 2009-11 County Intergovernmental Agreement SHE0911. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith approve the 2010 Resident Incentive Program distribution in the amount of \$590 for eligible residents. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith to deny the appeal by a former resident for the 2010 Resident Incentive Program. Motion carried.

Motion by Commissioner Smith second by Commissioner Burnet to approve tree trimming and removal at the Senior & Community Center by R&C Tree Service in the amount of \$4,500. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to approve the request by the City of Moro demolish the old Fritts Insurance building to allow for construction of a new city hall. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the recommended budget transfers. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith to approve the Lease Agreement for Office Space between Dale Cole's dba Triple C Enterprises and Sherman County Commission on Children and Families. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith appoint Gary Thompson to the 2010 BOPTA chairperson's pool. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the consent agenda as presented. Motion carried.

1.1 QUARTERLY REPORT – JENINE MCDERMID, COUNTY CLERK:

Jenine McDermid reported the county was awarded a \$10,000 risk management grant by City/County Insurance Services. This can be utilized for any purpose that improves the county's risk management program. The county has up to three years to expend the grant funds. She also reported on attendance at the Board of Property Tax Appeals clerk's training via video conference at The Dalles. This year board members will have the option of training at an on-site session out of the local area or by video conference. With regard to the general election, ballot return is underway with 9.47% of the 1,243 voters having cast their vote; residents have been utilizing the on-line voter registration system.

Motion by Commissioner Burnet second by Commissioner Smith to approve the Conditional Incentive Agreement between City/County Insurance Services and Sherman County for a risk management grant in an amount up to \$10,000 and authorize Judge Thompson to sign. Motion carried.

1.2 QUARTERLY REPORT/HVAC UPDATE – RON MCDERMID, JUSTICE COURT:

A pretty routine quarter, with revenues slightly above the projected level at the end of September. Ron reported Oregon State Police tickets have increased from the same quarter last year 281 to 347, while county is up 456 to 562, with a grand total increase for this quarter from 707 to 909. The trend around the state is for slightly less activity in justice courts. In Sherman County notable filings include three violations of alleged speeds of more than 100 MPH and 20 citations for possession of less than an ounce of marijuana. Revenues of approximately \$19,000 for the quarter have been received through the efforts of the court's collection agency.

Additionally, legislative interim committees are working on possible revisions dictating how all courts will operate. Such proposed changes include a presumptive base fine; pleadings of either no contest or not guilty. There is greater emphasis being placed on collection of additional revenue, with a push for raising maximum fines. Lobbyists representing both AOC and the JPs are protesting these movements.

Ron reported on his meeting with Glen Sexton and John Curalli from Northwest Information Services (NIS) regarding the telecommunication portion of the HVAC project. They believe this will be a good fit with the other pieces of the project and are in the process of developing a proposal for consideration. The information Jim Doar provided has benefitted their review. It was confirmed the telecommunications cable can be included at the same time the rest of the project is done and should have a cost estimate next week. Daryl Sieker will act as the owner's rep and will oversee the general contractor of the project. Consultants will need to submit amended invoices to include a per hour charge for work done. HVAC and electrical work only are eligible for the SEP grant.

A special court session will be held at 8:00am on October 27 to discuss and possibly take action on the telecommunications proposal from NIS.

1.3 QUARTERLY REPORT – WEED/GROUNDS MAINTENANCE DEPARTMENT – ROD ASHER:

This department has been working on spraying and are waiting for leaves to fall. They have been surveying damage to trees and will be blowing out the irrigation systems within the next month. Judge Thompson asked that fill dirt be added to the memorial planter and planter around the courthouse. Commissioner Smith asked about spraying at the RV Park. Rod will try to coordinate with the RV Park residents, preferably when trailers aren't present.

Judge Thompson said Georgia Macnab, County Planner will be submitting an application to the State Parks and Recreation Department for restrooms and showers at the RV Park. A presentation will be given on November 9th. Rod recommended filing copies of the building specs if the grant is awarded.

With regard to weed control, Rod reported having great weather for spraying, with the season about completed. In November he and Tom Macnab will begin working on wind farms and power line areas, with work being impeded only by fog and snow. All equipment is running well and they are within their budget.

1.4 QUARTERLY REPORT – TREASURER – MARNENE BENSON-WOOD:

Marnene reported current interest rates are at .55 and it could be one or two years before much change is seen according to Gary Prophet of Bank of Eastern Oregon. The county's CDAR limit from BEO has been met and cannot purchase any additional. The county is loaning \$150,000 to the City of Moro. She was told the government pool is probably the best investment at the time, except for infrastructure-type projects. There was discussion on the possibility of loaning funds to NORCOR and other local agencies. It was agreed the county needs an investment plan. A meeting will be arranged for sometime in January with the county court, treasurer, financial director, legal counsel and including a finance advisor and representatives from the Bank of Eastern Oregon and Association of Oregon Counties. Marnene will contact Gilliam County to obtain information on their current investment activities.

1.5 QUARTERLY REPORT – COMMUNITY TRANSIT – MARNENE BENSON-WOOD:

Marnene learned from Jean Palmateer that most county courts delegate authority to the local transit director to sign the quarterly reports themselves instead of waiting for a signature from the county judge. The reports continue to be submitted to the county court for review. The county courts should continue with signing of grant applications and agreements. Marnene also presented a summary of revenue and expenditures for the first

quarter of the fiscal year with a beginning balance of \$21,606.48 and an ending balance of \$17,144.52. She hopes to purchase an additional van within the next few months. Additionally, she may attempt to purchase land adjacent to the bus barn to allow for an expansion of the structure.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the Oregon Department of Transportation Public Transit Division Agency Quarterly Report as presented and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to authorize Transit Coordinator Marnene Benson-Wood to sign and approve future ODOT Public Transit Division Agency Quarterly Reports, with continued quarterly presentation of the report to the County Court. Motion carried.

1.6 QUARTERLY REPORT – ROAD DEPARTMENT – MARK COLES:

Mark Coles reported on 7,070 yard of chip seal rock was crushed and is ready for next year's projects. They have a driller coming next week to plan for the next blast. His crew has been spraying weeds and have found a chemical that works well on rabbit brush. They are also working on signage in areas including Baseline Lane for Iberdrola at the intersections and also at Fairview. Hinged signs have been ordered for Scott Canyon so that drivers can be aware that this particular road is not maintained daily during the winter months. Commissioner Burnet folks are camping at the bottom of Starvation Lane on the sandbar at the low-water mark. The Bureau of Land Management has ownership of this sandbar. The commissioners agreed it would be a good idea to install a "No Camping Beyond This Point" sign and Mark volunteered to oversee this.

The road department started fall grading early October at Harris Canyon Road, along with some hot mix patching on Monkland. They patched an area on Herin and will try to smooth it out next year. Shoulder work was also done on Herin, as well as VanGilder and Hay Canyon. The Baseline project from Highway 206 to Iberdrola is being surveyed. Soon fall grading can get started and he hopes to complete sub grading and sub base prior to winter. Mark met with Mike Strickler of Iberdrola and closing a portion of Baseline for this project will be no problem. Winter projects include emshaw training, snow removal, winter maintenance work, department members will attend a spray conference and Mark is planning to attend the AOC fall conference.

Commissioner Burnet and Mark reported on visiting a site concerning a road issue. Mark also suggested the court visit with Sheriff Lohrey regarding a truck inspection enforcement officer. Commissioner Smith asked about the weeds on Higley Loop. The county maintains the dirt and sprays the weeds a minimum of once per year.

Mark suggested the county invest in additional areas for rock quarry facilities, such as Monkland and Rutledge as this would help keep costs down. Areas are needed for

stockpiling. He will visit with legal counsel and report back later. Additionally, the road department needs to surplus some items, which will be discussed at a later court meeting.

1.7 QUARTERLY REPORT – PLANNING DEPARTMENT – GEORGIA MACNAB:

Georgia Macnab reported five housing rehab loans have been approved, with a total amount of about \$130,000. She plans to advertise more in the Rufus and Wasco areas as there has not been much work done there as of yet. She submitted a grant for new restrooms and laundry facility at the RV Park, with she and Judge Thompson scheduled to deliver a presentation to the State Parks Department in November.

Commissioner Smith said he has visited with Karl Richter about purchasing a small pickup or ATV for both RV Park and Fair use. The court discussed utilizing the old county Jeep for the time being.

Georgia reported on meeting with Portland General Electric and the Oregon Department of Energy regarding the transmission line. The notice of intent was sent to EFSC, with the project expected to begin in 2013. She also handled two boundary line adjustments; may also be involved in a couple of quarry applications; the PATU Wind Farm is complete; a community wind farm application was not approved for BETC. She will attend an enterprise zone workshop on October 28. Georgia also met with a representative of the Oregon Raceway Park to discuss their future needs and met with the Cottonwood State Park advisory committee. Additionally, she attended SolarNow! training with Judge Thompson and may need to be involved in development of a small wind turbine for personal use ordinance.

Consensus of the Court to allow Karl Richter the use of the county Jeep for the purpose of RV Park and Fairground needs.

1.8 COMMISSION ON CHILDREN AND FAMILIES – AMENDMENT TO OREGON COMMISSION ON CHILDREN AND FAMILIES INTERGOVERNMENTAL AGREEMENT – DEE LIEUALLEN:

Due to a conference call, Dee Lieuallen was not able to attend. The Court reviewed the document.

Motion by Commissioner Smith and second by Commissioner Burnet to approve and authorize Judge Thompson to sign Amendment 3 to Oregon Commission on Children & Families 2009-11 County Intergovernmental Agreement SHE0911. Motion carried.

2.0 QUARTERLY REPORT – MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT – JESSICA METTA:

Jessica Metta provided the Court with her quarterly report. She reported the John Day Rural Tourism committee is now separate from the Condon Chamber of Commerce. The first Rural Tourism Studio was held and went well, working on visioning and long-term goals. She also reported Gilliam County is now partnering with CGBREZ and will have a booth at the Small and Community Wind Conference in Portland and at the conference in Anaheim. Jessica attended the economic vitality forum, including a workshop on business retention and expansion. There was discussion on how to help businesses, with a potential incubator facility as one idea. Judge Thompson thought funding may be available through USDA Rural Development for incubator systems; Jessica will research this.

Jessica also reported on attending the SolarNow! training and is working on the options Sherman County could offer as incentives for residents and businesses to invest in solar. She will attend the Oregon Connections telecommunication conference on October 21 and 22. The Sherman County Museum will be involved in promoting arts and culture in the Gorge area, which ties in with the Gorge Arts and Culture Alliance. The Gorge Technology Alliance presented Sherman County a certificate for being a Silicon Sponsor and inquired as to what they can do for the county. Their next meeting is scheduled for October 26. Jessica advised Sherman County's current unemployment rate is at 8.5%.

2.1 RESIDENT INCENTIVE PROGRAM – 2010 DISTRIBUTION:

It was reported the county has 723 eligible applicants with a budget of \$494,000. After discussion, the Court recommended the same amount distributed as in 2009.

Motion by Commissioner Burnet second by Commissioner Smith approve the 2010 Resident Incentive Program distribution in the amount of \$590 for eligible residents. Motion carried.

2.2 RESIDENT INCENTIVE PROGRAM APPEAL:

A letter was received from a former resident who had applied for the program, but moved out of the county during the summer. The Court discussed this issue, with the consensus being the intent of this program is to benefit residents of Sherman County. Incentive checks mailed to Sherman County addresses will not be forwarded outside of the county.

Motion by Commissioner Burnet second by Commissioner Smith to deny the appeal by a former resident for the 2010 Resident Incentive Program. Motion carried.

2.3 AUTHORIZE TREE TRIMMING AND REMOVAL – SENIOR CENTER:

Motion by Commissioner Smith second by Commissioner Burnet to approve tree trimming and removal at the Senior & Community Center by R&C Tree Service in the amount of \$4,500. Motion carried.

2.4 DEMOLITION REQUEST – CITY OF MORO:

Motion by Commissioner Burnet and second by Commissioner Smith to approve the request by the City of Moro demolish the old Fritts Insurance building to allow for construction of a new city hall. Motion carried.

2.5 BUDGET TRANSFER AND PAYMENT AUTHORIZATION:

Motion by Commissioner Smith and second by Commissioner Burnet to approve the recommended budget transfers. Motion carried.

2.6 WIFI PROJECT DESIGN PROPOSAL –INVICTUS NETWORKS, LLC:

An estimate for hardware only in the amount of \$16,130 was received. Commissioner Smith will visit with Day Wireless for additional information, including the possibility of whether they could provide the labor for this project.

2.7 OFFICE LEASE AGREEMENT – COMMISSION ON CHILDREN & FAMILIES/TRIPLE C ENTERPRISES:

Motion by Commissioner Burnet second by Commissioner Smith to approve the Lease Agreement for Office Space between Dale Coles dba Triple C Enterprises and Sherman County Commission on Children and Families. Motion carried.

2.8 BOARD OF PROPERTY TAX APPEALS APPOINTMENT TO CHAIRPERSON'S POOL, JUDGE THOMPSON:

Motion by Commissioner Burnet and second by Commissioner Smith appoint Gary Thompson to the 2010 BOPTA chairperson's pool. Motion carried.

3.1 ADDITIONAL TREE TRIMMING AT SENIOR CENTER:

R&C Tree Service recommended trimming out all dead limbs from the elm trees to prevent Dutch Elm disease. The Court may consider addressing this in the spring.

3.2 COMMISSIONER REPORTS:

Judge Thompson reported securing a \$15,000 donation from Iberdrola as a contribution to the NACO conference to be held in 2011 at Portland. He is also working on obtaining \$5,000 from Portland General Electric and a possible donation from Energy Trust of Oregon. The Court is planning for the product tasting event at the AOC fall conference and Gilliam County will be contacted.

Commissioner Smith advised Mid-Columbia Center for Living met with La Clinica with regard to merging services. La Clinica has agreed to changing their name as the clinic provides services to the general population, not only those of Hispanic origin. The two entities plan to join together and purchase a joint facility to be used by all members of the public.

Judge Thompson, along with Sandy Macnab, Steve Petrie and Lowell Fausett toured the Blazer Industries facility where modular buildings are constructed. A modular structure is a possible option for the new Extension/Experiment Station facility. The group visited a 9,000 square foot building. The price per square foot of modular will need to be compared with the cost of a stick built facility.


4.0 CONSENT AGENDA: MINUTES OF OCTOBER 6, 2010; REVENUE/EXPENDITURE SUMMARY FOR SEPTEMBER; TREASURER'S REPORT FOR SEPTEMBER:

Motion by Commissioner Smith and second by Commissioner Burnet to approve the consent agenda as presented. Motion carried.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED.


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COMMISSIONER

COMMISSIONER