



Court Agenda

November 9, 2011

**Staff Meeting – 8:30 a.m.
Gorge Security Shred**

Additions to Agenda:

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Brad Lohrey – Sheriff – Vehicle Purchase Proposal
- 1.2** 10:00 a.m. Georgia Macnab, Dave Peters – Planning/Columbia Cascade Housing – Regional Home Repair Program
- 1.3** 10:30 am. Ron McDermid – Facilities Committee – Renovation Project Update; Phone & Data Project Update
- 1.4** 11:00 a.m. John Arens, Bill Fashing – Mid-Columbia Council of Governments – Northern Oregon Wind Consortium
- 1.5** 1:30 p.m. David Hudson – Hudson & Bocanegra LLC – Quality Rental Homes
- 1.6** 2:00 p.m. Executive Session in Accordance with ORS 190.660 (2) (e) & (i) - Property and Personnel

2.0 Action Items:

- 2.1 City of Moro Loan Proposal
- 2.2 Biggs Service District Audit
- 2.3 Biggs Service District Auditor Recommendation
- 2.4 Bid Opening – 1990 Dodge Pickup
- 2.5 County Loan Policy to Public Bodies Within Sherman County
- 2.6 Budget Transfers & Payment Authorization
- 2.7 Resident Incentive Program – Determine Compensation Amount
- 2.8 Appointment – Sherman County Board of Property Tax Appeals

3.0 Discussion Items:

- 3.1 Community Health Assessment – North Central Public Health District
- 3.2 Housing Rehab Program – Update
- 3.3 John Day River Territory – Logo & Brochure Development
- 3.4 American Recovery & Reinvestment Act Grant Update
- 3.5 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of October 19, 2011
- 4.2 Treasurer's Report – October
- 4.3 Revenue/Expenditure Summary - October
- 4.4 Claims – October

5.0 Future Agenda Items:

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



SHERMAN COUNTY COURT
REGULAR SESSION
Sherman County Circuit Courtroom

MINUTES

November 9, 2011 9:25am

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

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Burnet, second by Commissioner Smith to approve the purchase of a 2011 Crown Victoria Police Interceptor from Columbia Ford in the amount of \$24,337. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to accept policies and procedures in the Mid-Columbia Regional Home Repair Program. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet authorize Judge Thompson to sign and amend the ARRA grant numbers as presented. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve replacement of a server, included upgraded memory and redundant power supply for an amount not to exceed \$3,000. Motion carried

Motion by Commissioner Burnet, second by Commissioner Smith to approve expenditure of up to \$3,000 for replacement of carpet and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to go into executive session in accordance with ORS 190.660 (2) (e) property at 11:17am. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith for Sherman County to contribute \$5,000 to the NOWC (Northern Oregon Wind Consortium) with funding from the Renewable Energy funding line item. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve a request from the City of Moro to decrease the interest rate on a \$150,000 loan from 3.5% to 1.5% with the understanding the loan principal and accrued interest will be paid in full by December 31, 2011. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to accept a bid from Lee Hughes in the amount of \$500 for a 1990 Dodge 4x4 pickup VIN 1B7KM26ZXLS711406. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to adopt the County Loan Policy to Public Bodies Within Sherman County as amended. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to authorize Budget Transfers and Payment Authorizations as requested by the Finance Director. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to approve the distribution of \$590 to eligible applicants for the 2011 Resident Incentive Program. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve the appointment of Barbara Bish and Forest Peters with Jeanne Kuettel as alternate from the Non-Office Holding Pool and Gary Thompson with Mike Smith as alternate from the Office Holding Pool to the 2011-2012 Board of Property Tax Appeals. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve the minutes of October 19, October Revenue/Expenditure Summary and October Treasurer's Report as presented. Motion carried.

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

Motion by Commissioner Smith, second by Commissioner Burnet at 2:23pm to go into Executive Session in accordance with ORS 190.660 (2) (e) & (i) Property and Personnel. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet at 3:13pm to adjourn from Executive Session.

1.0 APPOINTMENT SCHEDULE:

1.1 BRAD LOHREY – SHERIFF – VEHICLE PURCHASE PROPOSAL:

Sheriff Lohrey reported the new models of Crown Victoria patrol cars are sized differently and are incompatible with the sheriff's patrol cars. He located a 2011 Crown Vic Police Interceptor in Washington for \$24,000. This is a savings of approximately \$6,000 by purchasing and storing it until needed, most likely next spring or summer. Brad stated he couldn't get three bids because the cars aren't made any longer. This was a State of Washington bid price and there were none in Oregon to bid on.

Motion by Commissioner Burnet, second by Commissioner Smith to approve the purchase of a 2011 Crown Victoria Police Interceptor from Columbia Ford in the amount of \$24,337. Motion carried.

The sheriff also left information with the Court regarding an identification machine product that can be used for making employee photo ID and at a cost of approximately \$3,000.

1.2 GEORGIA MACNAB, DAVE PETERS – PLANNING/COLUMBIA CASCADE HOUSING – REGIONAL HOME REPAIR PROGRAM:

Planning Director Georgia Macnab and Dave Peters of Columbia Cascade Housing met with the Court to discuss steps for the Regional Home Repair Program. They presented a revised policy and procedure manual, which has no bearing on the new grant. Funding will be prioritized by the county where the money was paid from. There will be \$48,000 available for loans within Sherman County.

Motion by Commissioner Smith, second by Commissioner Burnet to accept policies and procedures in the Mid-Columbia Regional Home Repair Program. Motion carried.

1.3 RON MCDERMID – FACILITIES COMMITTEE – RENOVATION PROJECT UPDATE; PHONE & DATA PROJECT UPDATE:

Debbie Hayden was also present. December 7 is the date scheduled for cutover to the new phone system. All entities are coordinating on the project. ASET will install a fiber optic line from the courthouse to the road department shop the end of November. The morning of the cutover CenturyLink will be training employees at the courthouse and satellite offices. They will also be onsite the following day for follow up.

Ron McDermid said the new data infrastructure is fairly simple and they're not trying to make many changes at this point. According to Don Thompson of Microsphere, the estimated cost is under \$5,000. Ron reported he spoke with ESD and they will work with Microsphere on the transition. Melva said the server is becoming noisy and needs to be replaced. She has ordered a battery backup. The new hub and switch are budgeted items.

Motion by Commissioner Smith, second by Commissioner Burnet to approve replacement of a server, included upgraded memory and the purchase of a redundant power supply for an amount not to exceed \$3,000. Motion carried.

Ron reported two areas of carpeting incurred damage during the renovation project and another area on the front entry is worn. He asked the Court to consider authorizing repairs at some point in time; an estimate had been received.

Motion by Commissioner Burnet, second by Commissioner Smith to approve expenditure of up to \$3,000 for replacement of carpet and authorize Judge Thompson to sign. Motion carried.

3.4 AMERICAN RECOVERY & REINVESTMENT ACT GRANT UPDATE:

Debbie Hayden and Ron McDermid were also present. A worksheet was reviewed that itemized the courthouse renovation ARRA project, ARRA grant and windows/generator expenses, which is nearly at the project close out stage. There is a possibility of a substantial reimbursement from ARRA, in the range of \$88,000. Debbie has submitted the amended budget and Ron is working on equipment changes. There are a number of change forms requiring approval.

Motion by Commissioner Smith, second by Commissioner Burnet authorize Judge Thompson to sign and amend the ARRA grant numbers as presented. Motion carried.

Judge Thompson thanked Debbie for stepping up and helping out with the treasurer's position. Debbie is in the process of developing a schedule for those office duties.

1.4 JOHN ARENS, BILL FASHING – MID-COLUMBIA COUNCIL OF GOVERNMENTS – NORTHERN OREGON WIND CONSORTIUM:

John Arens and Bill Fashing of MCCOG met with the court to discuss the Northern Oregon Wind Consortium (NOW), a proposed five county renewable energy project including Hood River, Wasco, Gilliam, Morrow and Wheeler counties. Each county is being asked to contribute financial support in the amount of \$5,000 toward the funding of feasibility studies, permitting, etc. MCCOG is in the process of developing a prospectus, funding model, and other project documents. Potential sites have been identified in Deschutes, Wasco and Sherman counties. Judge Thompson said he would like to some time to discuss further in open court before going into executive session.

Motion by Commissioner Burnet, second by Commissioner Smith to go into executive session in accordance with ORS 190.660 (2) (e) property at 11:17am. Motion carried.

Executive session was adjourned at 11:58am and regular session resumed.

Motion by Commissioner Burnet, second by Commissioner Smith for Sherman County to contribute \$5,000 to the NOWC (Northern Oregon Wind Consortium) with funding from the Renewable Energy funding line item. Motion carried.

1.5 DAVID HUDSON – HUDSON & BOCANEGRA LLC – QUALITY RENTAL HOMES:

The court met with David Hudson of Hudson & Bocanegra LLC to learn about his home rental business in Condon. The company's approach has been to purchase older homes, renovate, rent and then maintain the structure. They are interested providing rentals to those in the local workforce and also vacation rentals, while working closely with local employers in an effort to provide rentals to employees experiencing difficulty finding housing. The court indicated their support of his proposal to explore options for a similar project in Sherman County.

2.0 ACTION ITEMS:

2.1 CITY OF MORO LOAN PROPOSAL:

A request was received from the City of Moro asking to decrease the interest rate on the \$150,000.00 loan from 3.5% to 1.5% if the entire amount was repaid in December 2011. The original intent of the loan was for the construction of a new city hall across from the Post Office.

Motion by Commissioner Smith, second by Commissioner Burnet to approve a request from the City of Moro to decrease the interest rate on a \$150,000 loan from 3.5% to 1.5% with the understanding the loan principal and accrued interest will be paid in full by December 31, 2011. Motion carried.

2.2 BIGGS SERVICE DISTRICT AUDIT:

It was decided to review this item and discuss at the December court meeting.

2.3 BIGGS SERVICE DISTRICT AUDITOR RECOMMENDATION:

This item was also tabled until the December court meeting.

2.4 BID OPENING – 1990 DODGE PICKUP:

Bids were received from the following: DeGrange Construction \$200; Lee Hughes \$500.

Motion by Commissioner Burnet, second by Commissioner Smith to accept a bid from Lee Hughes in the amount of \$500 for a 1990 Dodge 4x4 pickup VIN 1B7KM26ZMLS711406. Motion carried.

2.5 COUNTY LOAN POLICY TO PUBLIC BODIES WITHIN SHERMAN COUNTY:

The court reviewed this policy, making one slight change.

Motion by Commissioner Smith, second by Commissioner Burnet to adopt the County Loan Policy to Public Bodies Within Sherman County as amended. Motion carried.

This policy will be announced at a future CityCounty Collaboration meeting and may be posted on the county website.

2.6 BUDGET TRANSFERS & PAYMENT AUTHORIZATION:

Motion by Commissioner Smith, second by Commissioner Burnet to authorize Budget Transfers and Payment Authorizations as requested by the Finance Director. Motion carried.

2.7 RESIDENT INCENTIVE PROGRAM – DETERMINE COMPENSATION AMOUNT:

Motion by Commissioner Burnet, second by Commissioner Smith to approve the distribution of \$590 to eligible applicants for the 2011 Resident Incentive Program. Motion carried.

2.8 APPOINTMENT – SHERMAN COUNTY BOARD OF PROPERTY TAX APPEALS:

Motion by Commissioner Smith, second by Commissioner Burnet to approve the appointment of Barbara Bish and Forest Peters with Jeanne Kuettel as alternate from the Non-Office Holding Pool and Gary Thompson with Mike Smith as alternate from the Office Holding Pool to the 2011-2012 Board of Property Tax Appeals. Motion carried.

3.0 DISCUSSION ITEMS:

3.1 COMMUNITY HEALTH ASSESSMENT – NORTH CENTRAL PUBLIC HEALTH DISTRICT:

Correspondence was received and reviewed pertaining to the results of the Community Health Assessment interview process conducted last spring by the North Central Public Health District.

3.2 HOUSING REHAB PROGRAM – UPDATE

The court received a balance sheet and heard a report from Melva advising the program is running smoothly.

3.3 JOHN DAY RIVER TERRITORY – LOGO & BROCHURE DEVELOPMENT:

Melva debriefed the court on the development of the logo and brochure advertising this region.

3.5 COMMISSIONER REPORTS:

Judge Thompson said an offer was made to the school district superintendent that the county may consider covering the cost for the American Government Class to attend an all day leadership conference December 12 in Portland. This was supported by court members.

4.0 CONSENT AGENDA:

4.1 MINUTES OF OCTOBER 19, 2011

4.2 TREASURER'S REPORT – OCTOBER

4.3 REVENUE/EXPENDITURE SUMMARY - OCTOBER

Motion by Commissioner Smith, second by Commissioner Burnet to approve the minutes of October 19, October Revenue/Expenditure Summary and October Treasurer's Report as presented. Motion carried.

4.2 CLAIMS – OCTOBER:

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

1.6 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 190.660 (2) (e) & (i) – Property & Personnel:

Motion by Commissioner Smith, second by Commissioner Burnet at 2:23pm to go into Executive Session in accordance with ORS 190.660 (2) (e) & (i) Property and Personnel. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet at 3:13pm to adjourn from Executive Session.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED at 3:13pm.


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COMMISSIONER


COMMISSIONER