



Court Agenda

December 21, 2011

**8:30 am – Staff Meeting
Presentation by Mary Gale
Tobacco & other Chronic Disease Prevention in the Workplace**

Additions to Agenda:

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Ron McDermid – Facilities Committee – Courthouse Renovation Project Update; Data Cutover Update
- 1.2** 10:00 a.m. Cliff Jett, Jaclyn McCurdy – City of Rufus – Biggs Service District Administration
- 1.3** 10:30 a.m. Mark Coles – Road Department – Surplus Loader
- 1.4** 11:00 a.m. Ted Sabey – Fair Board – Use of Funds
- 1.5** 2:00 p.m. Rand Rietmann – SAIF Representative: Award Presentation

2.0 Action Items:

- 2.1 OSU Lease Agreement
- 2.2 Resident Incentive Program – Appeal
- 2.3 Amendment Number 1 to ODOT Grant Agreement No. 27611 for Sherman County
Community Transit Special Transportation Operating Funding
- 2.4 Approval of Transfers and Payments from SIP Funds

3.0 Discussion Items:

- 3.1 ODOT Opportunity Grant for Truck Parking – Application
- 3.2 Oregon Governor's Film Advocate Award
- 3.3 Agricultural Commodity Sales for 2011 – Sherman County
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of December 7, 2011
- 4.2 Revenue/Expenditure Summary – November
- 4.3 Treasurer's Report – November

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

December 21, 2011 9:30am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners;
Ron McDermid; Jenine McDermid, County Clerk.

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Smith, second by Commissioner Burnet to pursue options 1 and 2 for electricity issues and an additional option for a flag lighting system with a total not to exceed \$1,500. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith to declare surplus a 955 loader, serial number 85J8083 and advertise for a minimum bid of \$4,000. Motion carried.

Motion by Commissioner Burnet, second by Judge Thompson to deny the resident incentive appeal received from Robert Day. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to approve Amendment No. 1 ODOT Agreement No. 27611 and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to authorize the transfer of funds based on the document received from the county finance director dated December 21, 2011 with a total expenditure from SIP Community Service Fees in the amount of \$1,500,000 and total expenditures from SIP Additional Funds in the amount of \$3,762,454. Motion carried.

Consensus to pursue the ODOT Opportunity Grant for a proposed truck parking facility at Biggs Junction.

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

1.0 APPOINTMENT SCHEDULE:

Addition to agenda: 1:00pm Georgia Macnab, Community Development Director – Land Transfer at Experiment Station for Building Site.

1.1 RON MCDERMID – FACILITIES COMMITTEE – COURTHOUSE RENOVATION PROJECT UPDATE: DATA CUTOVER UPDATE:

The cutover to the new phone system occurred the previous week. With regard to the data cutover, they are still learning about the amount of space needed on the racks. ASET is handling the rack needs by department. The earliest possible cutover date would be January 19, but that may slide. ESD, Microsphere, DayWireless, CenturyLink and ASET are all involved and will be needed on-site the day of cutover. There was discussion on the method of extending phone service to the new extension/experiment facility.

The Court had previously approved carpet repairs, but it was learned patching may be an option. Installing a runner to prevent a wear pattern was also discussed.

Ron reported at a recent court security meeting surveillance monitors were discussed. Rather than issue a change order during the courthouse renovation project, at that time it was decided to schedule this for a later date. Hire Electric submitted an estimate of \$917 for installing power within 1-2' of monitor locations (option 1). An estimate to install proper lighting at the courthouse lampposts and front courthouse light was received at \$151 (option 2). A third issue was raised, with that being flag pole lighting which has been unreliable. This could be included with the other two jobs.

Motion by Commissioner Smith, second by Commissioner Burnet to pursue options 1 and 2 for electricity issues and an additional option for a flag lighting system with a total not to exceed \$1,500. Motion carried.

The ARRA grant should be finalized soon. The courthouse renovation project was approximately \$875,000 and after the grant is closed out the county will have received grant funding just under \$600,000 for a total county out-of-pocket cost of approximately \$275,000 or about 1/3 of the total project cost. Approximately \$546,000 of the ARRA reimbursement has been received to date. Demolition of wiring and patching is forthcoming and in early 2012 there will be discussion about moving the video surveillance equipment, enhancing security within the courthouse.

1.2 CLIFF JETT, JACLYN MCCURDY – CITY OF RUFUS – BIGGS SERVICE DISTRICT ADMINISTRATION:

Judge Thompson will contact legal counsel regarding hiring requirements for this part-time position. Other discussion included possible cost savings from updating outside lighting and preparation for a January meeting at Portland pertaining to a proposed renewable energy interpretive center to be located at Rufus.

1.3 MARK COLES – ROAD DEPARTMENT – SURPLUS LOADER:

Mark shared with the Court a diagram of a modern loader after a visit to Eugene. A price estimate will follow.

It was reported the county's old loader weighs 36,000 pounds and Mark would like to surplus it. This will be advertised for sale and if no bids are received the county can sell as scrap metal.

Motion by Commissioner Burnet, second by Commissioner Smith to declare surplus a 955 loader, serial number 85J8083 and advertise for a minimum bid of \$4,000. Motion carried.

As suggested Mark reported on his visit with the Hood River county administrator who did not foresee an issue with a retired employee working part-time. Also, the department is in the process of making 2013 oil rock.

1.4 TED SABEY – FAIR BOARD – USE OF FUNDS:

The court was asked about county policy concerning spouses who must bear half the cost of going to conventions. Ted reported these spouses work during the fair and the fair board considers attendance at the annual fair convention their compensation for helping out with the fair. At the convention spouses also attend seminars so that all information available can be shared. Commissioner Burnet explained this directive has been received from county auditors. Judge Thompson will check into this further.

Ted also reported the fair board may reduce the number of members to five and have people serving in advisory positions. According to statute no action is required by the court.

The board has received requests to sell the old Ford tractor, which the board does not use. The board can declare surplus, advertise for a minimum bid and sell it themselves.

Use of fair funding was discussed. Judge Thompson will clarify definition and applicable uses of lottery dollars.

1.6 GEORGIA MACNAB – COUNTY PLANNING DIRECTOR – LAND TRANSFER AT EXPERIMENT STATION:

Commissioner Burnet reported OSU would rather discuss an ownership transfer than enter into a 99 year lease at the experiment station site. According to Georgia this requires an application for partition and a survey. A survey has been completed, but it should be filed with the county. A conditional use permit is not required. The site is on city water and sewer. Georgia said this can be handled administratively with no hearing needed.

There was also discussion of obtaining a park grant with the Oregon Raceway Park transferring to the county a parcel of land for an RV park for a county-owned race track

with a lease back to ORP. RV spaces would be open to the public, as well as race participants. Another possibility is construction of an emergency services building at the site. Georgia said both uses would fall under the partition process. Judge Thompson will be meeting with Wasco Electric in January regarding options for improving the electrical service at the racetrack facility, including three phase power.

2.1 OSU LEASE AGREEMENT:

No action was taken as Oregon State University does not want to enter into a 99-year lease with the county. Additional discussion was scheduled for 1:00pm with Georgia Macnab, county planner.

2.2 RESIDENT INCENTIVE PROGRAM – APPEAL:

Correspondence was received from Robert Day whose 2011 resident incentive application was not received by the county.

Motion by Commissioner Burnet, second by Judge Thompson to deny the resident incentive appeal received from Robert Day. Motion carried.

2.3 AMENDMENT NUMBER 1 TO ODOT GRANT AGREEMENT NO. 27611 FOR SHERMAN COUNTY COMMUNITY TRANSIT SPECIAL TRANSPORTATION OPERATING FUNDING:

Motion by Commissioner Smith, second by Commissioner Burnet to approve Amendment No. 1 ODOT Agreement No. 27611 and authorize Judge Thompson to sign. Motion carried.

2.4 APPROVAL OF TRANSFERS AND PAYMENTS FROM SIP FUNDS:

Motion by Commissioner Smith, second by Commissioner Burnet to authorize the transfer of funds based on the document received from the county finance director dated December 21, 2011 with a total expenditure from SIP Community Service Fees in the amount of \$1,500,000 and total expenditures from SIP Additional Funds in the amount of \$3,762,454. Motion carried.

3.1 ODOT OPPORTUNITY GRANT FOR TRUCK PARKING – APPLICATION:

With the court's approval, Judge Thompson asked to apply for grant funding toward a proposed truck facility at Biggs Junction that would include parking spaces with electrical hookups allowing trucks to not sit idling during their stay. The location is just west of Welk Road on Tsubota's property. If the grant is received, a private facility would manage the facility.

Consensus to pursue the ODOT Opportunity Grant for a proposed truck parking facility at Biggs Junction.

3.2 OREGON GOVERNOR'S FILM ADVOCATE AWARD:

Judge Thompson reported the county received the Oregon Governor's Film Advocate Award at a ceremony held in Portland. Sherman County was considered due to the number of commercials filmed here and recognized efforts by county departments including emergency services, sheriff and road.

3.3 AGRICULTURAL COMMODITY SALES FOR 2011 – SHERMAN COUNTY:

A chart prepared by Sandy Macnab was reviewed.

3.4 COMMISSIONER REPORTS:

Judge Thompson learned LePage Park will remain open another year or two, while Phillipi will be closed permanently. Greg Walden is scheduled for a visit on December 28 at Frosty's in Rufus. The RV Park restroom/shower facility project is not yet complete; they are waiting for the walls to be delivered. Judge Thompson will be meeting with Jeff Davis of Wasco Electric and county counsel to discuss electrical issues at Oregon Raceway Park. In January he will be meeting with Jeff Davis to identify their power poles and lines by GPS, which can be integrated with the county road records.

Court members discussed the Meals on Wheels program. It was reported Hood River County feels they should be receiving a larger share of funding, while other meal sites do not agree with this position. All counties have two commissioners on this board.

Commissioner Burnet reported on a roofing issue at the new extension office building and there may be a need for additional funding. There are probably savings in the project budget that could pay for about half of the additional expense, with about another \$15,000 to \$20,000 needed toward a steel roof. Other than that the project is moving forward as planned. The court also discussed the treasurer position and the possible need for an assistant. It was learned the treasurer feels she will be able to return to work after the first of the year.

4.0 CONSENT AGENDA:

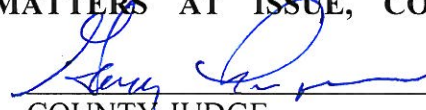
4.1 MINUTES OF DECEMBER 7, 2011

4.2 REVENUE/EXPENDITURE SUMMARY – NOVEMBER

4.3 TREASURER'S REPORT - NOVEMBER

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

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS
ADJOURNED at 2:04pm.


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COMMISSIONER


COMMISSIONER