



## Court Agenda

**February 2, 2011**

**9:00 a.m.**

### **1.0 Appointment Schedule:**

- 1.1** 9:00 a.m. Shawn Payne – Emergency Services – Ambulance Service Area Plan: Proposed Update; Sherman County Ambulance Service Bylaws Update; Appointment: Sherman County Ambulance Board
- 1.2** 10:00 a.m. Ron McDermid – Facilities Committee – Courthouse Improvement: Project Update
- 1.3** 1:00 p.m. Executive Session in Accordance with ORS 192.660 (2) (e) Property & ORS 192.660 (2) (i) Personnel – County Counsel Will Carey Present

### **Additions to Agenda:**

## 2.0 Action Items:

- 2.1 Declare as Surplus Property – 2002 Subaru Impreza
- 2.2 Appointment: Weed Advisory Board – Trevor Fields
- 2.3 Intergovernmental Agreement between Wasco County & Sherman County for G.I.S. Services
- 2.4 Funding Request – National Association of Counties Annual Conference
- 2.5 Appointment – Wheeler County Judge Jeanne Burch to Serve as Sherman County Juvenile Judge Pro Tem for calendar year 2011
- 2.6 Vendor Proposal – Deferred Compensation Plan
- 2.7 Letter of Resignation – Jodi Whitley: Senior Center Head Cook

### 3.0 Discussion Items:

- 3.1 Interview Team – Senior Center Head Cook Position
- 3.2 Thank You Card – Julia Payne Family
- 3.3 Appointment Judge Thompson Pro-tem Juvenile Judge for Gilliam County
- 3.4 Domestic Violence Training Report
- 3.5 Exceptional Food Safety Recognition Program
- 3.6 Housing Rehab Program Update
- 3.7 Commissioner Reports

#### **4.0 Consent Agenda:**

- 4.1 Minutes of January 19, 2010  
4.2 Claims – January

## 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

February 2, 2011 9:05am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners; Will Carey, Legal Counsel; Melva Thomas, Court Administrative Assistant; Jenine McDermid, County Clerk. Visitors: Lynn Fluhr, Loren Renhard, Chris Hendrix, Travis Coyle, Bob Stone, Shawn Payne, Jim Payne, Carl Langston, Neil Pattee, Ree Ella von Borstel, Rita Wilson.

**SUMMARY OF ACTIONS TAKEN**

**Motion** by Commissioner Smith and second by Commissioner Burnet to approve the Sherman County Ambulance Service Bylaws as amended and authorize Judge Thompson to sign. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith to appoint Sherman County Ambulance Board Members for 2011-13 as recommended: Wes Hubbard, Tanya Barrett, Bob Stone, Joe Belshe, Bob Harmon, Shawn Payne. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet at 11:47pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) (i). Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith at 1:00pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (i). Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith to declare the 2002 Subaru Impreza surplus property. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet appoint Trevor Fields to the Sherman County Weed Advisory board for a three year term. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet approve the Intergovernmental Agreement between Wasco County and Sherman County For G.I.S. Services effective July 1, 2010 and terminating June 30, 2011. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet contribute \$2,000 to the 2011 National Association of Counties (NACo) conference to be held at Portland. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith appoint Wheeler County Judge Jeanne Burch to serve as Sherman County Juvenile Judge Pro Tem for calendar year 2011 and authorize Judge Thompson to sign. Motion carried.

**Consensus** not to approve First Investors Corporation as a deferred compensation plan vendor.

**Motion** by Commissioner Smith and second by Commissioner Burnet to accept a letter of resignation from Jodi Whitley as Sherman County Senior & Community Center Kitchen Manager. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet approve a \$50.00 donation to an organization of the family's choice in memory of Coos County Commissioner Andrew Jackson. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet to approve the January 19, 2011 minutes as presented. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith to approve the January claims. Motion carried.

**1.1 EMERGENCY SERVICES - SHERMAN COUNTY AMBULANCE SERVICE  
BYLAWS UPDATE; APPOINTMENT: SHERMAN COUNTY AMBULANCE  
BOARD; AMBULANCE SERVICE AREA PLAN: PROPOSED UPDATE –  
SHAWN PAYNE**

Emergency Services Director Shawn Payne began by reviewing with the Court changes to the Sherman County Ambulance Service Bylaws, which had been reviewed by county legal counsel. Additionally, a letter was submitted by the Sherman County Ambulance Board advising the board had approved and adopted the revised bylaws at their meeting on January 18, 2011. The ambulance board also requested the Court approve and adopt the bylaws as amended. Shawn Payne stated her role on the board as secretary/treasurer is a non-voting position. After discussion, the Court and legal counsel recommended a few modifications to the updated bylaws. Shawn agreed to make the changes and return to the Court for signatures.

**Motion by Commissioner Smith and second by Commissioner Burnet to approve the Sherman County Ambulance Service Bylaws as amended and authorize Judge Thompson to sign. Motion carried.**

**Motion by Commissioner Burnet and second by Commissioner Smith to appoint Sherman County Ambulance Board Members for 2011-13 as recommended: Wes Hubbard, Tanya Barrett, Bob Stone, Joe Belshe, Bob Harmon, Shawn Payne. Motion carried.**

A final draft of the amended Sherman County Ambulance Service Area (ASA) Plan was discussed. Shawn Payne explained changes in the plan, which was reviewed by State of Oregon personnel. Judge Thompson asked if personnel were required to be residents of the county. Shawn stated this isn't mentioned specifically, but response times are addressed in the document. Will Carey recommended changes in state statute references which had been renumbered since the original plan was adopted in 1991.

Ree Ella von Borstel addressed the Court stated she had been with the Sherman County Ambulance for 25 years and having an ambulance located in Grass Valley would be helpful as approximately 16% of ambulance calls occur in the area from Milepost 25 south.

South Sherman Fire Chief Lynn Fluhr introduced department members Loren Renhard, Chris Hendrix and Travis Coyle. Lynn Fluhr and Loren Renhard presented an overview of the South Sherman Fire & Rescue Ambulance Service. South Sherman Fire & Rescue would like to be the primary ambulance provider for their fire district and be assigned a new ASA for their district. South Sherman plans to provide this service by an on-call schedule of EMT's and first responders that live within the district. They also requested a mutual aid agreement with Sherman County Ambulance to ensure that all calls for service are answered.

During their presentation, it was said the racetrack pays for emergency services personnel during races, a majority of which are on the weekends. Paramedics come from outside of the county, while the basics live in-county. It was stated they would be available to respond to a weekend emergency, but not during a race. Travis said they would like to be part of providing better services for the community and don't see any negatives with a mutual aid agreement and would like to see the departments work together. Commissioner Smith asked how this would affect Sherman County Ambulance financially. Shawn said this would be a reduction of approximately \$14,000 based on a five-year average of 17% of department revenue.

Commissioner Burnet said he would like to hear from South Sherman Fire's board members to learn about their position regarding this subject. He asked if two ambulances could work within the same ASA; Shawn advised only one provider can be assigned to an ASA. Sherman County Ambulance volunteer Bob Stone added at a recent board meeting a mutual aid agreement was proposed by South Sherman and his recommendation was not to enter into an agreement as his primary concern was having an adequate list of responders from South Sherman.

Court members agreed it would be best if both entities could find new ways to work together. It was decided to form an advisory board. Each department will forward names of interested parties to the county court, with board members being appointed at the March 16 court meeting. The advisory board will have 90 days to report back to the county court with recommendations. This will be added to the county court agenda for the third Wednesday in June. Shawn Payne will be involved in scheduling and communicating board meeting dates to members.

## **1.2 FACILITIES COMMITTEE – COURTHOUSE IMPROVEMENT: PROJECT UPDATE – RON MCDERMID:**

The plan review is underway at Mid-Columbia Building Codes. Architect Daryl Sieker is working with SHPO and submitted an articulate response to their questions, while Ron and Lee Langston took pictures from the courthouse roof. SHPO is requiring as much ceiling space as possible, although most of the ceilings in the courthouse have been lowered over the years.

Ron also reported he and Debbie Hayden met with Amanda Hoey and Scott Turnoy from Mid-Columbia Economic Development District (MCEDD) with regard to reporting project cost data. They agreed it would be beneficial to involve MCEDD with the project as Amanda has experience with similar projects; this would not incur any additional expense. A letter will be sent by Amanda outlining their project involvement.

Will Carey agreed to review the construction documents. Bid ads will be out February 14<sup>th</sup>; bid plans will be available on February 22<sup>nd</sup> at selected plan centers and the courthouse; a pre-bid plan conference is scheduled for February 25<sup>th</sup> and bidders will be strongly advised to attend; bids will be received by March 22<sup>nd</sup> with the winning bid being awarded within 30 days thereafter. Substantial project completion is expected by



September 7, with total project completion by October 7, 2011. The successful bidder will be expected to attend a preconstruction conference and weekly status meetings during construction. City/County Insurance Services will need to see the contractor's insurance policy, according to Will Carey. He also advised the bid criteria is the lowest, responsible bid – not simply the lowest bid.

**Motion by Commissioner Smith second by Commissioner Burnet at 11:47pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) (i). Motion carried.**

The Court returned to regular session at 12:10pm and adjourned for lunch.

**Motion by Commissioner Burnet and second by Commissioner Smith at 1:00pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (i). Motion carried.**

The Court returned to regular session at 1:53pm.

Rod Asher reported he had met with architects regarding the new extension office. He said Steve Petrie of OSU has \$22,500 of funding available for a new chemical shed at the Experiment Station location which must be spent by June 30. The idea is to enlarge the plan so that Rod can share the facility to include storage for grounds maintenance equipment and other needs, as well as chemicals. After discussion, the Court recommended moving ahead with this process. Rod will contact Steve Petrie.

## **2.0 ACTION ITEMS:**

### **2.1 DECLARE AS SURPLUS PROPERTY – 200S SUBARU IMPREZA:**

**Motion by Commissioner Burnet and second by Commissioner Smith to declare the 2002 Subaru Impreza surplus property. Motion carried.** Melva Thomas will advertise the car, with sealed bids to be opened at a later date.

### **2.2 APPOINTMENT: WEED ADVISORY BOARD – TREVOR FIELDS**

**Motion by Commissioner Smith and second by Commissioner Burnet appoint Trevor Fields to the Sherman County Weed Advisory board for a three year term, pending receipt of paperwork and completion of background check. Motion carried.**

## **2.3 INTERGOVERNMENTAL AGREEMENT BETWEEN WASCO COUNTY & SHERMAN COUNTY FOR G.I.S. SERVICES:**

**Motion** by Commissioner Smith and second by Commissioner Burnet approve the Intergovernmental Agreement between Wasco County and Sherman County For G.I.S. Services effective July 1, 2010 and terminating June 30, 2011. Motion carried.

## **2.4 FUNDING REQUEST – NATIONAL ASSOCIATION OF COUNTIES ANNUAL CONFERENCE:**

Correspondence was received from the Association of Oregon Counties (AOC) seeking funding assistance with the upcoming 2011 NACo annual conference at Multnomah County in July.

**Motion** by Commissioner Smith second by Commissioner Burnet contribute \$2,000 to the 2011 National Association of Counties (NACo) conference to be held at Portland. Motion carried.

## **2.5 APPOINTMENT – WHEELER COUNTY JUDGE JEANNE BURCH TO SERVE AS SHERMAN COUNTY JUVENILE JUDGE PRO TEM FOR CALENDAR YEAR 2011:**

**Motion** by Commissioner Burnet and second by Commissioner Smith appoint Wheeler County Judge Jeanne Burch to serve as Sherman County Juvenile Judge Pro Tem for calendar year 2011 and authorize Judge Thompson to sign. Motion carried.

## **2.6 VENDOR PROPOSAL – DEFERRED COMPENSATION PLAN**

**Consensus** not to approve First Investors Corporation as a deferred compensation plan vendor.

## **2.7 LETTER OF RESIGNATION – JODI WHITLEY: SENIOR CENTER HEAD COOK**

**Motion** by Commissioner Smith and second by Commissioner Burnet to accept a letter of resignation from Jodi Whitley as Sherman County Senior & Community Center Kitchen Manager. Motion carried.

## **3.0 DISCUSSION ITEMS:**

### **3.1 INTERVIEW TEAM – SENIOR CENTER HEAD COOK POSITION**

Melva Thomas reported advertisements have been submitted to The Dalles Chronicle, Times-Journal and E-News for this position, with an application deadline of February 18.



She will also contact those that applied for the temporary position earlier. The interviews will be held on February 25<sup>th</sup>. An interview team will consist of Katie Kelley, Don Thompson, Mike Smith and Bonne Whitley will also be invited to be a part of the team.

### **3.2 THANK YOU CARD – JULIA PAYNE FAMILY**

The Court received a thank you card from the family of Julia Payne for their memorial donation.

### **3.3 APPOINTMENT: JUDGE THOMPSON PRO-TEM JUVENILE JUDGE FOR GILLIAM COUNTY**

It was noted Judge Thompson had been appointed as Juvenile Judge Pro Tem for Gilliam County.

### **3.4 DOMESTIC VIOLENCE TRAINING REPORT**

Correspondence was received from Naima Laharnar of OHSU advising county employees participating in the Domestic Violence and the Workplace training passed, while achieving higher post-test scores compared with their pre-test scores.

### **3.5 EXCEPTIONAL FOOD SAFETY RECOGNITION PROGRAM**

A “Dining Out” brochure was received from North Central Public Health District giving recognition to food service facilities in the tri-county area achieving inspection scores of 94 and above.

### **3.6 HOUSING REHAB PROGRAM UPDATE**

Melva Thomas provided a financial report on the Sherman County Home Repair Program.

### **3.7 COMMISSIONER REPORTS**

Commissioner Burnet reported on his attendance at a school advisory committee meeting in which the school survey results were discussed. There will be continuing meetings involving the three committees: financial, curriculum and social services and they will report back to the advisory board.

Commissioner Smith said he is now the board chair of Mid-Columbia Center for Living. This board begin meeting monthly as they have two new board members and are becoming more involved in the construction of the new facility. Sherman Court may be asked to participate in a bridge loan for this building. The commissioner also discussed the digital switch at a recent Tri-County Communications meeting.

Judge Thompson has scheduled meetings for the end of February through early March with state agencies and legislators; has a presentation scheduled at CGBREZ regarding community wind projects; will attend a wind energy conference at Anaheim in May; will bring forward a resolution at NACo regarding the golden eagle and wind farms; will attend a bird count meeting regarding the Klondike III facility.

Sheriff Lohrey informed the Court of the unexpected passing of Coos County Commissioner Andrew Jackson, a former county sheriff.

**Motion by Commissioner Smith and second by Commissioner Burnet approve a \$50.00 donation to an organization of the family's choice in memory of Coos County Commissioner Andrew Jackson. Motion carried.**

**4.0 CONSENT AGENDA:**

**4.1 MINUTES OF JANUARY 19, 2011**

**Motion by Commissioner Smith and second by Commissioner Burnet to approve the January 19, 2011 minutes as presented. Motion carried.**

**4.2 CLAIMS - JANUARY**

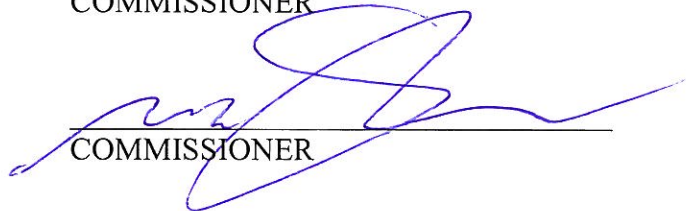
**Motion by Commissioner Burnet and second by Commissioner Smith to approve the January claims. Motion carried.**

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 3:03PM.

  
COUNTY JUDGE

ATTEST:   
COUNTY CLERK

  
COMMISSIONER

  
COMMISSIONER