



## Court Agenda

**February 15, 2012**

**8:30 a.m. – Staff Meeting  
Fleet Safety Program**

**John Zakariassen of Citycounty Insurance Services**

### **1.0 Appointment Schedule:**

- 1.1** 9:30 a.m. Amber DeGrange – Juvenile Director – Cell Phone Allowance
- 1.2** 10:00 a.m. Mark Coles – Road Department – Proposal for Approach Permit
- 1.3** 10:30 a.m. Marnene Benson-Wood – Community Transit – Quarterly Report
- 1.4** 11:00 a.m. Dean Dark – Wildlife Services – Quarterly Report
- 1.5** 11:30 a.m. Brad DeHart – Oregon Department of Transportation – Biggs Service District Access; Biggs Interchange Project; High School Loop Road Project; Mud Hollow Bridge
- 1.6** 1:30 p.m. Executive Session in Accordance with ORS 192.660.(2) (h) Legal Rights
- 1.7** 2:00 p.m. Bryan Hunt – Tri-County Veterans Service Officer – Quarterly Report
- 1.8** 2:30 p.m. Ron McDermid – Facilities Committee – Data Transfer Update

### **Additions to Agenda:**

Standby: Debbie Hayden – Finance Director – Budget Process

## 2.0 Action Items:

- 2.1 Sherman County Athletic Foundation – Donation Request
- 2.2 Wildlife Services – Funding Request for Fiscal Year 2012-13
- 2.3 Audit for Fiscal Year Ended 2010-2011
- 2.4 Declare as Surplus – 2008 Crown Victoria
- 2.5 Document Destruction Agreement – Gorge Security Shred
- 2.6 Appointment – Fair Board: Whitney Boyd
- 2.7 Appointment – Pro Tem Justice Court Judge: Cris Patnode
- 2.8 Fleet Safety Program Policy - Adopt

### 3.0 Discussion Items:

- 3.1 March Court Schedule
- 3.2 Sherman County Ambulance/South Sherman Fire & Rescue Agreement Status
- 3.3 Justice of the Peace – Report & Accounting of Continuing Legal Education
- 3.4 Housing Rehabilitation Program - Update
- 3.5 Commissioner Reports

#### 4.0 Consent Agenda:

- 4.1 Minutes of February 1, 2012
- 4.2 Revenue/Expenditure Summary – January
- 4.3 Treasurer’s Report – January

## 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

February 15, 2012

Present: Gary Thompson, County Judge, Steve Burnet, Commissioner, Mike Smith, Commissioner, Melva Thomas, Court Administrator, Rita Wilson, Deputy Clerk.

**SUMMARY OF ACTIONS TAKEN**

**Motion** by Commissioner Burnet, second by Commissioner Smith, to approve 2012 Fund Exchange agreement between Oregon State Department of Transportation and Sherman County in the amount of \$134,794 for resurfacing a five mile section of Gordon Ridge Road. Motion carried.

**Motion** by Commissioner Smith, second by Commissioner Burnet to preauthorize Judge Thompson to sign the ODOT Grant application for a replacement vehicle. Motion carried.

**Motion** by Commissioner Smith, second by Commissioner Burnet to approve the ODOT Public Transit Division Agency Quarterly Report as presented. Motion carried.

**Consensus** – Brad DeHart will set up a work session with representatives from the County Court, Road Department, School District, and Athletic Foundation for April 2<sup>nd</sup>.

**Motion** by Commissioner Smith and second by Commissioner Burnet to authorize the payment of \$10,000 to the City of Moro from SIP funds. Motion carried.

**Motion** by Commissioner Smith, second by Commissioner Burnet to go into Executive Session in accordance with ORS 192.660 (2)(h) legal rights. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith to authorize County Counsel to prepare a proposal to BPA for termination of agreement reserving five 10 MW transmission lines for point to point service not to exceed \$64,000. Motion carried

**Motion** by Commissioner Burnet and second by Commissioner Smith to approve the Audit Contract and Letter of Engagement from Oster Professional Group to provide audit services to Biggs Service

District for the year ended June 30, 2012, in the amount of \$2,900.00 and authorizing Judge Thompson to sign both documents. Motion Carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the donation of up to eighty yards (80) of  $\frac{3}{4}$  minus gravel to the Sherman County Athletic Foundation for an entryway, court viewing area and parking for the tennis courts next to the baseball field at Sherman Jr/Sr High School. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to recommend funding in the amount of \$65,713.60 to the budget committee to maintain the Wildlife Services position. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to declare as surplus a 2008 Ford Crown Victoria VIN #2FAP71V28X104078. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve Document Destruction Agreement between Gorge Security Shred and Sherman County for document destruction services and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the appointment of Whitney McCormick to the Sherman County Fair Board for a four year term to expire December 31, 2015, pending completion of volunteer interest form and background check. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve the appointment of Cris Patnode, Gilliam County Justice of the Peace, as pro tem Justice Court Judge for Sherman County for the 2012 calendar year. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to go into Executive Session in accordance with ORS 192.660 (2)(i) personnel. Motion carried.

## **1.0 APPOINTMENT SCHEDULE**

Debbie Hayden presented information regarding the compensation process. The Compensation Board will meet Tuesday, March 20 at 8:30 a.m. The Budget Committee is scheduled to meet April 16 & 17. Debbie noted that the COLA this year is 3.6%; she will get an estimate of the cost of insurance coverage by the end of this month and a firm figure at the end of May. Several different options for health insurance were discussed. Commissioner Burnet asked Debbie to prepare something showing the difference between the COLA increase and an increase in insurance premiums. Debbie will compile this information and send it to the Court members before the Compensation Board meeting.

## **1.1 AMBER DEGRANGE – JUVENILE DIRECTOR – CELL PHONE ALLOWANCE**

Amber was present to propose that the County amend its Cellular Telephone Policy to include a Data Plan stipend. She said that she uses the data feature on her personal phone for work related business wherever she is any time of the day or night. She presented data plans of other counties showing their rate of compensation. Amber proposed to the Court a \$10

increase in the monthly allowance in the Cellular Telephone Policy. Commissioner Smith pointed out that all new phones include a data plan and that Amber's request is less costly than replacing a cell phone and/or laptop upgrade every few years. The Court will review Wasco County's policy and consider Amber's proposal.

## **1.2 MARK COLES – ROAD DEPARTMENT – PROPOSAL FOR APPROACH PERMIT**

Mark reported that Pat Beers continues to request a road approach to his property on the east side of Scott Canyon. The location Pat has identified for the approach is satisfactory, and Mark sees no reason not to proceed with issuing an approach permit. It was the consensus of the court to support the permit.

The 2012 Fund Exchange Agreement for Gordon Ridge Road for \$134,794 was presented. This project is a five mile stretch on lower Gordon Ridge from Hwy 206 intersection south to McDermid's driveway .

**Motion by Commissioner Burnet, second by Commissioner Smith, to approve 2012 Fund Exchange agreement between Oregon State Department of Transportation and Sherman County in the amount of \$134,794 for resurfacing a five mile section of Gordon Ridge Road. Motion carried.**

Mark told the Court that Wasco Electric has been very helpful recently. They topped some trees for the Road Department.

They will be chip sealing Hay Canyon, Klondike and Oehman this year.

There are 31 job applicants for the position at the Road Department which closed February 10<sup>th</sup>. Mark will interview 20 people within the next week. He said that there are some very good applicants.

Mark has a meeting with Brad DeHart Thursday about Scott Canyon.

## **1.3 MARNENE BENSON-WOOD- COMMUNITY TRANSIT – QUARTERLY REPORT**

Marnene was present to give the Court her quarterly report for October 2011-December 2011.

**Motion by Commissioner Smith, second by Commissioner Burnet to preauthorize Judge Thompson to sign the ODOT Grant application for a replacement vehicle. Motion carried.**

**Motion by Commissioner Smith, second by Commissioner Burnet to approve the ODOT Public Transit Division Agency Quarterly Report as presented. Motion carried.**

Marnene reported that all of their vehicles are in use most of the time. She said that their drivers are dedicated and eager to work.

Judge Thompson told Marnene that it is good to have her back after her illness.



#### **1.4 DEAN DARK – WILDLIFE SERVICES – QUARTERLY REPORT**

Due to the mild weather Dean said that he has been able to trap throughout the winter. He reported that this has been the highest predation year since he has been in Sherman County. The coyote population continues to increase and they are killing newborn calves. He has located several dens in Welk canyon.

There haven't been any cougar sightings since one was caught on Welk Road.

The wild pigs are migrating north into the south part of Sherman County. He caught 13 pigs in one trap at Art Decker's last month. He would like to get a couple of mobile pig traps.

Dean recommended that hunters donate to predator control when they purchase their tags rather than when they buy their license. In doing this the funds go to the local area rather than being distributed throughout the state.

#### **1.5 BRAD DEHART – ODOT - BIGGS SERVICE DISTRICT ACCESS; BIGGS INTERCHANGE PROJECT; HIGH SCHOOL LOOP ROAD PROJECT; MUD HOLLOW BRIDGE** Jim Stroud, Rene` Moore, Jaclyn McCurdy and Mark Coles were also present.

The Biggs Project is in the preliminary planning phase. Bids open next March. This is the time that the utility companies are contacted regarding adjustments that are within the highway right-of-way. Brad said that there will need to be manhole adjustments made on this project but probably no line relocations.

Jim Stroud was present to discuss the possibility of a four-way plan where he would provide access through his property east of Highway 97. There was some question as to railroad easement. Both Jim and Biggs Service District need a plan that is long term. Brad is willing to facilitate discussions with the involved parties (the railroad, ODOT, Biggs Service District, Jim Stroud). The court had no objections.

ODOT won't hear about the grant for parking at Biggs until March or April. Brad isn't very optimistic about receiving this funding.

Mud Hollow Bridge: The project is programmed for \$500,000.00 for scour protection. There are not many options for improving the situation. Brad would like to put these dollars toward taking out the bridge and improve alternate routes. He wants to know if the court feels this is worth investigating. Judge Thompson said that he has heard citizen concerns about emergency vehicle access if the bridge was removed. Mark was in agreement with Brad, stating that the bridge is in a bad location and that the access onto Highway 97 is not safe. Brad said that he has heard that Mud Hollow has long been known for drug trafficking activity. The court confirmed this as a fact. Commissioner Burnet said that he thinks the logical step is to proceed with closing the bridge and securing ODOT funding to improve alternate routes.

High School Loop Road: Need the City of Moro's earmarked funds of \$126,000 transferred to the County; ODOT can add \$25,000. If Sherman County could add an additional amount Brad feels that the plan has a good chance of being approved. This would be a STIP project and he would like to use the funds to develop a plan and seek additional funding to do the project.

Commissioner Smith suggested a work session to get a better understanding of this project. It was a consensus of the Court to have Brad set up a work session.

**Consensus – Brad DeHart will set up a work session with representatives from the County Court, Road Department, School District, and Athletic Foundation for April 2<sup>nd</sup>.**

**Rene` Moore – City of Moro**

Moore questioned the motion made *January 5, 2011* regarding transfer of unused ODOT funds from the City of Moro to Sherman County:

**Motion by Commissioner Smith, second by Commissioner Burnet to accept the \$126,076 street grant received by the City of Moro in exchange for relieving the City of Moro of the remaining \$30,000 liability owing for the hardware building demolition. Motion carried.**

The County did not receive the ODOT funds from the City of Moro; therefore \$10,000.00 was deducted from their SIP payment in December. Moore stated that her budget was based on receiving \$100,000.00 SIP money, now the City of Moro is \$10,000.00 short. She suggested the motion be restated or rescinded. County Counsel, Will Carey was present and noted that the motion stipulates relief from debt is contingent upon the County receiving the ODOT funds. The Court agreed to give the City of Moro \$10,000.00 and noted that the \$30,000.00 debt would be delayed by one year. Should the ODOT funds **not** be transferred to the County **\$10,000.00 will be deducted from the 2012 SIP payment to the City of Moro.**

**Motion by Commissioner Smith and second by Commissioner Burnet to authorize the payment of \$10,000 to the City of Moro from SIP funds. Motion carried.**

#### **1.6 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660(2)(h) LEGAL RIGHTS**

**Motion by Commissioner Smith, second by Commissioner Burnet to go into Executive Session in accordance with ORS 192.660 (2)(h) legal rights. Motion carried.**

Court went into Executive Session.  
Out of Executive session at 2:40 p.m.

**Motion by Commissioner Burnet and second by Commissioner Smith to authorize County Counsel to prepare a proposal to BPA for termination of agreement reserving five 10 MW transmission lines for point to point service not to exceed \$64,000. Motion carried**

#### **1.7 BRYAN HUNT – TRI COUNTY VETERANS SERVICE OFFICER – QUARTERLY REPORT**

Bryan went over his quarterly report with the Court. It was noted that \$125,622 in recoveries were received in the Tri County area this quarter.

He reported that the Veterans appreciation activities in the various locations were very successful this year and he expects even better attendance next year. Bryan said that he plans to participate in the Memorial Day celebration in Wasco again this year.

A replacement for the Veterans' Services Jeep was discussed; however, there isn't funding for a new vehicle at the time.

**Meeting as Biggs Service District Board – 3:07 p.m.**

**Motion** by Commissioner Burnet and second by Commissioner Smith to approve the Audit Contract and Letter of Engagement from Oster Professional Group to provide audit services to Biggs Service District for the year ended June 30, 2012, in the amount of \$2,900.00 and authorizing Judge Thompson to sign both documents. Motion Carried.

**1.8 RON MCDERMID – FACILITIES COMMITTEE – DATA TRANSFER UPDATE**

Postponed until next County Court meeting.

**2.0 ACTION ITEMS**

**2.1 Sherman County Athletic Foundation – Donation Request**

**Motion** by Commissioner Smith, second by Commissioner Burnet, to authorize the donation of up to eighty yards (80) of  $\frac{3}{4}$  minus gravel to the Sherman County Athletic Foundation for an entryway, court viewing area and parking for the tennis courts next to the baseball field at Sherman Jr/Sr High School. Motion carried.

**2.2 Wildlife Services – Funding Request for Fiscal Year 2012-13**

**Motion** by Commissioner Burnet, second by Commissioner Smith, to recommend funding in the amount of \$65,713.60 to the budget committee to maintain the Wildlife Services position. Motion carried.

**2.3 Audit for Fiscal Year Ended 2010-2011**

Consensus to accept the letter as presented from Friend & Reagan, P.C., regarding the audit for fiscal year ended 2010-2011.

**2.4 Declare as Surplus – 2008 Crown Victoria**

**Motion** by Commissioner Smith, second by Commissioner Burnet, to declare as surplus a 2008 Ford Crown Victoria VIN #2FAFP71V28X104078. Motion carried.

**2.5 Document Destruction Agreement – Gorge Security Shred**

**Motion** by Commissioner Burnet, second by Commissioner Smith to approve Document Destruction Agreement between Gorge Security Shred and Sherman County for document destruction service and authorizing Judge Thompson to sign. Motion carried.

**2.6 Appointment – Fair Board: Whitney McCormick**



**Motion** by Commissioner Burnet, second by Commissioner Smith to approve the appointment of Whitney McCormick to the Sherman County Fair Board for a four year term to expire December 31, 2015, pending completion of volunteer interest form and background check. Motion carried.

Commissioner Smith noted that there were two applicants for this position. Both were new members to the county. Whitney has an impressive FFA background.

**2.7 Appointment – Pro Tem Justice Court Judge: Cris Patnode**

**Motion** by Commissioner Burnet, second by Commissioner Smith, to approve the appointment of Cris Patnode, Gilliam County Justice of the Peace, as pro tem Justice Court Judge for Sherman County for the 2012 calendar year. Motion carried.

**2.8 Fleet Safety Program Policy – Adopt**

Consensus to study and modify proposed policy; will then have it reviewed by CIS for approval.

**2.9 Motion by Commissioner Burnet and second by Commissioner Smith to authorize Judge Thompson to sign the audit agreement between the Biggs Service District and Oster. Motion carried.**

**3.0 DISCUSSION ITEMS**

**3.1 March Court Schedule**

Because Judge Thompson and Commissioner Smith will be in Washington, D. C. the early part of the month, there will be only one Court meeting in March. The meeting will be held Tuesday, March 20, beginning at 8:30 a.m. with the Compensation Board meeting, followed by County Court at 10:30 a.m.

**3.2 Sherman County Ambulance/South Sherman Fire & Rescue Agreement Status**

Commissioner Smith attended a meeting of the two agencies held at South Sherman. He reported that everyone there was content with the agreement, which will now be reviewed annually. The radio upgrade situation is a concern of both departments at this time.

**3.3 Justice of the Peace – Report & Accounting of Continuing Legal Education**

Reviewed letter from Justice of the Peace, Ron McDermid.

**3.4 Housing Rehabilitation Program – Update**

As of February 9, 2012 the balance in the Sherman County Home Repair Program was \$3,288. There have been five projects in Moro, five in Grass Valley and one in Rufus.

### 3.5 Commissioners Reports

Burnet – NORCOR meeting tomorrow to go over policy manual.

Experiment Station roofing an ongoing problem. The rock work has begun. Milt related that because of the change order on the roof we should expect some added charges to be submitted by the architect. Commissioner Burnet feels that Milt is due some additional compensation, too, for his extra effort during this project; he feels that Milt has done an exceptional job for the County. Judge Thompson noted that for public buildings in the State of Oregon 1% of the cost needs to go toward energy conservation.

Smith - MCEDD Revolving loan fund. Talked to Amanda about putting funds into an account specifically for Oregon Raceway Park. Tom Miller indicated we needed a menu of projects that could be funded; would like to consider payback based on attendance at track. Met with Dan Devlin last week; there are now about 50 subscribers to the wireless internet system. They are working with Frontier Telenet to acquire additional bandwidth during peak usage hours.

Thompson – The Fitness Center Proposal - petition got 77 signatures. The judge wants some direction as to how to proceed. He has turned a budget in to MCCOG Area Agency on Aging to see if they can come forward with some funds. He thinks that the cost of the equipment will be between \$2,000 and \$3,000. Commissioner Smith suggested getting an inventory of the equipment that Crystal Dodge wants to sell and present it at the next court meeting.

Meeting in Portland regarding the Rufus visitor center. Renewable Northwest Project would like a similar presentation on this project; they are interested in a renewable energy visitor center. This could be a draw for tourism.

### 4.0 Consent Agenda

#### 4.1 Minutes of February 1, 2012

#### 4.2 Revenue/Expenditure Summary – January

#### 4.3 Treasurer's Report - January

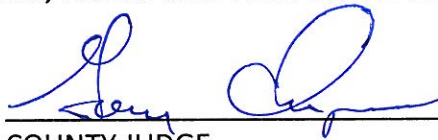
Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Minutes of February 1, 2012, Revenue/Expenditure Summary for January and the Treasurer's Report for January as presented. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to go into Executive Session in accordance with ORS 192.660 (2)(i) personnel. Motion carried.

Court went into Executive Session.

Out of Executive Session at 3:10 P.M.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 3:15 P.M.

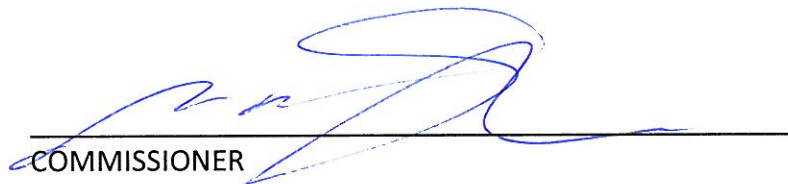


COUNTY JUDGE

ATTEST: Rita Wilson  
DEPUTY CLERK



COMMISSIONER



COMMISSIONER