



## Court Agenda

**March 16, 2011**

### **1.0 Appointment Schedule:**

- 1.1 8:30 a.m. Compensation Board
- 1.2 8:45 a.m. Executive Session in Accordance with ORS 192.660 (2)(i) Personnel
  - 1.21 8:45 a.m. Mark Coles: Road Department
  - 1.22 8:55 a.m. Rod Asher: Weed Department
  - 1.23 9:05 a.m. Jenine McDermid: Clerk's Office
  - 1.24 9:15 a.m. Ron McDermid: Justice Court
  - 1.25 9:25 a.m. Dick Stradley: Assessor
- 1.3 10:30 a.m. Barbara Seatter – Mid-Columbia Center for Living – Introduction
- 1.4 11:00 a.m. Sherry Kaseberg, Nancy Fields – Sherman County Historical Society – Annual Report/Funding Request
- 1.5 11:30 a.m. Amber DeGrange – Juvenile Director – Quarterly Report
- 1.6 1:30 p.m. Ron McDermid – Facilities Committee – Surplus Building, Project Update, Phone System Update
- 1.7 2:00 p.m. Dan Devlin – Management Resource, LLC – Telecommunications Services Agreement; Updated Project Budget Proposal

### **Additions to Agenda:**

### **2.0 Action Items:**

- 2.1 Oregon Welcome Center Brochure Program Application
- 2.2 Intergovernmental Agreement Amendment 1 between Sherman County, Department of Justice and Child Support Program
- 2.3 Senior Center Head Cook & Kitchen Coordinator Recommendation
- 2.4 Joint Resolution of Participation in Community Dispute Resolution Between Gilliam, Hood River, Sherman, Wasco and Wheeler Counties
- 2.5 Resolution in Support of Columbia Gorge Regional Sustainability Consortium
- 2.6 Appointment – Senior Center Advisory Committee
- 2.7 Teen Driver Street Survival Skills Clinic – Scholarship Funding
- 2.8 Determine Rental Rate – Fairgrounds House

### **3.0 Discussion Items:**

- 3.1 Housing Rehab Project Update
- 3.2 Opportunity to Recycle Report 2010
- 3.3 Community Transit – Bus Barn Construction Contract
- 3.4 Miller Foundation Scholarship Donation
- 3.5 Housing Meeting – March 29<sup>th</sup>, 10 am – 12 pm Senior Center
- 3.6 Commissioner Reports

### **4.0 Consent Agenda:**

- 4.1 Minutes of February 16, 2011
- 4.2 Claims - February
- 4.3 Revenue/Expenditure Summary – February
- 4.4 Treasurer's Report – February

### **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

March 16, 2011 8:35am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners; Melva Thomas, Court Administrative Assistant; Georgia Macnab, Dee Lieuallen, Theresa Mobley, Debbie Hayden, Ron McDermid, Rod Asher; Jenine McDermid, County Clerk.

**SUMMARY OF ACTIONS TAKEN**

**Motion** by Commissioner Burnet second by Commissioner Smith to approve a 1% cost of living adjustment and to cover the cost of projected increases for PERS and medical/dental/vision insurance for the 2011-12 fiscal year. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith at 8:59am to adjourn into executive session in accordance with ORS 192.660 (2)(i) Personnel to hear salary recommendations from department heads. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet to approve the contract between Sherman County and DiLoreto Architecture, LLC for architectural services for the Extension/Experiment Station project, pending approval from legal counsel. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet to authorize the expenditure of \$200 for the Oregon Welcome Center Brochure Program. Motion carried. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith to sign Intergovernmental Agreement 03-GOV-02, Amendment 1 between Sherman County, Oregon Department of Justice, Division of Child Support and Sherman County District Attorney. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith to follow the Senior Center Advisory Board's recommendation and hire Bridget Poirier as Senior Center Head Cook and Kitchen Coordinator. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet to approve the Joint Resolution between Sherman, Gilliam, Hood River, Wasco and Wheeler Counties In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution and authorize Judge Thompson to sign and authorize an expenditure not to exceed \$60 for Sherman County's share of the required legal publication. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet approved a resolution in the matter of supporting the Columbia Gorge Regional Sustainability Consortium. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet to follow the Senior Center Advisory Committees recommendation and approve the appointment of Susan Chase and Karen Kellogg to the Senior Center Advisory Committee. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith pledging to offer a \$100 scholarship toward each Sherman County student attending the Teen Driver Street Survival Skills Clinic sponsored by the ProFormance Racing School at the Oregon Raceway Park. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith to establish a rental rate for the fairgrounds rental house of \$650 per month effective immediately, with all utility payments to be paid by the renter. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet to approve signing a letter in support of continuing Community Services Block Grant funding for the Mid-Columbia Community Action Council. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet to appoint Jerrilea Mayfield to Wes Hubbard's position as Chairperson on the Sherman County Ambulance Board. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith authorizing Judge Thompson to sign Modification No. 1 Contract for Services between Sherman County and Mid-Columbia Council of Governments/Area Agency on Aging. Motion carried.

**Motion** by Commissioner Smith second by Commissioner Burnet approve hourly rates for the County Road Litter Patrol of ranging from \$10.00 for crew leader and \$9.00 for crew members at a total estimated cost of \$2,065. Motion carried.

**Motion** by Commissioner Burnet second by Commissioner Smith request Hire Electric complete a site review on a structure in Moro at an estimated cost of \$250. Motion carried.

**Motion by Commissioner Smith second by Commissioner Burnet to surplus the red storage shed and fuel oil tank. Motion carried.**

**Motion by Commissioner Burnet second by Commissioner Smith contribute \$2,500 to Columbia Gorge Community College Foundation for help fund the Miller Foundation Scholarship, with priority being given to Sherman County students when possible. Motion carried.**

**Motion by Commissioner Smith second by Commissioner Burnet approve the claims for February 2011. Motion carried.**

**Motion by Commissioner Smith second by Commissioner Burnet approve the February 16, 2011 minutes, the revenue/expenditure summary and treasurer's report for February 2011. Motion carried.**

**Motion by Commissioner Burnet second by Commissioner Smith at 3:06pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) for a discussion regarding property.**

#### **1.1 COMPENSATION BOARD:**

Judge Thompson opened the meeting of the Sherman County Compensation Board. Finance Director Debbie Hayden prepared a packet of financial information for the court, including the current salary schedule, a history of federal and county cost of living adjustments, recommendations for the compensation process and a county salary comparison worksheet. Debbie reported it is projected medical insurance rates will increase by 10% and dental rates 6%. There was also discussion regarding the COLA, methods of reducing the cost for insurance and the PERS pool.

**Motion by Commissioner Burnet second by Commissioner Smith to approve a 1% cost of living adjustment and to cover the cost of projected increases for PERS and medical/dental/vision insurance for the 2011-12 fiscal year. Motion carried.**

The following items were added to the agenda: 2.10 Ambulance Board Appointment; 2.12 Architect Information; 3.4 Solar Information.

**Motion by Commissioner Burnet second by Commissioner Smith at 8:59am to adjourn into executive session in accordance with ORS 192.660 (2)(i) Personnel to hear salary recommendations from department heads. Motion carried.**

**The Court adjourned from Executive Session at 9:51am.**

#### **2.12 ARCHITECT INFORMATION:**

A contract was received from DiLoreto Architecture, LLC for the design and construction of the new Extension Service and Experiment Station offices.



**Motion by Commissioner Smith second by Commissioner Burnet to approve the contract between Sherman County and DiLoreto Architecture, LLC for architectural services for the Extension/Experiment Station project, pending approval from legal counsel. Motion carried.**

**2.1 OREGON WELCOME CENTER BROCHURE PROGRAM APPLICATION:**

The Court reviewed an application for the Oregon State Welcome Center Brochure Program.

**Motion by Commissioner Smith second by Commissioner Burnet to authorize the expenditure of \$200 for the Oregon Welcome Center Brochure Program. Motion carried. Motion carried.**

**2.2 INTERGOVERNMENTAL AGREEMENT AMENDMENT 1 BETWEEN SHERMAN COUNTY, DEPARTMENT OF JUSTICE AND CHILD SUPPORT PROGRAM:**

**Motion by Commissioner Burnet second by Commissioner Smith to sign Intergovernmental Agreement 03-GOV-02, Amendment 1 between Sherman County, Oregon Department of Justice, Division of Child Support and Sherman County District Attorney. Motion carried.**

**2.3 SENIOR CENTER HEAD COOK & KITCHEN COORDINATOR RECOMMENDATION:**

**Motion by Commissioner Burnet second by Commissioner Smith to follow the Senior Center Advisory Board's recommendation and hire Bridget Poirier as Senior Center Head Cook and Kitchen Coordinator. Motion carried.**

**2.4 JOINT RESOLUTION OF PARTICIPATION IN COMMUNITY DISPUTE RESOLUTION BETWEEN GILLIAM, HOOD RIVER, SHERMAN, WASCO AND WHEELER COUNTIES:**

**Motion by Commissioner Smith and second by Commissioner Burnet to approve the Joint Resolution between Sherman, Gilliam, Hood River, Wasco and Wheeler Counties In the Matter of Participation in Funding Activities of the Oregon Office for Community Dispute Resolution and authorize Judge Thompson to sign and authorize an expenditure not to exceed \$60 for Sherman County's share of the required legal publication. Motion carried.**

**2.5 RESOLUTION IN SUPPORT OF COLUMBIA GORGE REGIONAL SUSTAINABILITY CONSORTIUM:**

Motion by Commissioner Smith second by Commissioner Burnet approved a resolution in the matter of supporting the Columbia Gorge Regional Sustainability Consortium. Motion carried.

**2.6 APPOINTMENT – SENIOR CENTER ADVISORY COMMITTEE:**

Motion by Commissioner Smith second by Commissioner Burnet to follow the Senior Center Advisory Committees recommendation and approve the appointment of Susan Chase and Karen Kellogg to the Senior Center Advisory Committee. Motion carried.

**2.7 TEEN DRIVER STREET SURVIVAL SKILLS CLINIC – SCHOLARSHIP FUNDING:**

Motion by Commissioner Burnet second by Commissioner Smith pledging to offer a \$100 scholarship toward each Sherman County student attending the Teen Driver Street Survival Skills Clinic sponsored by the ProFormance Racing School at the Oregon Raceway Park. Motion carried.

**2.8 DETERMINE RENTAL RATE – FAIRGROUNDS HOUSE:**

The Court discussed the establishment of a rental rate for the fairgrounds house.

Motion by Commissioner Burnet second by Commissioner Smith to approve a rental agreement with Oregon State University Extension Service commencing on January 1, 2011 and terminating on December 31, 2011 for the Extension Office facility at 409 Hood Street in Moro in the amount of \$0.00 and authorizing Judge Thompson to sign. Motion carried.

**2.9 LETTER OF SUPPORT – MID-COLUMBIA COMMUNITY ACTION COUNCIL FUNDING:**

Motion by Commissioner Smith second by Commissioner Burnet to approve signing a letter in support of continuing Community Services Block Grant funding for the Mid-Columbia Community Action Council. Motion carried

## **2.10 APPOINTMENT – SHERMAN COUNTY AMBULANCE BOARD:**

The Court received correspondence from Emergency Services Director Shawn Payne, including minutes from the March 15 board meeting at which it was recommended Jerrilea Mayfield be appointment to replace Wes Hubbard who had resigned.

**Motion by Commissioner Smith second by Commissioner Burnet to appoint Jerrilea Mayfield to Wes Hubbard's position as Chairperson on the Sherman County Ambulance Board. Motion carried.**

## **2.11 MODIFICATION NO. 1/CONTRACT FOR SERVICES BETWEEN SHERMAN COUNTY & MID-COLUMBIA COUNCIL OF GOVERNMENTS FOR RESPITE SERVICES:**

A copy of a letter from William Larson of Mid-Columbia Council of Governments to Katie Kelly, Senior & Community Center Manager was received. Mid-Columbia Council of Governments agreed to provide an additional \$3,450 for funding of the Respite program.

**Motion by Commissioner Burnet second by Commissioner Smith authorizing Judge Thompson to sign Modification No. 1 Contract for Services between Sherman County and Mid-Columbia Council of Governments/Area Agency on Aging. Motion carried.**

## **3.1 HOUSING REHAB PROJECT UPDATE:**

Melva Thomas reported eight loans have been closed and two applications are in progress. Additional marketing was done in Rufus and will also be done in Wasco.

## **1.3 BARBARA SEATTER – MID-COLUMBIA CENTER FOR LIVING – INTRODUCTION:**

Barbara Seatter met with the Court and explained her role with Mid-Columbia Center for Living, where she has been employed for the past eight months. She reported Doris Hubbard and Tracy Willette are available in Sherman County three days per week to provide services, either in the office or out in the field. Those interested in services don't need to make appointments, they can stop by. She reported they hope to integrate services with the Moro Medical Clinic. Commissioner Smith mentioned the MCCFL board had talked about requesting a bridge loan to help with the building purchase and combining of services with the current LaClinica, which Barbara agreed would be a help and an opportunity to help the community.



#### **1.4 SHERRY KASEBERG, NANCY FIELDS – SHERMAN COUNTY HISTORICAL SOCIETY – ANNUAL REPORT/FUNDING REQUEST:**

Sherry Kaseberg and Nancy Fields visited with the Court and provided information concerning museum activities. Information provided included a museum visitor count for 2010, a flyer explaining the historical society's mission, services and modes of education, needs and priorities. Treasurer/bookkeeper Nancy Fields presented the annual report illustrating the use of the \$1,000 marketing stipend received from the county. Also presented were pie charts indicating projected revenues and expenses for 2011. Sherry reviewed the museum's history from its establishment through today. The museum board hopes to hire a full-time paid museum director. To fund this position, Sherry proposed a \$50,000 annual stipend from the county for five years. As part of this position, the director would be involved in grant writing to fund additional income in future years. This would also include an annual report to the Court. They would like for the current marketing stipend to be continued as a separate line item of the county budget. The request will be referred to the budget committee for consideration.

#### **1.5 JUVENILE DIRECTOR – QUARTERLY REPORT – AMBER DEGRANGE:**

The Court received written notice from Amber DeGrange concerning her upcoming leave. She explained how her office will be managed while she's away. Amber reported on the number of current cases and the upcoming spring break litter patrol. She requested an additional \$657 in funding for this year's crew.

**Motion by Commissioner Smith second by Commissioner Burnet approve hourly rates for the County Road Litter Patrol of ranging from \$10.50 for crew leader and \$9.00 for crew members at an approximate cost of \$2,065. Motion carried.**

**Legal Counsel Will Carey was present for the remainder of the court session.**

#### **3.2 OPPORTUNITY TO RECYCLE REPORT 2010:**

Notification was received from Bruce Lumper of the DEQ Solid Waste Program advising Sherman Wasteshed's Opportunity to Recycle Program was approved by the DEQ for 2010. A total of 6% in Recovery Rate Credits can be applied to the 2010 Opportunity to Recycle Program.

#### **3.3 COMMUNITY TRANSIT – BUS BARN CONSTRUCTION CONTRACT:**

The Court reviewed restrictive covenant and the contract between Lupin Construction and Sherman County for construction of the bus barn expansion.

### **3.4 SOLAR INCENTIVE PROGRAM:**

Correspondence was received from Bob Skinner of Hire Electric concerning the April 1 enrollment period for the Oregon Solar Incentive program. The Court discussed possible structures where this may be of benefit. .

**Motion by Commissioner Burnet second by Commissioner Smith request Hire Electric complete a site review on a structure in Moro at an estimated cost of \$250. Motion carried.**

### **1.6 FACILITIES COMMITTEE – SURPLUS BUILDING, PROJECT UPDATE, PHONE SYSTEM UPDATE – RON MCDERMID:**

Ron McDermid reported on the project bid opening, with several viable companies showing an interest. Will Carey will be attending, as well as the design team. Mr. Carey addressed the bid opening procedure and noted several important points to be taken into consideration throughout this process.

It was noted the red storage building and fuel oil tank will not have a useful purpose after this project is completed. The Court discussed coordinating removal of these items with the contractor. The earliest date would be early to mid-April. These items will be advertised. Will Carey said the ad should advise the county court reserves the right to reject any and all bids and should also mention removal will be coordinated with the contractor.

**Motion by Commissioner Smith second by Commissioner Burnet to surplus the red storage shed and fuel oil tank. Motion carried.**

Ron also reported the Assessment Report and Request for Proposal documents were received from Northwest Information Services. The Court agreed they need to meet with Mike Smith of NIS to discuss the report. Another meeting will need to be scheduled including key vendors, facility committee members and others.

### **3.5 MILLER FOUNDATION SCHOLARSHIP DONATION:**

Correspondence was received from Columbia Gorge Community College Foundation regarding their efforts to raise funding for a scholarship challenge by the Miller Foundation.

**Motion by Commissioner Burnet second by Commissioner Smith contribute \$2,500 to Columbia Gorge Community College Foundation for help fund the Miller Foundation Scholarship, with priority being given to Sherman County students when possible. Motion carried.**

### **1.7 DAN DEVLIN – MANAGEMENT RESOURCES, LLC – TELECOMMUNICATIONS SERVICES AGREEMENT; UPDATED PROJECT BUDGET PROPOSAL:**

The Court received information from Dan Devlin concerning the proposed wireless access network. No decisions were made.

### **3.6 HOUSING MEETING:**

Court members were reminded of the housing meeting scheduled for March 29<sup>th</sup> from 10:00am to 12:00pm at the Senior/Community Center.

### **3.4 SOLAR INCENTIVE PROGRAM:**

Jessica Metta of MCEDD submitted information regarding average costs of a solar incentive program. After discussion, it was decided Judge Thompson will learn additional information on how this was handled at a project in Pendleton.

### **3.7 COMMISSIONER REPORTS:**

Commissioner Burnet reported on the local fire department coordination meeting. It was agreed to have one ASA in the county. Sherman Ambulance and South Sherman Fire will form a committee and develop a mutual aid agreement, which will eventually be approved by the Court. He also advised the NORCOR building project is on hold.

Commissioner Smith spoke about he and Judge Thompson's trip to Washington DC which involved requesting changes to various rules and regulations, and attending meetings regarding power production. The Court discussed the possibility of a tour to Sherman County in June by attendees of the NACO convention at Portland.

Judge Thompson discussed his visit with the National Association of Resource Councils regarding an energy overlay to study the economic impact of wind turbines in Sherman County and neighboring areas.

### **4.0 CONSENT AGENDA:**

**Motion by Commissioner Smith second by Commissioner Burnet approve the claims for February 2011. Motion carried.**

**Motion by Commissioner Smith second by Commissioner Burnet approve the February 16, 2011 minutes, the revenue/expenditure summary and treasurer's report for February 2011. Motion carried.**

**1.8 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2)(3) PROPERTY:**

**Motion by Commissioner Burnet second by Commissioner Smith at 3:06pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) for a discussion regarding property.**


Executive session was adjourned at 3:35pm.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 3:35 PM.

  
COUNTY JUDGE

ATTEST:   
COUNTY CLERK

  
COMMISSIONER

  
COMMISSIONER