



Court Agenda

March 20, 2012

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
 - 1.22 8:55 a.m. Ron McDermid
 - 1.23 9:05 a.m. Jenine McDermid
 - 1.24 9:15 a.m. Jennifer Simpson
 - 1.25 9:25 a.m. Georgia Macnab
 - 1.26 9:35 a.m. Sandy Macnab
 - 1.27 9:45 a.m. Gary Thompson
 - 1.28 9:55 a.m. Rod Asher
 - 1.29 Sheriff's Dept. Recommendations
 - 1.30 Senior Center Recommendations
- 1.3** 10:30 a.m. Ron McDermid – Facilities Committee – Courthouse Renovation Project Update; Security System Transition & Upgrade
- 1.4** 11:00 a.m. Brian Stradley, Jake Calvert – Sherman County Soil & Water Conservation District – Program Updates
- 1.5** 1:30 p.m. Tom Miller – Oregon Raceway Park – Funding Proposal
- 1.6** 2:00 p.m. Jessica Metta – Mid-Columbia Economic Development District – Residential Solar Program

Additions to Agenda:

2.0 Action Items:

- 2.1 Welcome Center Brochure Program
- 2.2 Intergovernmental Agreement between Sherman County School District and Sherman County Re: Wasco Elementary School Property
- 2.3 RV Solar Project – Change Order #2
- 2.4 County Brochures – Reprint Proposal
- 2.5 Bid Opening – 2008 Ford Crown Victoria
- 2.6 Cottonwood Canyon Education & Interpretive Center – Funding Request
- 2.7 Senior Exercise Center Proposal
- 2.8 Budget Transfers & Payment Authorization
- 2.9 New Server/Switch Proposal
- 2.10 Gravel Donation Request – Fair Board

3.0 Discussion Items:

- 3.1 Gorge Security Shred – City Inquiry
- 3.2 Public Transit Division Grant Application
- 3.3 RV Park Solar Project - Update
- 3.4 Sherman County Opportunity to Recycle Report – 2011
- 3.5 Thank You Note – Mid-Columbia Community Action Partnership
- 3.6 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of February 15, 2012
- 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:*



SHERMAN COUNTY COURT
REGULAR SESSION
SHERMAN COUNTY CIRCUIT COURTROOM

MINUTES

March 20, 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 recommend to the Budget Committee, a 2% Cost of Living Adjustment and make no changes to the health insurance coverage. 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.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$32,470.00 for the Courthouse security system relocation and upgrade project as recommended by the Sherman County Court Security Committee. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$200.00 to participate in the Oregon Welcome Center Brochure Program. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve an Intergovernmental Agreement between Sherman County and Sherman County School District for transfer of ownership of the Wasco Elementary School property located in Wasco, Oregon to the county. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$787.00 to Hire Electric, Inc. for installation of concrete filled steel bollards to protect the solar picnic table structure located at the Sherman County RV Park. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the expenditure of up to \$1,550.00 to Optimist Printers for printing 3,000 copies each of three county brochures; The Way West (driving tour), Windmills & Wheat Fields (cycling tour) and A Tourist's Guide to Sherman County Grain Production. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the expenditure of \$4,000.00 in support of the Cottonwood Canyon Education and Interpretive Center project. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$5,150.00 to purchase exercise equipment from Crystal Dodge for the proposed Health Maintenance Facility. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the transfer of \$38,400.00 from the Couty General Fund to the Senior Center budget. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of up to \$3,100.00 for the purchase of a new Ethernet switch. Motion carried.

Motion Commissioner Burnet, second by Commissioner Smith, to approve a donation of 60 yards of gravel to the Sherman County Fair Board to level the entertainment/beer garden area. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve the February claims as presented. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Minutes of February 15, 2012, Revenue/Expenditure Summary for February and the Treasurer's Report for February as presented. Motion carried.

1.0 APPOINTMENT SCHEDULE

The Compensation Board meeting opened at 8:35 a.m. They went over the spreadsheet that Finance Director Debbie Hayden had worked up showing projected COLA costs/insurance rates. The Federal COLA for 2012 is 3.6%. The majority of the employees present indicated they would rather have a lower COLA than have their health insurance coverage changed.

Motion by Commissioner Burnet, second by Commissioner Smith, to recommend to the Budget Committee, a 2% Cost of Living Adjustment and make no changes to the health insurance coverage. Motion carried.

1.2 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2)(i) PERSONNEL

Motion by Commissioner Smith, second by Commissioner Burnet, to go into executive session in accordance with ORS 192.660 (2) (i) Personnel. Motion carried.

SHAWN PAYNE – EMERGENCY SERVICES – 911 FUNDS CHANGE

Shawn came to ask the Commission for direction regarding a change in how the 911 revenue is distributed. The Court told Shawn to contact AOC to get a clear understanding on the new legislation and then proceed from there.

1.3 RON MCDERMID – FACILITIES COMMITTEE – COURTHOUSE RENOVATION PROJECT UPDATE; SECURITY SYSTEM TRANSITION & UPGRADE

Ron reported that the data turnover went smoothly. He explained ASET's proposal, which includes: removal of the current DVR equipment from the old judge's chamber and relocating it in the server room, upgrading the system to allow remote access, compatibility with high resolution cameras, and integration with the proposed wireless duress alarm system. The Court Security Committee's recommendation is for additional interior mega pixel cameras and a TB network video recorder. Ron indicated that Judge Crowley is fully supportive of this recommendation.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$32,470.00 for the Courthouse security system relocation and upgrade project as recommended by the Sherman County Court Security Committee. Motion carried.

1.4 BRIAN STRADLEY, JAKE CALVERT – SHERMAN COUNTY SOIL & WATER CONSERVATION DISTRICT – PROGRAM UPDATES

Brian introduced Jake Calvert, new CREP Technician, to the Court then went over the 2010-2011 Scope of Work and Quarterly Progress Report. Among other facts, Bryan reported that in the past quarter his agency had: contacted 106 cooperators, provided technical assistance to 97 cooperators, held eight presentations and two tours, held 14 student events that involved a total of 485 students and distributed 1,200 newsletters. He also reported that there are 5,370 miles of CREP in Sherman County (a total of 295 miles). Brian explained the Terrace Re-Shaping Program where present terraces that aren't large enough to accommodate today's newer, larger equipment, are being re-shaped rather than tearing them out and constructing new ones. They are working with ODFW with the Open Fields Program, Deschutes River Canyon Weed Control Effort and Critter Board installation.

1.5 TOM MILLER – OREGON RACEWAY PARK – FUNDING PROPOSAL

Mr. Miller came to the Court requesting a \$950,000.00 to \$1,450,000.00 fixed rate 0% interest loan for utilities infrastructure and basic amenities. The Court looked over the 15 page proposal and asked Mr. Miller to identify the highest priority projects. He said that sewer/septic construction was needed first and most. Commissioner Burnet stated that a 0% loan was not something that the County would consider. County Counsel told Mr. Miller that the County would need proof of security before it could make any offers. They told Mr. Miller to talk with his board about this and come back with this information.

1.6 JESSICA METTA – MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT – RESIDENTIAL SOLAR PROGRAM

Jessica reported that she has had several inquiries about the solar program. Although the application/information was from Pendleton's program, County Counsel, Will Carey, was present and had several concerns regarding the application having no mention of liens, but promissory notes. He said that, although he thinks this is a good program, he cannot recommend that the County proceed with it as it is. Jessica said that she would look into other ways of going forward with the project.

2.0 ACTION ITEMS

2.1 Welcome Center Brochure Program

Melva asked the Court for their approval to participate in the Oregon Welcome Center Brochure Program. Sherman County's brochure, Explore the Land Between the Rivers, will be displayed in four Welcome Center Locations throughout the state.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$200.00 to participate in the Oregon Welcome Center Brochure Program. Motion carried.

2.2 Intergovernmental Agreement between Sherman County School District & Sherman County Re: Wasco Elementary School Property.

Ivan Ritchie was present for this discussion. He wanted to know if there is a specific room that the School District can use for storage. He would like someone from the Court to conduct a "walk through" with him to determine if the County wants anything that is still there. Commissioner Burnet suggested that the people who are interested in renting space in the building be included.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve an Intergovernmental Agreement between Sherman County and Sherman County School District for transfer of ownership of the Wasco Elementary School property located in Wasco, Oregon to the county. Motion carried.

2.3 RV Solar Project – Change Order #2

Because of concerns about the solar array being damaged by vehicles, Hire Electric submitted a proposal to install four 4' tall concrete-filled galvanized steel bollards next to the road.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$787.00 to Hire Electric, Inc. for installation of concrete filled steel bollards to protect the solar picnic table structure located at the Sherman County RV Park. Motion carried.

2.4 County Brochures – Reprint Proposal

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the expenditure of up to \$1,550.00 to Optimist Printers for printing 3,000 copies each of three

county brochures; The Way West (driving tour), Windmills & Wheat Fields (cycling tour) and A Tourist's Guide to Sherman County Grain Production. Motion carried.

2.5 Bid Opening – 2008 Ford Crown Victoria

The only bid received was under the minimum bid of \$3,000.00; therefore, it could not be considered. It was the consensus of the Court to re-advertise the vehicle in the Times Journal and Sherry's e-news with no minimum bid.

2.6 Cottonwood Canyon Education & Interpretive Center – Funding Request

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the expenditure of \$4,000.00 in support of the Cottonwood Canyon Education and Interpretive Center project. Motion carried.

2.7 Senior Exercise Center Proposal

Judge Thompson reported that a board made up of Latrelle Smoot, Sheri Carlson, Don Thompson and Daniel Hall has been formed to oversee the Health Maintenance Facility. The equipment being purchased can remain in its current location until the Health District site is ready.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of \$5,150.00 to purchase exercise equipment from Crystal Dodge for the proposed Health Maintenance Facility. Motion carried.

2.8 Budget Transfers & Payment Authorization

Motion by Commissioner Burnet, second by Commissioner Smith, to authorize the transfer of \$38,400.00 from the Couth General Fund to the Senior Center budget. Motion carried.

2.9 New Server/Switch Proposal

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of up to \$3,100.00 for the purchase of a new Ethernet switch. Motion carried.

2.10 Gravel Donation Request – Fair Board

A letter was presented from the Fair Board requesting 60 yards of gravel to level the ground in the entertainment/beer garden area at the fairgrounds. The Fair Board will pay the hauling fee and the employee cost.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve a donation of 60 yards of gravel to the Sherman County Fair Board to level the entertainment/beer garden area. Motion carried.

DISCUSSION ITEMS

3.1 Gorge Security Shred – City Inquiry

Melva said that the City of Wasco had contacted her about bringing material to be shredded to the County's containers. The Court suggested that Melva give the City Administrator contact information for Gorge Security Shred so they can set up their own account. Melva reported that there are now three containers in the storage building for documents to be shredded. One of them is secured with a padlock for the Sheriff's Department and Tri County Corrections' LEDS materials that have to be secure at all times until they are shredded.

3.2 Public Transit Division Grant Application

The Court reviewed the 2012-13 Grant Funds Available Application that Community Transit is submitting for the purchase of a new bus.

3.3 RV Park Solar Project – Update

Judge Thompson told the Court that there had been a problem with the solar meters being turned off at both the Road Department and the Fairgrounds. Commissioner Smith said that the meters will be now be equipped with an alarm that will send an email alert if they are tampered with.

3.4 Sherman County Opportunity to Recycle Report – 2011

Reviewed the 2011 Sherman Wasteshed Opportunity to Recycle program report.

3.5 Thank You Note – Mid-Columbia Community Action Partnership

Reviewed note thanking the County for paying the room rental during the two day Home Heating Assistance sign-up.

3.6 Commissioner Reports

Burnet – The Commission on Children and Families will terminate January 1, 2014, looking in to joining with Wasco County. The Experiment Station project is going well; the exterior rock wall is finished, drywall inside has begun. They are on track to be finished by May 6. The site can be evaluated for wireless service now.

Smith – Asked if the cell phone policy that Juvenile Director, Amber DeGrange asked about at the last meeting had been looked into. Melva said that she hadn't done anything yet, but she will. The Sr. Center wants another computer and he can configure one for them if he can get a "skeleton" to repurpose. Melva will check around the courthouse to see if there are any computers being surplusd out. There are currently 70 wireless accounts. There has been an offer of property on which to place a tower in Grass Valley at no charge. A tower is going to be placed on Reba Hall's property. Was named MCCOG Chairman. The Fair Board

adopted by-laws at its last meeting; however, it does not contain a hiring policy. County Counsel advised that one should be included.

4.0 **Consent Agenda**

- 4.1 Minutes of February 15, 2012
- 4.2 Claims – February
- 4.3 Revenue/Expenditure Summary – February
- 4.4 Treasure's Report - February

Motion by Commissioner Burnet, second by Commissioner Smith, to approve the February claims as presented. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Minutes of February 15, 2012, Revenue/Expenditure Summary for February and the Treasurer's Report for February as presented. Motion carried.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 2:45 P.M.

ATTEST:


DEPUTY CLERK


COUNTY JUDGE


COMMISSSIONER


COMMISSIONER