



Court Agenda

April 4, 2012

9:00 a.m.

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Wade McLeod, Jennifer Simpson, Katie Paul – District Attorney – Quarterly Report
- 1.2** 9:15 a.m. Dee Lieuallen, Theresa Mobley – Commission on Children & Families, Prevention – Quarterly Report
- 1.3** 9:30 a.m. Amber DeGrange – Juvenile Director – Quarterly Report
- 1.4** 9:45 a.m. Lee Langston – Building Maintenance – Quarterly Report
- 1.5** 10:00 a.m. Shawn Payne – Emergency Services – Quarterly Report
- 1.6** 10:15 a.m. Arla Melzer – Public/School Library – Quarterly Report
- 1.7** 10:30 a.m. Rod Asher – Weed/Grounds Maintenance – Quarterly Report
- 1.8** 10:45 a.m. Rod Asher – Fire Defense Board – Funding Proposal
- 1.9** 11:30 a.m. David Skakel – Tri-Co Hazardous Waste – Program Update
- 1.10** 1:15 p.m. Ivan Ritchie – School District Superintendent – Wasco Property Plans
- 1.11** 1:30 p.m. Bryan Hunt – Tri-County Veterans Service Officer – Quarterly Report
- 1.12** 2:00 p.m. Executive Session in Accordance with ORS 192.660 (2)(i) Personnel
- 1.13** 2:30 p.m. John Zakariassen, Lisa Cunningham – Citycounty Insurance Services - Updates

Additions to Agenda:

2.0 Action Items:

- 2.1 Bid Opening – 2008 Ford Crown Victoria
- 2.2 Emergency Kits for Vehicles – Authorize Purchase
- 2.3 ASET Proposal – Senior Center Security Upgrades
- 2.4 Floor Buffer/Scrubber Quotes – Senior Center
- 2.5 John Day River Territory – Funding Request
- 2.6 Wasco School Use Request – Bend Science Station

3.0 Discussion Items:

- 3.1 Wasco School Property – Next Steps
- 3.2 Amendment to ARRA Grant Agreement
- 3.3 County-Wide Cleanup – May 5th
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of March 20, 2012
4.2 Claims – March

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

April 4, 2012 9:00am

Present: County Judge Gary Thompson, Commissioner Steve Burnet, Commissioner Mike Smith, Court Administrative Assistant Melva Thomas; County Clerk Jenine McDermid.

SUMMARY OF ACTIONS TAKEN

Consensus of the court to discuss the Fire Defense Board funding proposal with the budget committee.

Motion by Commissioner Smith, second by Commissioner Burnet to recommend annual funding for Tri-County Hazardous Waste in the amount of \$7,200 to the Budget Committee. Motion carried.

Motion by Commissioner Burnet, second by Commissioner Smith 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 approve compensation step increases as requested with the exception of one position that is not eligible at this time having just received the six month step increase. Motion carried.

Motion by Commissioner Burnet, second by Judge Thompson to award the 2008 Ford Crown Victoria to Jim Gaffney with a bid of \$1,001.00. Motion carried.

Motion by Commissioner Smith, second by Commissioner Burnet to authorize the purchase of six Emergency Roadside Kits and six Triangle Safety Kits at a cost of up to \$55/vehicle for county vehicles as recommended by the safety committee using funds from appropriate department budgets. Motion carried.

Consensus of the court to authorize Judge Thompson to meet with the Senior Center manager and reevaluate panic/duress alarm needs.

Consensus of the court to continue evaluation of Senior Center floor needs.

Motion by Commissioner Burnet, second by Commissioner Smith to recommend to the budget committee a contribution of \$2,500 in support of the tourism activities of the John Day River Territory for the 2012-13 fiscal year. Motion carried.

Consensus to allow the Bend Science Station to stay at the Wasco school gym on May 29th, with no donation required

Motion by Commissioner Burnet, second by Commissioner Smith to approve the minutes of March 20, 2012 as presented. Motion carried.

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

1.0 APPOINTMENT SCHEDULE:

1.1 WADE MCLEOD, JENNIFER SIMPSON, KATIE PAUL – DISTRICT ATTORNEY – QUARTERLY REPORT:

Wade and Jennifer were present. It was reported the first quarter of 2012 was the second busiest quarter since 2005, although it was down 25% from last year. Wade added the drop may have been due to a lack of state police presence in the county; he will be meeting with the new lieutenant. Staff plans to attend a child abuse summit in a couple of weeks. The new office software is working very well and is improving office efficiency. The tech support has been very good; it seems a majority of the state is moving to this program.

1.2 DEE LIEUALLEN, THERESA MOBLEY – COMMISSION ON CHILDREN & FAMILIES, PREVENTION – QUARTERLY REPORT:

Dee and Theresa submitted a written report. The Paw Pals program continues each week at Sherman Elementary School. The OYCC grant was submitted and they will learn at the end of May if it was awarded. It is hoped the program will run from June 25th through August 17. They are again planning for the summer meal program and a town hall to reduce underage drinking. A drug take-back event is scheduled for Friday, May 14 in conjunction with the hazardous waste collection day. Staff attended state and regional coalition meetings during the quarter and has begun compiling the summer activity calendar. Grant applications were submitted to the Sherman County Cultural Coalition and the Sherman County SWCD for events in the Moro City Park and science & conservation camp. Other activities reported on included the Husky Hygiene Hustle, upcoming mandatory reporters training and SPF "Strategic Prevention Framework".

1.3 AMBER DEGRANGE – JUVENILE DIRECTOR – QUARTERLY REPORT:

Current caseload was reviewed with the court. NORCOR's "TOOLS" program (Taking Ownership of Life Skills) was discussed and there is a need for additional juvenile beds in the facility. These kids would be separated from regular detention kids. Amber reported within the last year in Sherman County 16 kids were identified as housing unstable and an option may be development of a shelter in The Dalles. Judge Thompson suggested she contact Ruby Mason of Mid-Columbia Housing Authority as a possible

funding source. Amber also reported JBAG continues to decrease in funding; the kids did a very good job cleaning up trash during the county road cleanup week. There is an arrangement with the Wasco County work crew to send Sherman County kids to this program. Also discussed were Oregon Youth Authority issues.

1.4 LEE LANGSTON – BUILDING MAINTENANCE – QUARTERLY REPORT:

Lee reported on the trim project which included the hallway, district attorney and juvenile director offices; he will work in the assessor's office last. Time was spent on a sewer line issue, a leak on the wall near the back door and installation of a backstop to keep the back door from slamming against the wall. It was suggested the backstop be placed closer to the wall so the door will remain open longer. Lee also planed off the bottom of the front doors due to installation of the new carpet at the building entrance. A maintenance schedule will be developed for the new extension/experiment station building. The new courthouse heating system is working fine. There is additional work to be done on the boiler and some concern about pulling out and cleaning of electrodes. Annual maintenance of the boiler will need to be arranged for.

1.5 SHAWN PAYNE – EMERGENCY SERVICES – QUARTERLY REPORT:

Shawn presented her quarterly report of activities January through March. She received a \$31,000 grant for a backup generator at the emergency operation center, which is the Moro Fire Hall. An ambulance inspection was completed, with only a couple of recommendations for change received. The state recommended the Rufus ambulance not be licensed as it can't be kept stocked due to its location. Shawn said Rufus is considering selling it. She reported first aid kits were prepared for county departments on behalf of the safety committee. Also discussed was the possible purchase of vehicle emergency kits. Digital switch funds will be a separate line item in the county general budget and 911 funds were discussed. Due to new legislation those will be going to Tri-Com and Wheeler County is their administrative agent. There was some question as to how those funds will be transferred into Shawn's budget. She is continuing to work on updating the hazard mitigation plan.

1.6 ARLA MELZER – PUBLIC/SCHOOL LIBRARY – QUARTERLY REPORT:

Arla presented a library use statistics report. She advised they have had a very good year and are seeing a very good turnout for their programs, many of which are through Libraries of Eastern Oregon. She gave an overview on all current library positions and duties. A courier is paid to deliver books to day cares and senior center. The SAGE system has 86 libraries involved. Upcoming programs include Victor Johnson, the annual Real Aloud with Jane Kirkpatrick, Living Roots of Music, and they will have a state poet Laureate visiting.

1.7 ROD ASHER – WEED/GROUNDS MAINTENANCE – QUARTERLY REPORT:

Tom Macnab was also present. A new weed, Houndstongue was found in the Mud Hollow area two years ago and is becoming more of a problem. They are working with

biological controls for some weeds and had a weed board tour the first of March, visiting areas with weeds in neighboring counties. Rod reported having mechanical issues with the spray truck and not much money in the sinking fund for a new truck. He will be requesting sinking fund monies during the budget process. Rod has been speaking about skeleton weed at local meetings and has talked to Sandy Macnab about planning a growers meeting focusing on skeleton weed in an effort to improve awareness in the county. They have been preparing grounds maintenance equipment for the upcoming season and will determine how to incorporate the Wasco school building grounds into their maintenance plan. Judge Thompson stated the court hopes to hire someone to maintain that property.

1.8 ROD ASHER – FIRE DEFENSE BOARD – FUNDING PROPOSAL:

Tom Macnab, Glenn Fluhr, Shawn Payne and Jim Payne were also present. The group presented a proposal for future funding needs, with items prioritized. Replacement of equipment is a high priority. They have identified match funds from the various departments. All items to be purchased would require a unanimous vote of the Fire Defense Board; funding would not be used for low priority items such as clothing. The board wants to establish a fund that could be built upon over time. It is likely they will need significant funds for upgrading the radio system. The board requested \$100,000 annually for four years for a Fire Defense Board account; currently there are no funds in this account. There is some uncertainty as to how the radios will work with the transition to narrow band; they plan to use the Sheriff's channels which should be better.

Consensus of the court to discuss the Fire Defense Board funding proposal with the budget committee.

1.9 DAVID SKAKEL – TRI-CO HAZARDOUS WASTE – PROGRAM UPDATE:

Glenn Pierce accompanied David Skakel. A PowerPoint presentation of their program was shown to the court. The program has recycled nearly one million pounds of hazardous waste. Hazardous waste collections are increasing, but garbage collection is declining, which is a funding source. They are projecting a budget shortfall of \$125,000 and are taking several steps to reduce operating expenses. There appears to be a bit of inequity between what Sherman County is paying and what the other two counties are paying. The original agreement was for \$4,200 annually and they are suggesting the annual payment be increased to \$7,200 so that all entities bear the costs equally.

Motion by Commissioner Smith, second by Commissioner Burnet to recommend annual funding for Tri-County Hazardous Waste in the amount of \$7,200 to the Budget Committee. Motion carried.

1.10 IVAN RITCHIE – SCHOOL DISTRICT SUPERINTENDENT – WASCO PROPERTY PLANS:

The school district plans to move the remaining items from the Wasco school building into storage on April 6 and hope to have everything in order by May 1. They may leave miscellaneous tables; there is some kitchen equipment remaining; a leak was notice in a

crack in the chimney. Heat strips are in place on the roof to prevent ice on the roof; there is a phone system in the building, although phones are needed. The security system is functional and computer system wiring and a wireless connection in the upstairs computer room remain in place. Ivan recommended sending out letters to organization that have been using the facility, including Mid-Columbia Bus for training purposes.

The county plans to close off the upstairs and only use the main floor. The Little League organization has contacted Judge Thompson about use of the baseball field. Ivan added the school district is still trying to buy the 11 acres north of the high school, although it may not be available for several months. The school district also is moving forward with an energy savings program through Johnson Controls.

1.11 BRYAN HUNT – TRI-COUNTY VETERANS SERVICE OFFICER – QUARTERLY REPORT:

The court reviewed Bryan's third quarter report, which included 22 in-office interviews and recoveries of \$1,119. It appears his budget may have leftover E&E funds, which Bryan would like to carry over and save toward purchase of a new vehicle.

The court met as Compensation Board at 2:05pm.

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

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

Compensation recommendations were reviewed by the court. Executive session was adjourned at 2:15pm.

Motion by Commissioner Smith, second by Commissioner Burnet to approve compensation step increases as requested with the exception of one position that is not eligible at this time having just received the six month step increase. Motion carried.

1.13 JOHN ZAKARIASSEN, LISA CUNNINGHAM – CITYCOUNTY INSURANCE SERVICES – UPDATES:

Jenine McDermid was also present. John and Lisa briefed the court regarding their walk through of the Wasco school property and based on their initial inspection it is an insurable building. Judge Thompson advised the county plans to keep the upstairs closed to the public at this point as the upstairs is not handicapped accessible. The annual Best Practices survey was successfully completed. With regard to the proposed county fleet policy, the subject of requiring proof of private insurance when driving public vehicles on county business was discussed, with John and Lisa explaining that, as well as advising in an accident situation auto insurance is primary until policy limits are exhausted, at which point health insurance coverage begins. John volunteered to teach a 2-1/2 hour "Driven to Distraction" class free of charge to all county employees; the proposed policy would

require taking the class once every three years. A number of concerns were received from county employees regarding the proposed fleet policy and these were reviewed. In order to alleviate driving history concerns, John suggested establishing a policy "from this day forward" so that past citations would not be an issue. These comments will be reviewed at the next safety committee meeting.

2.0 ACTION ITEMS:

2.1 BID OPENING – 2008 FORD CROWN VICTORIA:

Motion by Commissioner Burnet, second by Judge Thompson to award the 2008 Ford Crown Victoria to Jim Gaffney with a bid of \$1,001.00. Motion carried.

2.2 EMERGENCY KITS FOR VEHICLES – AUTHORIZE PURCHASE:

Motion by Commissioner Smith, second by Commissioner Burnet to authorize the purchase of six Emergency Roadside Kits and six Triangle Safety Kits at a cost of up to \$55/vehicle for county vehicles as recommended by the safety committee using funds from appropriate department budgets. Motion carried.

2.3 ASET PROPOSAL – SENIOR CENTER SECURITY UPGRADES:

The Court reviewed a proposal received from Senior Center Manager Jan Byram for security upgrades at the facility. There was question as to the number of panic buttons requested.

Consensus of the court to authorize Judge Thompson to meet with the Senior Center manager and reevaluate panic/duress alarm needs.

2.4 FLOOR BUFFER/SCRUBBER QUOTES – SENIOR CENTER:

Information was reviewed regarding floor buffers.

Consensus of the court to continue evaluation of Senior Center floor needs.

2.5 JOHN DAY RIVER TERRITORY – FUNDING REQUEST:

Melva Thomas explained the nature of the request, which supports tourism efforts.

Motion by Commissioner Burnet, second by Commissioner Smith to recommend to the budget committee a contribution of \$2,500 in support of the tourism activities of the John Day River Territory for the 2012-13 fiscal year. Motion carried.

2.6 WASCO SCHOOL USE REQUEST – BEND SCIENCE STATION:

Melva received a request from the Bend Science Station to spend the night in the Wasco school gym on May 29 on their field trip visit to the Biglow Canyon Wind Farm.

Consensus to allow the Bend Science Station to stay at the Wasco school gym on May 29th, with no donation required

3.0 DISCUSSION ITEMS:

3.1 WASCO SCHOOL PROPERTY – NEXT STEPS:

1,000 gallons of fuel had been ordered for the boiler. The court will need to advertise for a property management position. It was decided to continue this discussion at the next court meeting.

3.2 AMENDMENT TO ARRA GRANT AGREEMENT:

The agreement was extended for 30 days to allow for additional time to complete ARRA grant paperwork.

3.3 COUNTY-WIDE CLEANUP – MAY 5TH:

Melva reported plans were made with The Dalles Disposal for a County-Wide Cleanup Day on May 5th at the transfer station.

3.4 COMMISSIONER REPORTS:

Commissioner Burnet voiced concern about the ceiling at the extension building which had gotten wet, but is in the process of being repaired.

Commissioner Smith reported he attended both Moro and Grass Valley council meetings and that the cities are working together on code enforcement. He was appointed by the governor to the Oregon Broadband Advisory Committee. Other discussion included a loan at MCEDD for racetrack funding; Mid-Columbia Center For Living is looking to purchase land for a new building and they will be coming to the County for a possible project loan, with the Hood River facility as collateral and legal counsel needs to be consulted; Fair Board policies were discussed.

Judge Thompson advised he will be meeting with the City of Wasco about the school property; the Court discussed the RV Park restroom project and a contractor out of The Dalles may be interested in completing the structure; will need to explore extra costs of the ground mount for the solar project due to the delay of construction; the health maintenance facility progress is going smoothly so far, with possible funding available from MCCOG. He is looking for a lease expiring June 30, 2013. He attended the National Council of Juvenile Judges conference; solar panels at the RV Park have been paid off. Commissioner Smith added he will be setting up a website to monitor the solar systems that are in place.

4.0 CONSENT AGENDA:


4.1 MINUTES OF MARCH 20, 2012:

Motion by Commissioner Burnet, second by Commissioner Smith to approve the minutes of March 20, 2012 as presented. Motion carried.

4.2 CLAIMS – MARCH:

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

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED.


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COMMISSIONER

ATTEST: 
ADMINISTRATIVE ASSISTANT


COMMISSIONER