



## Court Agenda

**April 6, 2011**

**9:00 a.m.**

### **1.0 Appointment Schedule:**

- 1.1** 9:00 a.m. Georgia Macnab – Planning Department – Identify Comprehensive Economic Development Strategies (CEDS) Projects
- 1.2** 9:30 a.m. Shawn Payne – Emergency Services – Quarterly Report; Intergovernmental Agreement for Communications Service; Digital Master Switch Proposal
- 1.3** 10:00 a.m. Jenine McDermid – County Clerk – Quarterly Report
- 1.4** 10:15 a.m. Sandy Macnab – OSU Extension Service – Quarterly Report
- 1.5** 10:30 a.m. Lee Langston – Building Maintenance – Quarterly Report
- 1.6** 11:00 a.m. Wade McLeod, Jennifer Simpson – District Attorney – Quarterly Report
- 1.7** 11:15 a.m. Rod Asher – Weed Control/Grounds Maintenance – Quarterly Report
- 1.8** 1:30 p.m. Bryan Hunt – Tri-County Veterans Officer – Quarterly Report
- 1.9** 2:00 p.m. Milt Ketchum – Ketchum Enterprises – Extension/Experiment Station Project Next Steps
- 1.10** 2:30 p.m. Executive Session in Accordance with ORS 192.660 (2) (e) Property

### **Additions to Agenda:**

## 2.0 Action Items:

- 2.1 Wildlife Services Funding Request
- 2.2 Telecommunications Services Agreement
- 2.3 Surplus Property Bid Opening – 1986 Ford ½ Ton 4X4 Pickup; 1979 Ford ½ Ton 2X4 Stepside Pickup, Adams Oil Furnace
- 2.4 Baseline Road Surfacing Improvement Project

### 3.0 Discussion Items:

- 3.1 Residential Solar Program
- 3.2 Thank You Letter – Columbia Gorge Community College Foundation
- 3.3 Housing Development Proposals
- 3.4 Mandated County Services – Quick Reference Guide
- 3.5 Electronic Court Packets
- 3.6 Commissioner Reports

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

- 4.1 Minutes of March 16, 2011
- 4.2 Minutes of March 30, 2011 – Special Session
- 4.3 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 6, 2011 9:08am

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

**SUMMARY OF ACTIONS TAKEN**

**Motion** by Commissioner Smith and second by Commissioner Burnet to transfer \$100,000 from the Emergency Communications Reserve Fund for the Tri-County Communications for the Digital Master Switch project. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet forward to the budget committee a funding recommendation in the amount of \$66,915 for the USDA Wildlife position. Motion carried.

**Motion** by Commissioner Smith and second by Commissioner Burnet accept the Telecommunications Services Agreement with Management Resource LLC with a budget estimate in the amount of \$35,000 and that Sherman County be allowed to purchase the materials at a cost of \$16,000. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith award the 1979 Ford half-ton 2x4 pickup to Austen Martin for a bid of \$327. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith authorizing the Sherman County Road Department to proceed with the Baseline Road Resurfacing Improvement Project at a cost of \$100,000. Motion carried.

**Motion** by Commissioner Burnet and second by Commissioner Smith authorizing the Sherman County Road Department to advertise for bids for the Baseline Road Resurfacing Improvement Project. Motion carried.

**Motion by Commissioner Smith and second by Commissioner Burnet to approve the Sherman County OSU Extension Service/Moro Experiment Station Project schematic design and move on to the design development phase. Motion carried.**

**Motion by Commissioner Burnet and second by Commissioner Smith approve the minutes for March 16 and March 30, 2011. Motion carried.**

**Motion by Commissioner Smith and second by Commissioner Burnet approve the March claims as presented. Motion carried.**

**Motion by Commissioner Smith and second by Commissioner Burnet at 2:56pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) for a discussion regarding property.**

### **1.1 PLANNING DEPARTMENT – IDENTIFY COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGIES (CEDs) PROJECTS – GEORGIA MACNAB:**

Georgia met with the Court to identify public works and technical assistance projects within the county for the annual CEDs report. Projects will be prioritized at the April 20 court meeting.

### **1.2 EMERGENCY SERVICES – QUARTERLY REPORT; INTERGOVERNMENTAL AGREEMENT FOR COMMUNICATIONS SERVICE; DIGITAL MASTER SWITCH PROPOSAL – SHAWN PAYNE:**

Emergency Services Director Shawn Payne presented her quarterly activity report to the Court. She will be working with Oregon State Parks and Life Flight to identify helicopter landing zones in the vicinity of Cottonwood Canyon State Park. Also discussed were updates to the Ambulance Service Area plan, which will be approved at a future court meeting. Shawn presented a draft of an Intergovernmental Agreement for Communications Service in Sherman County, which would combine the 911 User Board and 911 Executive Board into one entity.

It was also reported the 911 Communications board met and recommended the transfer of \$100,000 from the Emergency Communications Reserve Fund and to be used toward the Digital Master Switch, if approved by the Court.

**Motion by Commissioner Smith and second by Commissioner Burnet to transfer \$100,000 from the Emergency Communications Reserve Fund for the Tri-County Communications for the Digital Master Switch project. Motion carried.**

### **1.3 COUNTY CLERK – QUARTERLY REPORT – JENINE MCDERMID:**

The Court heard from Jenine McDermid regarding the semi-annual clerk's conference and annual City/County Insurance conference; issues affecting elections and recording are currently before the legislature; preparations for the upcoming May 17 special election; the clerk's office is now offering passport photos for a \$10 fee.

#### **1.4 OSU EXTENSION SERVICE – QUARTERLY REPORT – SANDY MACNAB:**

Sandy Macnab advised Cindy Brown was recently hired for the county youth position and she has begun a 4-H gardening club. The Court agreed to allow a garden demo plot in the backyard of the current extension office facility. This year marks the extension centennial and a rally is planned for April 21 at the state capitol. Sandy also reported Extension is undergoing reorganization and offices will be regionalized.

#### **1.5 BUILDING MAINTENANCE – QUARTERLY REPORT – LEE LANGSTON:**

Work is being done on trim in courthouse offices. The railing near the cupola area on the roof was discussed; it was suggested this be replaced after the courthouse renovation project is complete.

#### **1.6 DISTRICT ATTORNEY – QUARTERLY REPORT – WADE MCLEOD & JENNIFER SIMPSON:**

With their quarterly report, it was learned the District Attorney's office case load has increased over the previous year. Statutes are available in the courthouse and the law library is also available online.

#### **1.7 WEED CONTROL/GROUNDS MAINTENANCE – QUARTERLY REPORT – ROD ASHER:**

BLM will not be providing any funding for noxious weed control this year. SWCD has taken an interest in noxious weeds this year. Rod also reported on vandalism at DeMoss Springs Park; installation of a video surveillance sign was considered. The corral at DeMoss Park is seeing much use, by both horses and dogs.

#### **2.1 WILDLIFE SERVICES FUNDING REQUEST:**

A request was received from USDA for a 2011-12 budget request in the amount of \$66,915 for the county wildlife services program.

**Motion by Commissioner Smith and second by Commissioner Burnet forward to the budget committee a funding recommendation in the amount of \$66,915 for the USDA Wildlife position.**

#### **2.2 TELECOMMUNICATIONS SERVICES AGREEMENT:**

A telecommunications services agreement was received from Management Resource LLC. Commissioner Smith reported agreements will follow from local facilities for antennae placement.

**Motion by Commissioner Smith and second by Commissioner Burnet accept the Telecommunications Services Agreement with Management Resource LLC with a budget estimate in the amount of \$35,000 and that Sherman County be allowed to purchase the materials at a cost of \$16,000. Motion carried.**

### **2.3 SURPLUS PROPERTY BID OPENING – 1986 FORD ½ TON 4X4 PICKUP; 1979 FORD ½ TON 2X4 STEPSIDE PICKUP; ADAMS OIL FURNACE:**

A bid was received for the 1979 Ford half ton 2x4 pickup. No other bids were received.

**Motion by Commissioner Burnet and second by Commissioner Smith award the 1979 Ford half-ton 2x4 pickup to Austen Martin for a bid of \$327. Motion carried.**

### **2.4 BASELINE ROAD SURFACING IMPROVEMENT PROJECT:**

The Court received draft documents from Tenneson Engineering for the Baseline Road Surfacing Project.

**Motion by Commissioner Burnet and second by Commissioner Smith authorizing the Sherman County Road Department to proceed with the Baseline Road Resurfacing Improvement Project at a cost of \$100,000. Motion carried.**

**Motion by Commissioner Burnet and second by Commissioner Smith authorizing the Sherman County Road Department to advertise for bids for the Baseline Road Resurfacing Improvement Project. Motion carried.**

### **3.1 RESIDENTIAL SOLAR PROGRAM:**

The Court discussed a possible residential solar program. This will be discussed at the next court meeting.

### **3.2 THANK YOU LETTER – COLUMBIA GORGE COMMUNITY COLLEGE FOUNDATION:**

A thank you letter was received from the Columbia Gorge Community College Foundation for Sherman County's \$2,500 contribution, with preference given to students from Sherman County.

### **3.4 MANDATED COUNTY SERVICES – QUICK REFERENCE GUIDE:**

The Court reviewed this document, which outlined statutorily required county services.

### **1.8 TRI-COUNTY VETERANS OFFICER – QUARTERLY REPORT – BRYAN HUNT:**

Bryan Hunt presented his quarterly report, including his activity reports and other information. He will be lining up a float for the veterans so they can participate in the Wasco Memorial Day Celebration parade.

### **3.5 ELECTRONIC COURT PACKETS:**

A suggestion had been made for court packets to be delivered electronically. After discussion, it was decided to maintain the current paper format.



## **1.8 EXTENTION/EXPERIMENT STATION PROJECT NEXT STEPS – MILT KETCHUM, KETCHUM ENTERPRISES:**

A schematic design of the proposed Sherman County OSU Extension Service/Moro Experiment Station Project was reviewed. County Counsel Will Carey was also present. He made suggestions regarding cartilage around the building and good access for this 99 year lease. The project will be bid in mid-June for completion by the end of the year. The City of Moro has approved hookup to their sewer system.

**Motion by Commissioner Smith and second by Commissioner Burnet to approve the Sherman County OSU Extension Service/Moro Experiment Station Project schematic design and move on to the design development phase. Motion carried.**

### **4.0 CONSENT AGENDA:**

#### **4.1 MINUTES OF MARCH 16, 2011**

#### **4.2 MINUTES OF MARCH 30, 2011 – SPECIAL SESSION**

#### **4.3 CLAIMS – MARCH**

**Motion by Commissioner Burnet and second by Commissioner Smith approve the minutes for March 16 and March 30, 2011. Motion carried.**

**Motion by Commissioner Smith and second by Commissioner Burnet approve the March claims as presented. Motion carried.**

### **3.6 COMMISSIONER REPORTS:**

Commissioner Smith reported Mid-Columbia Center for Living is applying for a community block grant for funding of their new facility. Wasco County is being asked to become a sponsoring county and Sherman County may also be approached. He also spoke about a meeting he attended with Duane Francis of Mid Columbia Medical Center regarding public health issues.

Judge Thompson has asked North Central Public Health District for separate reporting of cases per county illustrating how funding is spent locally. He and Ivan Ritchie were interviewed at a press conference in Portland, with local television and newspapers reporting. Judge Thompson met with Senator Merkely to discuss BPA. He also wrote to the EPA regarding a new plan on charging wind companies additional fees for transmission.

## **1.10 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2) (e) PROPERTY:**

**Motion by Commissioner Smith and second by Commissioner Burnet at 2:56pm to adjourn into Executive Session in accordance with ORS 192.660 (2) (e) for a discussion regarding property. Also in attendance were Scott Turnoy, Debbie Hayden and Ron McDermid.**

Executive session was adjourned at 4:32pm.

The Court discussed the fairgrounds house and what repairs to focus on. Commissioner Burnet suggested developing a list of priorities, including quotes for repairs. There is funding available in the Fair Reserve Fund. The Fair Board asked the county to establish a rental rate for the house. Commissioner Smith was asked to relay to the Fair Board if the County pays for the house repairs the County should receive the rental income or if the Fair Board does the repairs, then they would keep the rental income. Commissioner Smith was asked to have the fair board develop a list of priorities for all projects at the fairgrounds, including cost.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED  
AT 4:39 PM.

  
COUNTY JUDGE

ATTEST:   
COUNTY CLERK

  
COMMISSIONER

  
COMMISSIONER