



Court Agenda

June 1, 2011

8:30 a.m.

**Staff Meeting – All Department Heads
Re: Potential Human Resource Services
Coffee & Donuts**

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Dee Lieuallen, Theresa Mobley – Commission on Children & Families – Oregon Youth Conservation Corps Contract; Crew Leader and Crew Member Recommendations
- 1.2** 10:00 a.m. Rand Rietmann – SAIF Corporation – Workers Compensation Renewal for 2011-12 Fiscal Year
- 1.3** 10:30 a.m. Little Wheats, Inc. – Funding Request
- 1.4** 10:45 a.m. Carrie Somnis – Sherman Preschool – Funding Request
- 1.5** 11:00 a.m. Jeremy Shull – North Sherman Preschool – Funding Request
- 1.6** 11:15 a.m. Melva Thomas – ABC Huskies Day Care – Funding Request

Additions to Agenda:

2.0 Action Items:

- 2.1 Community Mediation Services
- 2.2 Early Childhood Program Fund Allocations
- 2.3 Solar Electric System Contract – Hire Electric (Sherman County RV Park)
- 2.4 Adopt Resolution in the Matter of Implementing GASB 54 by Adopting a Fund Balance Policy, Committing The Ending Fund Balances of All Special Revenue Funds for Specific Purposes and Delegating Authority to the Finance Director for Assigning Beginning Fund Balances
- 2.5 Work and Financial Plan between Sherman County and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (APHIS-WS)
- 2.6 Letter of Resignation – Katie Kelley

3.0 Discussion Items:

- 3.1 Senior Center Manager – Interview Process
- 3.2 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of May 18, 2011
- 4.2 Claims – May

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

June 1, 2011 9:30am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners; Melva Thomas, Court Administrative Assistant; Dee Lieuallen, Theresa Mobley; Jenine McDermid, County Clerk.

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Smith and second by Commissioner Burnet to approve Grant #GRNT0690 between the State of Oregon, acting by and through the Oregon Department of Community Colleges, Workforce Development and the Oregon Youth Conservation Corps, and Sherman County Commission on Children and Families as Grantee for an amount not to exceed \$11,111 for the 2011 summer youth work program and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to approve the hiring of Carey Hughes as Crew Leader and Krista Perisho, Zach Smith, Daisy Rudometkin, Audrey Kaseberg, Miranda Hughes and Shaun Casper as Crew Members for the Oregon Youth Conservation Corps 2011 summer program as recommended by Commission on Children and Families staff. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to sign the 2011-2012 SAIF Worker's Compensation Insurance renewal proposal and authorize annual prepaid installment due July 10, 2011 in the amount of \$50,042.00. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to select Six Rivers Community Mediation Services as Grantee to receive Oregon Office for Community Dispute Resolution (OOCDR) funding for the 2011-2013 biennium to provide community dispute resolution services in the Multi-County Region and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Smith second by Commissioner Burnet to approve the following Early Childhood Program allocations: ABC Huskies Day Care \$13,000; Little Wheats, Inc. \$16,000; North Sherman Preschool \$15,000; Sherman Preschool \$20,000. Motion carried.

Motion by Commissioner Smith second by Commissioner Burnet to accept the Hire Electric bid for the installation of a 9.45 kW roof mounted solar array on the New Construction Restroom Roof at Sherman County RV Park with a project cost of \$61,433 and authorize Judge Thompson to sign the Hire Electric, Inc. Solar Electric System Contract. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to adopt Resolution in the Matter of Implementing GASB 54 by Adopting a Fund Balance Policy, Committing the Ending Fund Balances of All Special Revenue Funds for Specific Purposes and Delegating Authority to the Finance Director for "Assigning" Beginning Fund Balances. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the Work and Financial Plan between Sherman County and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (APHIS-WS) for the cooperative wildlife services program in Sherman County for the period of July 1, 2011 through June 30, 2012 and authorize Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to accept the letter of resignation from Katie Kelley as Senior Center Manager, Respite Care Coordinator and Director of Victims' Assistance Program to be effective on June 3, 2011. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve a 1.5% increase in solid waste disposal fees, to help off-set rising operational costs, effective July 1, 2011, as requested The Dalles Disposal. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve Agreement No. 27772 between The State of Oregon, acting by and through its Department of Transportation, Public Transit Division, and Sherman County to secure funding for Sherman County Community Transit operations in the amount of \$30,000.00 for the term of July 1, 2011 through June 30, 2013 and authorizing Judge Thompson to sign. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to adopt a resolution in the matter of the County Court authorizing the transfer of funds within the County General, Community Transit, Ambulance, Respite Care Services, CR&I Reserve, Community Development, Court Security, Emergency Services, DA-V/WAP, General Road, County Fair, Tri-County Corrections, Tri-County Veterans, Senior Center, Library Project, Renewable Resources, Resident Comp, Fairgrounds & Building Reserve, and SIP Community Services Fees Funds as requested. Motion carried.

Consensus of the Court to not consider a letter received from the Sherman County Commission on Children and Families offering their services at the Senior Center facility.

Motion by Commissioner Burnet and second by Commissioner Smith to approve the May 18, 2011 minutes as presented. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to approve claims for the month of May as presented. Motion carried.

1.1 COMMISSION ON CHILDREN & FAMILIES – OREGON YOUTH CONSERVATION CORPS CONTRACT; CREW LEADER AND CREW MEMBER RECOMMENDATIONS – DEE LIEUALLEN AND THERESA MOBLEY:

The Court reviewed a grant application for the OYCC 2011 Summer Conservation Corps Grant Program.

Motion by Commissioner Smith and second by Commissioner Burnet to approve Grant #GRNT0690 between the State of Oregon, acting by and through the Oregon Department of Community Colleges, Workforce Development and the Oregon Youth Conservation Corps, and Sherman County Commission on Children and Families as Grantee for an amount not to exceed \$11,111 for the 2011 summer youth work program and authorizing Judge Thompson to sign. Motion carried.

The next item of business concerned recommendations for the OYCC summer work crew and leader.

Motion by Commissioner Burnet and second by Commissioner Smith to approve the hiring of Carey Hughes as Crew Leader and Krista Perisho, Zach Smith, Daisy Rudometkin, Audrey Kaseberg, Miranda Hughes and Shaun Casper as Crew Members for the Oregon Youth Conservation Corps 2011 summer program as recommended by Commission on Children and Families staff. Motion carried.

1.2 SAIF CORPORATION – WORKERS COMPENSATION RENEWAL FOR 2011-12 FISCAL YEAR – RAND RIETMANN:

SAIF Corporation representative Rand Rietmann met with the Court to review the County's workers compensation rating and premium estimate for 2011-12. He said the county's cost is below the previous year and experience rating is below 1.0 which illustrate how well the county is doing in managing workers comp insurance and injuries.

Motion by Commissioner Burnet and second by Commissioner Smith to sign the 2011-2012 SAIF Worker's Compensation Insurance renewal proposal and authorize annual prepay installment due July 10, 2011 in the amount of \$50,042.00. Motion carried.

1.3 LITTLE WHEATS, INC. – FUNDING REQUEST

Kristie Coelsch represented Little Wheat's to review their 2011-12 funding request in the amount of \$16,000 with the Court. Previous funding went toward purchase of the facility. This request will help fund staffing and other operating expenses, including educational goals and a new computer.

1.4 SHERMAN COOPERATIVE PRESCHOOL – FUNDING REQUEST

Carrie Somnis and Angela Thompson discussed their request with the Court. The preschool requested funding assistance in the amount of \$20,000 for 2011-12. The board hopes to hire a director, which would give the preschool continuity of operations and assistance for instructors so they can focus solely on teaching.

1.5 NORTH SHERMAN PRESCHOOL – FUNDING REQUEST

Denise Riggs and Jeremy Shull presented their funding request in the amount of \$15,000. There was discussion amongst the preschools regarding being recorded as a child care center versus being licensed. There is a \$100 fee plus \$2 per child per year if an entity is licensed, which they are being encouraged to do. A majority of funding will go toward wages and they will need to designate a person for food prep if their student numbers increase as expected.

Commissioner Burnet pointed out all entities that have requested funding seem to share common needs for administration and food purchasing. There was discussion about possible benefits of combining similar services; this would not work for the location of preschool facilities due to logistics, but sharing a director was one possibility. Melva added ABC Huskies' food purchasing program is different due to their after school program. Additionally, all entities were unsure about how possible funding changes from the Commission on Children and Families would affect their programs.

1.6 ABC HUSKIES DAY CARE – FUNDING REQUEST

Melva Thomas represented ABC Huskies Day Care with a request for funding in the amount of \$13,000 for fiscal year 2011-12, primarily for staff salaries. They were not requesting food program funding.

1.7 COURTHOUSE RENOVATION PROJECT UPDATE – FACILITIES COMMITTEE MEMBER RON MCDERMID:

Ron McDermid reported another change order is forthcoming. Judge Thompson or any other member of the county court has authorization to approve change orders. Court members can be emailed if there is any question with regard to order or amount.

It was reported the red storage building was successfully moved to the Sherman County RV Park by the county road department after the original mover failed to show. The oil tank was moved; Melva and Ron will work on the sale advertisement. The estimated weight of the tank is 7,500 pounds. The new underground propane tank has been

installed and inspection is complete. Asbestos containing materials related to the project were removed and a staff meeting was held to inform all interested parties of the process. The first biweekly progress meeting was held successfully. At this point the renovation project is progressing along well. A set of as-built blueprints will be made available to the county when the project is complete.

When Court reconvened after lunch, they were joined by Art Buether and Tom Macnab. Art was interested in the county wireless project and court members described the forthcoming project to those present.

1.8 NEXT STEPS ON HOUSE REMODEL PROJECT AT FAIRGROUNDS – FAIR BOARD – BETH MCCURDY, KARL RICHTER:

Beth McCurdy heard from the contractor regarding work on the house. It was agreed the project should move forward as planned. It was noted new smoke and radon detectors should be placed in the house at the appropriate locations. Beth said the bath tub will be replaced based on the recommendation of the contractor. Tom Macnab said Cascade Fire Equipment tested for carbon monoxide and methane with the results being negative.

Also discussed was correspondence received from Lisa Cunningham of Western States Insurance regarding insurance questions. The fair board will need to develop policies for use of the fairgrounds and the County is covered with recreational immunity for non-sponsored activities. Beth said people have been dropping by to use the fairgrounds, which the fair board may need to regulate. It was noted Lisa Cunningham and Jenine McDermid will attend the next fair board meeting.

2.1 SELECT GRANTEE FOR COMMUNITY MEDIATION SERVICES:

Correspondence was received from Wasco County regarding the selection of a grantee for OOCDR funding. It was determined Six Rivers Community Mediation Services is an eligible grantee for OOCDR funding and to provide community dispute resolution services.

Motion by Commissioner Burnet and second by Commissioner Smith to select Six Rivers Community Mediation Services as Grantee to receive Oregon Office for Community Dispute Resolution (OOCDR) funding for the 2011-2013 biennium to provide community dispute resolution services in the Multi-County Region and authorize Judge Thompson to sign. Motion carried.

2.2 EARLY CHILDHOOD PROGRAM FUND ALLOCATIONS:

Motion by Commissioner Smith second by Commissioner Burnet to approve the following Early Childhood Program allocations: ABC Huskies Day Care \$13,000; Little Wheats, Inc. \$16,000; North Sherman Preschool \$15,000; Sherman Preschool \$20,000. Motion carried.

2.3 SOLAR ELECTRIC SYSTEM CONTRACT – HIRE ELECTRIC (SHERMAN COUNTY RV PARK):

An agreement was received and reviewed for the installation of solar panels on the roof of the new restroom facility at the Sherman County RV Park.

Motion by Commissioner Smith second by Commissioner Burnet to accept the Hire Electric bid for the installation of a 9.45 kW roof mounted solar array on the New Construction Restroom Roof at Sherman County RV Park with a project cost of \$61,433 and authorize Judge Thompson to sign the Hire Electric, Inc. Solar Electric System Contract. Motion carried.

2.4 ADOPT RESOLUTION IN THE MATTER OF IMPLEMENTING GASB 54 BY ADOPTING A FUND BALANCE POLICY, COMMITTING THE ENDING FUND BALANCES OF ALL SPECIAL REVENUE FUNDS FOR SPECIFIC PURPOSES AND DELEGATING AUTHORITY TO THE FINANCE DIRECTOR FOR ASSIGNING BEGINNING FUND BALANCES:

Motion by Commissioner Burnet and second by Commissioner Smith to adopt Resolution in the Matter of Implementing GASB 54 by Adopting a Fund Balance Policy, Committing the Ending Fund Balances of All Special Revenue Funds for Specific Purposes and Delegating Authority to the Finance Director for “Assigning” Beginning Fund Balances. Motion carried.

2.5 WORK AND FINANCIAL PLAN BETWEEN SHERMAN COUNTY AND UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE WILDLIFE SERVICES (APHIS-WS):

The Court received the Work and Financial Plan and Cooperative Service Agreement between USDA, APHIS, Wildlife Services and Sherman County for their approval.

Motion by Commissioner Smith and second by Commissioner Burnet to approve the Work and Financial Plan between Sherman County and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (APHIS-WS) for the cooperative wildlife services program in Sherman County for the period of July 1, 2011 through June 30, 2012 and authorize Judge Thompson to sign. Motion carried.

2.6 LETTER OF RESIGNATION - KATIE KELLEY:

A letter of resignation was received from Senior Center Manager Katie Kelley.

Motion by Commissioner Burnet and second by Commissioner Smith to accept the letter of resignation from Katie Kelley as Senior Center Manager, Respite Care Coordinator and Director of Victims’ Assistance Program to be effective on June 3, 2011. Motion carried.

2.7 RATE INCREASE REQUEST – THE DALLES DISPOSAL:

Correspondence was received regarding the proposed rate increase. It was agreed it is better to raise in smaller increments than skip a year or two and request a larger increase.

Motion by Commissioner Smith and second by Commissioner Burnet to approve a **1.5% increase in solid waste disposal fees, to help off-set rising operational costs, effective July 1, 2011, as requested The Dalles Disposal. Motion carried.**

2.8 ODOT SPECIAL TRANSPORTATION FUND (STF) AGREEMENT FOR DISCRETIONARY FUNDING:

Motion by Commissioner Smith and second by Commissioner Burnet to approve Agreement No. 27772 between The State of Oregon, acting by and through its Department of Transportation, Public Transit Division, and Sherman County to secure funding for Sherman County Community Transit operations in the amount of \$30,000.00 for the term of July 1, 2011 through June 30, 2013 and authorizing Judge Thompson to sign. Motion carried.

2.9 RESOLUTION IN THE MATTER OF APPROVING THE TRANSFER OF FUNDS:

Motion by Commissioner Burnet and second by Commissioner Smith to adopt a resolution in the matter of the County Court authorizing the transfer of funds within the County General, Community Transit, Ambulance, Respite Care Services, CR&I Reserve, Community Development, Court Security, Emergency Services, DA-V/WAP, General Road, County Fair, Tri-County Corrections, Tri-County Veterans, Senior Center, Library Project, Renewable Resources, Resident Comp, Fairgrounds & Building Reserve, and SIP Community Services Fees Funds as requested. Motion carried.

3.1 SENIOR CENTER MANAGER - INTERVIEW PROCESS:

Melva reported she has received completed applications and is expecting others to arrive prior to the deadline. It was agreed Linda Cornie will be asked if she is interested in covering the office until a replacement is selected. The interview committee will consist of Don Thompson, Marvin Meyers and Commissioner Smith.

Consensus of the Court to not consider a letter received from the Sherman County Commission on Children and Families offering their services at the Senior Center facility.

3.2 NEW SERVER SPECS:

Correspondence was received from Lanny Beach of NCESD describing specs for the new courthouse server. Commissioner Smith advised the new server should have 32 megs and a redundant power supply. The current server is 6-7 years old and has a battery backup; the battery should be replaced every three years.

3.3 COMMISSIONER REPORTS:

Commissioner Smith updated the Court on progress made toward installation of the wireless network. With regard to the NACO bus tour, Colleen Schafroth is checking into the cost of a drink and snack at the Maryhill Museum stop; also discussed were ideas for interpretation of the scenery along the gorge during the bus trip.

Commissioner Burnet advised he understood NORCOR will need less financial support than anticipated. With regard to the Extension Office/Experiment Station project, additional funding was received and the project will go out for bid mid-June.

Judge Thompson spent the previous week at Anaheim attending a wind conference, during which contact was made with 20-25 companies looking to move into the Mid-Columbia area for the Shepard's Flat project. He and Jessica Metta will recontact and invite them to an open house this fall. Judge Thompson sat in on a news conference with Earl Blumenauer regarding BPA renewable energy issues; he also reported on meetings with the Department of Energy and Department of State Lands.

4.0 CONSENT AGENDA:

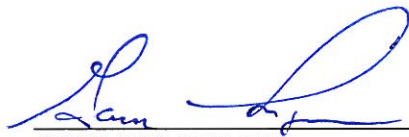
4.1 MINUTES OF MAY 18, 2011:

Motion by Commissioner Burnet and second by Commissioner Smith to approve the May 18, 2011 minutes as presented. Motion carried.

4.2 CLAIMS – MAY 2011

Motion by Commissioner Smith and second by Commissioner Burnet to approve the claims for the month of May as presented. Motion carried.

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 2:25pm.



COUNTY JUDGE

ATTEST: 

COUNTY CLERK



COMMISSIONER

COMMISSIONER