



Court Agenda

August 18, 2010

**8:30 a.m.
Staff Meeting**

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Jenine McDermid – Clerk – Quarterly Report
- 1.2** 9:45 a.m. Debbie Hayden – Finance Director – Quarterly Report
- 1.3** 10:00 a.m. Donna Birtwistle, Brenna Dunlap, Ivan Ritchie – Northeast Oregon Area Health Education Center – Overview of Organization
- 1.4** 10:30 a.m. Ron McDermid – Facilities Committee – Consultant Reports
- 1.5** 11:30 a.m. Rick Lindahl – Invictus Networks – Consulting Proposal for Sherman County Wireless Broadband Network
- 1.6** 1:30 p.m. Executive Session in Accordance with ORS 192.660 (2)(e) Property, (h) Legal Rights; Will Carey County Counsel

Additions to Agenda:

2.0 Action Items:

- 2.1 Gorge Technology Alliance Sponsorship
- 2.2 Fiscal Year 2011 Work & Financial Plan – USDA, Animal & Plant Health Inspection Service, Wildlife Services and Sherman County
- 2.3 Cooperative Service Agreement between Sherman County and USDA, Animal & Plant Health Inspection Service, Wildlife Services
- 2.4 Estimate for Subaru Repairs
- 2.5 Authorize Additional Funds for Electrical Work – Hage Electric

3.0 Discussion Items:

- 3.1 Exceptional Food Safety Recognition Program
- 3.2 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of August 4, 2010
- 4.2 Revenue/Expenditure Summary – July
- 4.3 Treasurer's Report – July

5.0 Future Agenda Items:

***If necessary, an Executive Session may be held in accordance with:*

<i>ORS 192.660 (2) (d) Labor Negotiations</i>	<i>ORS 192.660 (2) (h) Legal Rights</i>
<i>ORS 192.660 (2) (e) Property</i>	<i>ORS 192.660 (2) (i) Personnel</i>



SHERMAN COUNTY COURT
REGULAR SESSION
Sherman County Circuit Courtroom

MINUTES

August 18, 2010 9:30am

Present: Gary Thompson, County Judge; Steve Burnet and Mike Smith, Commissioners; Melva Thomas, Court Administrative Assistant; Jenine McDermid, County Clerk; Brenna Dunlap, Amy Dunkak, Visitors.

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner Smith and second by Commissioner Burnet to authorize payment of bills for ongoing work on the Pavilion and house at the Fairgrounds from the building reserve fund covering all costs from Nisbet Construction and charges for materials from Perry Thurston. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith authorizing the expenditure of \$3,240 to Daryl Sieker Architect LLC for window construction documents, \$3,500 to Athay & Associates, Inc. for the electrical schematic design and \$2,525 to ATP Engineering, Inc. for HVAC engineering fees and authorizing Judge Thompson to sign. Motion carried.

Consensus to appoint Ron McDermid as county liaison to the Energy Trust of Oregon and Oregon Department of Energy.

Motion by Commissioner Burnet and second by Commissioner Smith authorizing the allowance of an additional request in the amount of \$2,840 for the purchase of a 2010 Chevy Silverado pickup from Hubbard Chevrolet and to declare the 2000 Chevy Blazer S-10 surplus for the purpose of a trade in. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to make a donation in the amount of \$500 to become a silicon member with the Gorge Technology Alliance. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to approve and authorize Judge Thompson to sign the Cooperative Service Agreement and Work and Financial Plan between Sherman County and the United States Department of Agriculture. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet to add an additional \$29.20 to the electrical work proposal with Hage Electric. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to hire Ketchum Enterprises as project consultant for the new experiment station and bring all interested parties together to facilitate coordination of a discussion regarding the structure, with payment from the existing agreement on May 5, 2010. Motion carried.

Motion by Commissioner Burnet and second by Commissioner Smith to appoint Edythe Moreau to the Senior Center Advisory Board. Motion carried.

Motion by Commissioner Smith and second by Commissioner Burnet approving the transfer of funds from County General to other funds as listed on the memo from the Sherman County Finance Director dated August 18, 2010. Motion carried.

Motion by Commissioner Smith second by Commissioner Burnet to accept the proposal received from Bill Fashing establishing an intergovernmental agreement with Mid-Columbia Council of Governments to assist in efforts to alleviate housing shortages at a sum not to exceed \$6,000. Motion carried.

Motion by Commissioner Smith second by Commissioner Burnet to accept the consent agenda as corrected. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith at 3:10pm to adjourn into executive session regarding ORS 192.660(2)(e) Property, (h) Legal Rights. Motion carried.

1.1 QUARTERLY REPORT – JENINE MCDERMID, COUNTY CLERK:

Jenine McDermid reported on a busy second quarter for the clerk's office including the primary election, change in staff, acquisition of a drive up ballot box, a slight drop in the number of recordings and an offer from a genealogical research firm to digitize select historical county records.

1.2 QUARTERLY REPORT – DEBBIE HAYDEN, FINANCE DIRECTOR:

Debbie Hayden discussed with the Court her many activities, including a total number to date of 685 resident compensation program applications received, which is a 16%

increase over 2009. She presented the 2010 foreclosure list and also reported on aspects of the IRS audit and a request for payment of fairground-related construction expenses.

Motion by Commissioner Smith and second by Commissioner Burnet to authorize payment of bills for ongoing work on the Pavilion and house at the Fairgrounds from the building reserve fund covering all costs from Nisbet Construction and charges for materials from Perry Thurston. Motion carried.

1.3 NORTHEAST OREGON AREA HEALTH EDUCATION CENTER – OVERVIEW OF ORGANIZATION – DONNA BIRTWISTLE, BRENN DUNLAP AND IVAN RITCHIE:

Also present was Amy Dunkak, Executive Director and Mark Corey, FNP. Donna Birtwistle explained the center's mission of using education to bring health care experts to rural Oregon. A recently conducted survey concluded that few residents are aware of their organization. Offered programs were explained, including promoting health care careers to students. Sherman County School District has been awarded grants in the past for a health care day. The group hopes to form a partnership with the hospital and clinic and suggestions were offered for involving parents and students. A high school student has been interning at the Moro Medical Clinic part-time to gain experience. The hope is to gain interest so that in the future children return to the county as trained professionals. Ivan Ritchie suggested that school guidance counselor Gary Shelton is contacted and that there are approximately 25 students in the class of 2011.

1.4 FACILITIES COMMITTEE – CONSULTANT REPORTS – RON MCDERMID:

Ron McDermid presented a project cost opinion for the proposed courthouse upgrades in the total amount of \$531,639, with most studies having been completed and paid. He reported Larry McGinnis has spoken with Diana Frechetti at the Energy Trust and is ready to proceed with the grant application. The concept phase is complete, with approval needed by the Court for the schematics phase. Engineers will collaborate to complete this phase, which would be completed 3-4 weeks after being authorized. After schematics, the design development phase occurs, and at that point the Court can make a final decision on proceeding with the project. If awarded, the homeland security grant will cover a portion of the generator cost. The federal grant would cover up to a 50% match for the entire upgrade project. Ron is willing to assist with the federal grant process.

The telecommunications portion would be interfaced with other project goals as shown in the project timeline document. The bidding process will begin after the studies are completed and the Court is ready to proceed. A possible project start date is May 1, 2011. Offices disruptions will need to be managed for during the construction process, which could take 3-4 months. Project costs are allocated from the building contingency fund and will bridge over two fiscal years.

Motion by Commissioner Burnet second by Commissioner Smith authorizing the expenditure of \$3,240 to Daryl Sieker Architect LLC for window construction documents, \$3,500 to Athay & Associates, Inc. for the electrical schematic design and \$2,525 to ATP Engineering, Inc. for HVAC engineering fees and authorizing Judge Thompson to sign. Motion carried.

Consensus to appoint Ron McDermid as county liaison to the Energy Trust of Oregon and Oregon Department of Energy.

1.5 EMERGENCY SERVICES – VEHICLE PURCHASE PROPOSAL – SHAWN PAYNE:

The emergency services vehicle is again in need of repairs at an estimated cost of \$2,198, while the Blue Book value on the 2000 Blazer S-10 is \$3,500. Shawn Payne presented a letter and five bids for crew cab vehicles, two of which are state bids. A light bar will also need to be installed on the new vehicle. There is currently \$25,600 in the emergency services reserve fund.

Motion by Commissioner Burnet and second by Commissioner Smith authorizing the allowance of an additional request in the amount of \$2,840 for the purchase of a 2010 Chevy Silverado pickup from Hubbard Chevrolet and to declare the 2000 Chevy Blazer S-10 surplus for the purpose of a trade in. Motion carried.

2.1 GORGE TECHNOLOGY ALLIANCE SPONSORSHIP:

A letter was received from Jessica Metta, Executive Director of Gorge Technology Alliance soliciting a sponsorship donation from the county.

Motion by Commissioner Smith and second by Commissioner Burnet to make a donation in the amount of \$500 to become a silicon member with the Gorge Technology Alliance. Motion carried.

2.2 & 2.3 FISCAL YEAR 2011 WORK & FINANCIAL PLAN – USDA, ANIMAL & PLANT HEALTH INSPECTION SERVICE, WILDLIFE SERVICES AND SHERMAN COUNTY; COOPERATIVE SERVICE AGREEMENT BETWEEN SHERMAN COUNTY AND USDA, ANIMAL & PLANT HEALTH INSPECTION SERVICE, WILDLIFE SERVICES

Agreements were received from the USDA for the fiscal year 2011 Work and Financial Plan and the Cooperative Service Agreement Trust Fund.

Motion by Commissioner Burnet and second by Commissioner Smith to approve and authorize Judge Thompson to sign the Cooperative Service Agreement and Work and Financial Plan between Sherman County and the United States Department of Agriculture. Motion carried.

2.4 ESTIMATE FOR SUBARU REPAIRS:

Estimates were received for body damage repairs to the 2002 Subaru, ranging from \$1,774.15, not including door replacement to \$2,147.76, including the door. Jenine will contact Western States Insurance with additional questions.

2.5 AUTHORIZE ADDITIONAL FUNDS FOR ELECTRICAL WORK – HAGE ELECTRIC:

Motion by Commissioner Smith and second by Commissioner Burnet to add an additional \$29.20 to the electrical work proposal with Hage Electric. Motion carried.

2.6 REPLACE RAISED BED EDGING – COURTHOUSE:

The Court discussed installation of edging along the flower beds at the front of the courthouse. It was decided to request a written quote for this service.

1.6 CONSULTING PROPOSAL FOR SHERMAN COUNTY WIRELESS BROADBAND NETWORK – INVICTUS NETWORKS – RICK LINDAHL:

Rick Lindahl and Dan Devlin discussed a possible county-wide wireless network. This would be designed using standard Wifi hardware, with the County owning the wireless infrastructure. County residents would select their own internet service providers to provide high speed internet, VoIP and other services. It may be possible to also provide service to the proposed Cottonwood Canyon State Park on the John Day River. After discussion, it was decided Rick Lindahl will compile information, including firms that can conduct a heat map study and will provide the County with an estimated project cost. At that point the County could publicize a request for proposal.

1.7 EXTENSION/EXPERIMENT STATION PROJECT REPORT – MILT KETCHUM, KETCHUM ENTERPRISES, INC.:

Also present were Sandy Macnab, Cliff Jett, Rodger Nichols and Will Carey. Milt Ketchum presented his Report to Sherman County Commissioners dated August 18, 2010 pertaining to the proposed extension/experiment station structure. The group reviewed the report in detail. Extension staff feels the new building should be constructed in an energy efficient manner, with possibly solar and/or wind power involved. Milt had spoken with Lowell Fausett, an architect and Dr. Steve Petrie, both of Oregon State University regarding their services. Dr. Petrie would like assurance as to building ownership, responsibility for long-term maintenance and other issues. Auscrete Corporation of Rufus is interested in construction of the new building. Additionally, an asbestos survey and report will be needed prior to demolition of the existing Moro Experiment Station building. Commissioner Burnet would like all interested parties to meet for a work session to determine how the new structure will be paid for, building design and selection of an architect.

Motion by Commissioner Burnet and second by Commissioner Smith to hire Ketchum Enterprises as project consultant for the new extension/experiment station and bring all interested parties together to facilitate coordination of a discussion regarding the structure, with payment from the existing agreement on May 5, 2010. Motion carried.

2.7 SENIOR CENTER ADVISORY COMMITTEE – APPOINTMENT:

A letter of recommendation was received from Katie Kelly for the appointment of Edythe Moreau to the Sherman County Senior & Community Center Advisory Board.

Motion by Commissioner Burnet and second by Commissioner Smith to appoint Edythe Moreau to the Senior Center Advisory Board. Motion carried.

2.8 BUDGET TRANSFERS AND PAYMENT AUTHORIZATION:

Motion by Commissioner Smith and second by Commissioner Burnet approving the transfer of funds from County General to other funds as listed on the memo from the Sherman County Finance Director dated August 18, 2010. Motion carried.

3.1 EXCEPTIONAL FOOD SAFETY RECOGNITION PROGRAM:

A brochure was received from Glenn Pierce of the North Central Public Health District in conjunction with their new Exceptional Food Safety Recognition Program.

3.2 TRANSFER STATION SITE INSPECTION – DEQ REPORT:

The Sherman County transfer site was inspected on August 10 and found to be in compliance with the requirements of the Solid Waste Disposal Permit.

3.3 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) LETTER:

Judge Thompson received a letter from FEMA regarding a 2009 suit filed against the agency, which was settled by agreement in July 2010. The agreement provided that communities participating in the National Flood Insurance Program would be notified of this agreement and relevant provisions of the Endangered Species Act-listed salmon and steelhead.

3.4 PROPERTY PURCHASE – SURVEY REQUEST:

Melva contacted county surveyor Daryl Ingebo for a survey of the property the County intends to purchase from Gerald and Dawn Lohrey. She was told he could begin in about a month.

3.5 COMMISSIONER REPORTS:

A proposal was received from Bill Fashing of Mid-Columbia Council of Governments regarding adoption of an intergovernmental agreement with a retainer for housing services between the County and MCCOG. This would involve the development of an inventory of available properties relating to housing development within the county.

Motion by Commissioner Smith second by Commissioner Burnet accept the proposal received from Bill Fashing establishing an intergovernmental agreement with Mid-Columbia Council of Governments to assist in efforts to alleviate housing shortages at a sum not to exceed \$6,000. Motion carried.

Information was received for a seminar relating to the new FERC July 15 Order concerning energy law. Commissioner Smith updated the Court on a 30 year 1% revolving loan fund process involving USDA so that funds could potentially be loaned out for projects, with a match being required. Judge Thompson reported on the upcoming October 2nd party at the racetrack for all racers and county residents.

4.1, 4.2, and 4.3 CONSENT AGENDA – JULY 17, 2010 COURT MINUTES, JULY CLAIMS, JULY 31 TREASURER'S REPORT:

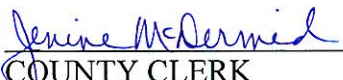
Motion by Commissioner Smith second by Commissioner Burnet to approve the consent agenda as corrected. Motion carried.

Motion by Commissioner Burnet second by Commissioner Smith at 3:10pm to adjourn into executive session regarding ORS 192.660(2)(e) Property, (h) Legal Rights. Motion carried.

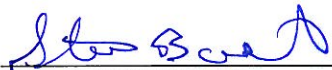
THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 3:55PM.



COUNTY JUDGE

ATTEST: 

COUNTY CLERK



COMMISSIONER

COMMISSIONER