



Court Agenda

August 15, 2012

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Bryan Stradley – Soil & Water Conservation District – Weed Control Project along Deschutes Corridor
- 1.2** 9:30 a.m. Dee Lieuallen – Commission on Children & Families/Prevention – Prevention Contract Amendment from Center for Living
- 1.3** 10:00 a.m. Georgia Macnab, David Vanderlip - Housing Rehab Program - Public Hearing
- 1.4** 10:30 a.m. Jaclyn McCurdy – Biggs Service District Administrator – Insurance Report
- 1.5** 11:00 a.m. Ron McDermid – Facilities Committee – Server Room Cooling Issues
- 1.6** 1:30 p.m. Jessica Metta – Economic Development Project Manager – Review Request for Qualification (RFQ) Proposals for Giles French Park
- 1.7** 3:00 p.m. Executive Session in Accordance with ORS 192.660 (2) (h) Legal Rights

Additions to Agenda:

2.0 Action Items:

- 2.1 Funding Request – Columbia Gorge Community College
- 2.2 Aggregate Processing System Request for Proposals
- 2.3 Cottonwood Canyon State Park Experience Center – Commitments for the Declaration of Cooperation

3.0 Discussion Items:

- 3.1 Solid Waste Disposal Site Permit: Sherman County Transfer Station
- 3.2 North Central Education Service District – Administrative Changes
- 3.3 NORCOR Funding Formula
- 3.4 Plans to Dispose of Surplus Property
- 3.5 Health Wellness Center - Update
- 3.6 Wasco Annex Update
- 3.7 Thank You Note
- 3.8 Sherman County Wireless Network Update
- 3.9 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of August 1, 2012
4.2 Revenue/Expenditure Summary – July
4.3 Treasurer’s Report – June (Revised) & July

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

August 15, 2012 - 9:00 a.m.

Present: Judge Gary Thompson, Steve Burnet, Commissioner, Mike Smith, Commissioner, Melva Thomas, Court Administrator, Rita Wilson, Deputy Clerk, Will Carey, County Counsel (arrived at 2:45 pm)

ADDITIONS TO AGENDA

2.4 Personal Services Contract Agreement to Provide Air Services

SUMMARY OF ACTIONS TAKEN:

Motion by Commissioner Burnet, second by Commissioner Smith, to approve Amendment #2 to Sherman County Prevention Agreement between Mid-Columbia Center for Living and Sherman County for the term July 1, 2011 through June 30, 2013, in the amount of \$70,000.00 and authorizing Judge Thompson to sign. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve Oregon Community Development Block Grant Program Housing Rehabilitation Project completion Report and certification and other related documents and authorizing Judge Thompson to sign. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of up to \$12,000 to resolve cooling issues in the server room with funding to come from Courthouse Repairs & Improvement Reserve Fund. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve a donation of \$100,000.00 to Columbia Gorge Community College Foundation for equipment needed in the proposed Workforce Training Center payable in two \$50,000.00 payments over two years (2012-13, 2013-14) from Renewable Energy Funds. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Request for Proposals (RFP) for Aggregate Processing System as amended. Vote: unanimous.

Motion by Commissioner Smith, second by Judge Thompson, to approve a Statement of Commitment to the Cottonwood Canyon State Park Experience Center Declaration of Cooperation as proposed and authorizing Commissioner Burnet to sign. Vote: unanimous.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve a Personal Services Contract between Sherman County and Douglas R. Herlihy to Provide Air Services as corrected and authorizing Judge Thompson to sign. Vote: unanimous.

Motion by Commissioner Burnet, second by Commissioner Smith to approve an invoice from Milt Ketchum for up to \$7,500.00. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Minutes of August 1, 2012, Revenue/Expenditure Summary for July and Treasurer's Report for June (revised) and July as presented. Vote: unanimous.

Motion by Commissioner Burnet, second by Commissioner Smith, to go into Executive Session in Accordance with ORS 192.660 (2) (h) Legal Rights. Vote: unanimous.

1.0 APPOINTMENT SCHEDULE

1.1 BRIAN STRADLEY – SOIL & WATER CONSERVATION DISTRICT – WEED CONTROL PROJECT ALONG DESCHUTES CORRIDOR

Brian introduced Kayla Alberti, Sherman County SWCD's new Watershed Coordinator. Kristie Coelsch was also in attendance and presented the budget for a weed project targeting the Deschutes River corridor right now because there is already a partnership with ODFW, BLM, both Sherman and Wasco County SWCD, State Parks and Sherman County NRCS. They are hoping to get Wasco County SWCD involved. She has been granted \$46,000.00 for the coming year as long as there are no budget cuts. The first year they want to do inventory to find out what needs to be done. The area covered would be from the Columbia River to Shearer's. The District will provide financial and administrative assistance. Brian said that they have worked with ODFW for the last two years and are now attempting to coordinate efforts with NRCS, SWCD, State Parks and ODFW. Funds are available for two people to be employed May through August to do some inventory of the area and provide this information to SWCD. ODFW would provide daily oversight, but they would be employed by Sherman County. He also asked about the possibility of the use of a county vehicle to pull the UTV trailer. The Court supported of this proposal and thought it could be incorporated into next year's Weed Department budget. Brian will work out all of the details with the agencies involved and present a plan to the Court.

1.2 DEE LIEUALLEN – COMMISSION ON CHILDREN & FAMILIES/PREVENTION – PREVENTION CONTRACT AMENDMENT FROM MID COLUMBIA CENTER FOR LIVING

Dee was unable to be at this meeting. Melva presented the amended version of the Prevention Contract from Mid Columbia Center for Living.

Motion by Commissioner Burnet, second by Commissioner Smith, to approve Amendment #2 to Sherman County Prevention Agreement between Mid-Columbia Center for Living and Sherman County for the term July 1, 2011 through June 30, 2013, in the amount of \$70,000.00 and authorizing Judge Thompson to sign. Vote: unanimous.

1.3 GEORGIA MACNAB & DAVID VANDERLIP – HOUSING REHAB PROGRAM – PUBLIC HEARING

Public Hearing opened at 10:00 a.m. David VanDerlip spoke to the Commission regarding his experience administering the housing Rehab Program in Sherman County. He said the project was completed six months ahead of schedule and he was pleased with the number of houses involved. He credited Georgia Macnab and Melva Thomas and Sherman Development League for much of the success of the program, saying that getting the contractors paid in a timely manner was helpful to the project, encouraging contractors to bid. Commissioner Smith said that he has heard from some participants of the program that were able to have a new heating system installed and they are very pleased with the resulting savings.

It was discussed whether or not to apply for another grant at this time. The thought is that it would probably be good to wait a year before conducting another survey of possible interest in the program.

Judge Thompson asked if there was any more public comment. Being none, the hearing closed at 10:15 a.m.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve Oregon Community Development Block Grant Program Housing Rehabilitation Project completion Report and Certification and authorizing Judge Thompson to sign and other related documents as may be required. Vote: unanimous.

1.4 JACLYN MCCURDY – BIGGS SERVICE DISTRICT ADMINISTATOR – INSURANCE REPORT

1.5 RON MCDERMID – FACILITIES COMMITTEE – SERVER ROOM COOLING ISSUES

Ron reported that the wiring demo is going well and is nearly complete.

The server room is cooled by a split system which is more than adequate to cool the room; however, the server racks are impeding the air flow, causing condensate to drip from the cooling unit. Following discussions with a representative from Central Oregon Heating and Cooling, Don Fraly and Larry McGinnis, it appears that the best solution is to establish redundancy by installing motorized dampers to divert enough air to cool the room. The existing primary unit would be replaced and a new one placed on the ceiling in the men's restroom and air would be piped into the server room. There should be no power related issues with this. The court reviewed the proposal from Central Oregon Heating & Cooling and the cost to implement this redundancy will be approximately \$10,000.00. Ron explained that the goal is to fix this the right way and it is not inexpensive. He requested funding to get this project done. The money is available in the Courthouse Repair and Improvement Fund.

Motion by Commissioner Smith, second by Commissioner Burnet, to authorize the expenditure of up to \$12,000 to resolve cooling issues in the server room with funding to come from Courthouse Repairs & Improvement Reserve Fund. Vote: unanimous.

1.6 JESSICA METTA – ECONOMIC DEVELOPMENT PROJECT MANAGER – REVIEW REQUEST OF QUALIFICATION (RFQ) PROPOSALS FOR GILES FRENCH PARK

Reviewed Requests of Qualification Proposals for Giles French Park from GreenWorks, Walker Macy and Cameron McCarthy. The Court discussed what specific information they looked for in each request. Commissioner Burnet said that he was interested in how much experience the firms had with projects in areas similar to Sherman County. The RFQ's are difficult to compare because questions/requirements are addressed differently in each proposal. Jessica Metta agreed to review the proposals and devise a document showing comparisons of the three proposals. She will have this done by September 5th to present to the Court. A final decision will be made on September 19th. Melva will contact each firm to let them know that the County is in the review process.

Jessica reported that she has received one application for the solar loan program and now they are proceeding with processing it. She will be doing some solar workshops this fall.

1.7 EXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660 (2) (h) LEGAL RIGHTS

2.0 ACTION ITEMS

2.1 Funding Request – Columbia Gorge Community College

After much discussion the Court decided to grant Columbia Gorge Community College \$100,000.00 in two installments.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve a donation of \$100,000.00 to Columbia Gorge Community College Foundation for equipment needed in the proposed Workforce Training Center payable in two \$50,000 payments over two years (2012-13, 2013-14) from Renewable Energy Funds. Vote: unanimous.

2.2 Aggregate Processing System Request for Proposals

Melva reviewed changes recommended by County Counsel.

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Request for Proposals (RFP) for Aggregate Processing System as amended. Vote: unanimous.

2.3 Cottonwood Canyon State Park Experience Center – Commitments for Declaration of Cooperation

Reviewed the proposed commitment to the project. Would want a member of the Court to be on the Coordinating Council.

Motion by Commissioner Smith, second by Judge Thompson, to approve a Statement of Commitment to the Cottonwood Canyon State Park Experience Center Declaration of Cooperation as proposed and authorizing Commissioner Burnet to sign. Vote: unanimous.

2.4 Personal Services Contract Agreement to Provide Air Services

Motion by Commissioner Burnet, second by Commissioner Smith, to approve a Personal Services Contract between Sherman County and Douglas R. Herlihy to Provide Air Services as corrected and authorizing Judge Thompson to sign. Vote: unanimous.

3.0 DISCUSSION ITEMS

3.1 Solid Waste Permit: Sherman County Transfer Station

Reviewed new permit which is issued every ten years.

3.2 North Central Educations Service District Administrative Changes

Judge Thompson reported that Mike Carroll is retiring from North Central ESD the first of the year. The new superintendent plans to meet with the Court at a later date. He has eliminated one technician position, saving the district between \$74,000.00 and \$75,000.00 a year. There are questions as to whether Sherman County wants to continue using NCESD's tech services or get them somewhere else. This will need to be discussed at length later.

3.3 NORCOR Funding Formula

Commissioner Burnet presented the preliminary funding formula created by the NORCOR Board during a mediation session August 9. This proposal results in an increase of approximately \$56,000.00 to Sherman County. A more formal proposal will be submitted later and will have to be approved by each County Court.

3.4 Plans to Dispose of Surplus Property

Judge Thompson told the Court that there is someone interested in bidding on the old Extension Office mobile home, which the Court voted to surplus at their last meeting. The decision was made to advertise the mobile home, deck and storage shed separately. The successful bidder(s) will be responsible for all moving costs and must have the structures off the county's property within 90 days of bid opening. The invitation to bid will be advertised for two weeks, with bids being opened at the next County Court meeting September 5, 2012.

3.5 Wellness Center – Update

Membership to the Wellness Center is up to sixty. Between 18 and 20 individuals use the facility daily. Judge Thompson said that at some point, the board wants to purchase an

elliptical machine. Commissioner Smith said that there are probably many of these machines out there not being used. The suggestion was made to advertise in Sherry's e news to see if someone has one to donate.

3.6 Wasco Annex Update

Debbie Hayden prepared an expense report for the Wasco Annex. The largest expense, insurance, will reportedly decrease once the building is occupied. \$45,270.73 has been spent on the building since April. Judge Thompson plans to go to the Wasco City Council meeting Thursday to propose the use of the Wasco Annex for the Wasco City Library in return for water and sewer services for the Annex.

3.7 Thank You Note

Reviewed a note from Darian Davis thanking the County for the use of the Wasco Annex cafeteria for his masquerade ball.

3.8 Sherman County Wireless Network Update

They are planning to set up a display at the county fair for their nomadic connection. There was an inquiry about service from someone on Hactor Road near Goldendale. Commissioner Smith is going to ask Dan Devlin what the cost would be to put up another antenna that would benefit that area.

3.9 Commissioner Reports

Burnet – Reported that Milt Ketchum feels he could invoice about \$10,000.00 more than he was paid on the Extension Office project. Commissioner Burnet feels that Milt did a very good job representing the County on this project and did a lot of extra work at the end of the project that could not have been anticipated. He suggested that the County pay Milt an additional \$7,500.00.

Motion by Commissioner Burnet, second by Commissioner Smith to approve an invoice from Milt Ketchum for up to \$7,500.00. Vote: unanimous.

Smith - Yet another Tri County Corrections meeting with no quorum. Looking at moving Tri Co Corrections meetings to coincide with Tri County Court meetings. The next Tri County Court meeting will be held September 26th at the Experiment/Extension building in Moro. Presented a Grant Writing Proposal General Scope of Work from MCCOG for the Moro Medical Clinic. (No action was taken). MCCOG has had a couple of serious inquiries about the business loan program. MCCFL/NORCOR meeting about TOOLS Program. Requested \$30/month phone reimbursement, approved.

Thompson - The walls are up on the restrooms at the RV Park, hope to have the roof on before fair, but the facility won't be ready for use during the fair. Met with PGE and a group of college students who were touring the area.

4.0 CONSENT AGENDA

- 4.1 Minutes of August 1, 2012
- 4.2 Revenue/Expenditure Summary – July
- 4.3 Treasurer's Report – June (Revised) and July

Motion by Commissioner Smith, second by Commissioner Burnet, to approve the Minutes of August 1, 2012, Revenue/Expenditure Summary for July and Treasurer's Report for June (revised) and July as presented. Vote: unanimous.

2:45 pm

Will Carey Present:

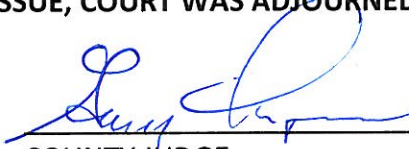
Motion by Commissioner Burnet, second by Commissioner Smith, to go into Executive Session in Accordance with ORS 192.660 (2) (h) Legal Rights. Vote: unanimous.

Discussed legal rights with County Counsel.

Adjourned at 3:30 pm.

5.0 FUTURE AGENDA ITEMS:

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


COUNTY JUDGE

ATTEST: 
COUNTY CLERK


COUNTY COMMISSIONER


COUNTY COMMISSIONER