



Court Agenda

October 2, 2013

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Martin Willie – Information Technology Consultant – Technology Audit
- 1.2** 10:00 a.m. – Shawn Payne – Emergency Services – Quarterly Report; Exemption Request – Exception to the Two Person Staffing Requirement
- 1.3** 10:15 a.m. Wade McLeod, Jennifer Simpson – District Attorney – Quarterly Report
- 1.4** 10:30 a.m. Brad Lohrey – Sheriff – Quarterly Report; Surplus 2010 Patrol Car
- 1.5** 11:00 a.m. Georgia Macnab – Planning Director – Quarterly Report
- 1.6** 11:15 a.m. Georgia Macnab, Jennifer Zimmerlee – RV Park – Update Park Rules
- 1.7** 1:00 p.m. Rod Asher – Weed Department – Skeleton Weed Issues
- 1.8** 1:30 p.m. Executive Session in Accordance with ORS 192.660 (2) (h) Legal Rights

Additions to Agenda:

2.0 Action Items:

- 2.1 Board of Property Tax Appeals (BOPTA): Appointment of BOPTA Pool
- 2.2 Intergovernmental Agreement - Supplemental Funding for Correctional Services between State of Oregon and Sherman County
- 2.3 Boiler Maintenance Proposal – Combustion Control/Proctor Sales
- 2.4 Senior Center Rental Request – Energy Assistance Program
- 2.5 Appointment: Local Community Advisory Council (LCAC) – Rebecca Humphreys, Shawn Payne
- 2.6 Lease Agreement – Sherman County Health District/Sherman County
- 2.7 Intergovernmental Agreement – State of Oregon Early Learning Division/Sherman Co

3.0 Discussion Items:

- 3.1 Notice of Plans to Vacate – Mid-Columbia Center for Living/Senior Center
- 3.2 Irrigation System Proposals – Wasco Annex
- 3.3 Early Learning Hub - Update
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of September 18, 2013
- 4.2 Minutes of September 23, 2013 – Special Session
- 4.3 Claims – September

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

October 2, 2013 9:00am

Present: County Judge Gary Thompson, Commissioner Tom McCoy, Commissioner Mike Smith, Administrative Assistant Melva Thomas, County Clerk Jenine McDermid. Visitors: Martin Willie, Dick Stradley, Ross Turney, Ron McDermid, Debbie Hayden.

Summary of Actions Taken

Motion Commissioner McCoy, second by Commissioner Smith, to declare as surplus a 2009 Ford Crown Victoria patrol car. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to sign a DLCD Planning grant for 2013-15 and authorize Judge Thompson to sign. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve a technical assistance grant application for \$15,000 to DLCD and authorize Judge Thompson to sign. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve the revised Sherman County RV Park Rules for Laundry and Restroom/Shower Facilities, RV Park Application and Rules for Monthly Stays and RV Park Rules for Fair as amended. Vote: unanimous.

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

Motion Commissioner Smith, second by Commissioner McCoy, to approve the appointment of Jeanne Kuettel and Justin Miller with Forest Peters as alternate from the Non-Office Holding Pool and Gary Thompson with Mike Smith as alternate from the Office Holding Pool to the 2013-2014 Board of Property Tax Appeals. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to approve Intergovernmental Agreement #4886 for supplemental funding in the amount of \$50,000 between the State of Oregon and Sherman County for Tri-County

Community Corrections in the treatment of drug-addicted persons. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to accept a proposal from Combustion Control in the amount of \$2,357.74 for Wasco Annex and Sherman County Courthouse boiler maintenance. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to authorize payment of Senior Center rental fees incurred during the Energy Assistance program appointments provided by Mid Columbia Community Action Council. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith to appoint Rebecca Humphreys, Shawn Payne and Nancy Simpson to the Sherman County Community Advisory Council (CAC) pending approval by the Sherman County Community Advisory Council board. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve a Lease Agreement between the Sherman County Health District and Sherman County for premises occupied by the Wellness Center located on Lot 7 & Swrly 1 foot of Lot 8, Block 2, Moro, Oregon, at the monthly rental rate of \$400.00. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve an Intergovernmental Agreement between the State of Oregon acting by and through its Department of Education and Sherman County as part of the Request for Application (RFA) to become an Early Learning Hub and authorizing Judge Thompson to sign this and all other required documents for the RFA. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to approve the Minutes of September 18, 2013, and September 23, 2013, as presented. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve the claims for September. Vote: unanimous.

1.0 Appointment Schedule:

Additions to agenda: 1:00pm Rod Asher – Weed Department – Skeletonweed Issue

1.1 9:00 a.m. Martin Willie – Information Technology Consultant – Technology Audit

Debbie Hayden, Ron McDermid, Dick Stradley, Ross Turney were also present. Mr. Willie explained how the audit concept began. He had been involved in an IT audit for Wasco County. Currently he is employed with GOBHI. Mr. Willie prepared an audit document intended to provide information about the courthouse computer systems and their strengths, weaknesses, and threats. Discussion included the level of service provided by ESD and MicroSphere Computers, data backup, disaster recovery, standardization of

software, cost of current providers, internet firewall which is currently maintained by ESD, and conversion to Windows 7. Commissioner Smith added they are looking to solve computer system weaknesses. Commissioner McCoy noted internet security was not addressed in the audit. Dick Stradley advised the assessment/tax system software provider is working on reprogramming Progress to Windows 7. Debbie Hayden clarified that MicroSphere provides a monthly service visit; the county pays ESD about the same for services. Mr. Willie added there needs to be a data backup system, remote access is a potential security issue and the courthouse needs computers with newer technology. Commissioner McCoy asked about opportunities with local vendors. Mr. Willie indicated there are and he would be willing to help find someone. Ron McDermid said users would like to continue fine tuning services provided by MicroSphere rather than switch vendors at this point in time. Dick Stradley agreed and added the A&T software provider has been making changes for the transition to Windows 7. Mr. Stradley said there is a need to determine as a group decisions that affect all; he added this process has been beneficial. It was recommended ESD and MicroSphere work jointly on any firewall issues. Judge Thompson suggested elected officials and department heads meet monthly to discuss these issues and other topics as well.

1.2 10:00 a.m. – Shawn Payne – Emergency Services – Quarterly Report; Exemption Request – Exception to the Two Person Staffing Requirement

Shawn was not able to attend. This was tabled until the next meeting.

1.3 10:15 a.m. Wade McLeod, Jennifer Simpson – District Attorney – Quarterly Report

The office is fairly quiet presently, with about the same number of cases as in 2008. They have had bigger cases than normal, but fewer overall. This may tie in with marijuana legalization in Washington. The staff is great and the new computer data system is working well.

1.4 10:30 a.m. Brad Lohrey – Sheriff – Quarterly Report; Surplus 2010 Patrol Car

Jeremy Shull was promoted to Sergeant, replacing John Terrel, and will be in charge when the sheriff is not available. External bulletproof vests have been purchased; this will help to alleviate stress on backs and will be cooler in the summer. Sheriff Lohrey is looking for a records management system pertaining to law enforcement and NORCOR is, as well. He knows of only two available systems, EIS and Spillman, but they are not inexpensive. He believes the MDTs will function properly once the Verizon towers are operational. Office cases are down, but have had several big cases which create a big workload.

Sheriff Lohrey would like to surplus the 2009 Crown Vic patrol car that recently hit a deer. During the accident the airbag deployed and he learned the cost to replace the airbag and replace all seat belts is estimated at \$7,000; he recommends selling it “as is”.

Motion Commissioner McCoy, second by Commissioner Smith, to declare as surplus a 2009 Ford Crown Victoria patrol car. Vote: unanimous.

1.5 11:00 a.m. Georgia Macnab – Planning Director – Quarterly Report

Georgia provided her written report for August 1 through October 1. A zone change for the Tyee Motel was completed. She's been working with Verizon on a conditional use permit and variance. The biennial planning grant is ready for approval.

Motion Commissioner Smith, second by Commissioner McCoy, to sign a DLCD Planning grant for 2013-15 and authorize Judge Thompson to sign. Vote: unanimous.

A grant is available through DLCD for updating the zoning ordinance to meet state statute, including wind and solar in the ordinance.

Motion Commissioner Smith, second by Commissioner McCoy, to approve a technical assistance grant application for \$15,000 to DLCD and authorize Judge Thompson to sign. Vote: unanimous.

The RV Park shower facility has been painted and passed final inspection; the final state grant reimbursement paperwork has been submitted. Georgia attended OPI in September and was a presenter for an Energy Facility session pertaining to how a small county handled an influx of wind farms. She also attended the Cottonwood Canyon State Park grand opening and will be attending the AOC fall conference at Eugene in November.

1.6 1:15 a.m. Georgia Macnab, Jennifer Zimmerlee – RV Park – Update Park Rules

The court reviewed a proposed list of new rules for the RV Park. Previously there were none for monthly residents, nor were there specific rules for dealing with park residents who are not behaving properly. Commissioner Smith suggested altering the wording for #1 regarding "host does not mean maid"; add language indicating those not following rules will be evicted; and under item #6 to add a specific size for allowed chest freezers. Jennifer developed an application form similar to what other parks utilize.

Motion Commissioner Smith, second by Commissioner McCoy, to approve the revised Sherman County RV Park Rules for Laundry and Restroom/Shower Facilities, RV Park Application and Rules for Monthly Stays and RV Park Rules for Fair as amended. Vote: unanimous.

Melva will add the new documents to the county's website. Jennifer said they have talked to Rural Technology Group about improving internet access and speed; they have contacted Hire Electric to check on the fan issue in the shower; there was some storm damage to the small bathroom roof which may need to be replaced with a metal roof.

Judge Thompson said he spoke with Roadmaster Mark Coles about the French drain and it would be difficult to install; other ideas were discussed. There are still issues with water coming in under the door of the building, although it has lessened since it was sealed. Jennifer will develop a plan for the tent area and bring it to the court for consideration.

1.7 1:00 p.m. Rod Asher – Weed Department – Skeleton Weed Issue

Rod reported a bad infestation of Skeletonweed in the Biggs area consisting of over 80 acres in an area that is not readily visible and on a steep, rocky slope. This is a serious problem and probably not the only one in that area. Rod has visited with the landowner about options. Commissioner McCoy suggested Rod visit with a neighboring farmer about spraying by helicopter.

There was discussion on developing a policy for handling larger weed infestations; cost is a major factor. Cost-sharing amongst neighbors was discussed, as well as other possible options. Rod said Skeletonweed is coming into the county from both Wasco County and across the river from Washington. Another area of concern is monitoring of canyons and draws for these plants. The weed techs working along the Deschutes are making progress, although this grant is restricted to staying within two miles of the river. Rod suggested a long-term solution may be having our own two person crews available and charging a per acre fee to property owners, which would include spraying as well as surveying the land for weeds. In the past horse crews were utilized for this. Commissioner McCoy added spraying by air may be the only way to address this currently. He added Skeletonweed doesn't like our dry land areas, but explodes in irrigated ground. Rod said the estimated contract cost for a 2 person crew for six months during May through November, including spray and equipment would be about \$30,000-\$40,000. Landowners could contribute to help cover the cost. Rod will contact the Martins to explore options for solving the current situation.

1.8 1:45 p.m. Executive Session in Accordance with ORS 192.660 (2) (h) Legal Rights

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

Regular session resumed at 1:53pm.

2.0 Action Items:

2.1 Board of Property Tax Appeals (BOPTA): Appointment of BOPTA Pool

An order prepared by the county clerk for the appointment of BOPTA pools was read.

Motion Commissioner McCoy, second by Commissioner McCoy, to approve the appointment of Jeanne Kuettel and Justin Miller with Forest Peters as alternate from the Non-Office Holding Pool and Gary Thompson with Mike Smith as alternate from the Office Holding Pool to the 2013-2014 Board of Property Tax Appeals. Vote: unanimous.

2.2 Intergovernmental Agreement - Supplemental Funding for Correctional Services between State of Oregon and Sherman County

Motion Commissioner McCoy, second by Commissioner Smith, to approve Intergovernmental Agreement #4886 for supplemental funding in the amount of \$50,000 between the State of Oregon and Sherman County for Tri-County

Community Corrections in the treatment of drug-addicted persons. Vote: unanimous.

2.3 Boiler Maintenance Proposal – Combustion Control/Proctor Sales

This estimate is slightly lower than the previous year.

Motion Commissioner Smith, second by Commissioner McCoy, to accept a proposal from Combustion Control in the amount of \$2,357.74 for Wasco Annex and Sherman County Courthouse boiler maintenance. Vote: unanimous.

2.4 Senior Center Rental Request – Energy Assistance Program

Motion Commissioner McCoy, second by Commissioner Smith, to authorize payment of Senior Center rental fees incurred during the Energy Assistance program appointments provided by Mid Columbia Community Action Council. Vote: unanimous.

2.5 Appointment: Local Community Advisory Council (LCAC) – Rebecca Humphreys, Shawn Payne

Nancy Simpson also applied for appointment to this board.

Motion Commissioner McCoy, Commissioner Smith to appoint Rebecca Humphreys, Shawn Payne and Nancy Simpson to the Sherman County Community Advisory Council (CAC) pending approval by the Sherman County Community Advisory Council board. Vote: unanimous.

2.6 Lease Agreement – Sherman County Health District/Sherman County

The court reviewed a lease agreement for the Wellness Center facility.

Motion Commissioner Smith, second by Commissioner McCoy, to approve a Lease Agreement between the Sherman County Health District and Sherman County for premises occupied by the Wellness Center located on Lot 7 & Swrly 1 foot of Lot 8, Block 2, Moro, Oregon, at the monthly rental rate of \$400.00. Vote: unanimous.

2.7 Intergovernmental Agreement – State of Oregon Early Learning Division/Sherman Co

Amber DeGrange was present. It was learned the fiscal agent may be changed after the board is seated. She said several items are needed for the RFA, including proof of insurance from the fiscal agent. The IGA is part of the application, which is due today. A letter of support from the counties and CCOs will be included with the application.

Motion Commissioner Smith, second by Commissioner McCoy, to approve an Intergovernmental Agreement between the State of Oregon acting by and through its Department of Education and Sherman County as part of the Request for Application (RFA) to become an Early Learning Hub and authorizing Judge

Thompson to sign this and all other required documents for the RFA. Vote: unanimous.

There was discussion regarding administration or grant coordinator; there is an administrative budget of \$14.76 per high risk child and about \$27,000 per year plus \$50,000 start-up funding for the first year. A point person could be assigned in each county to gather data to forward to the administrator. There will no longer be outreach activities. The admin person will collect reports and submit to the state. The governance board will determine how funds are used. Judge Thompson will attend the Friday meeting at the Wasco Annex. Trudy Townsend has offered to help facilitate this meeting. Commissioner Smith suggested an entity like MCCOG could administer the Hub for an admin fee.

Discussion Items:

3.1 Notice of Plans to Vacate – Mid-Columbia Center for Living/Senior Center

Mid-Columbia Center for Living contacted the Sherman County Health District about renting space at their building as there is a concern regarding privacy issues at their current location. Commissioner Smith believes they have agreed to a contract for office space. Melva will check into the option of the Prevention Office moving to the Senior Center.

3.2 Irrigation System Proposals – Wasco Annex

A system is needed that waters in front and on the side of the building. The court agreed to postpone this until next spring.

3.3 Early Learning Hub – Update

This was discussed during Item 2.7.

3.4 Commissioner Reports:

Commissioner McCoy: attended the Health Care Community meeting; after the meeting he met with Nancy Simpson; after hours care has been taken to MCMC and they may be able to have the local provider as part of the regular primary care rotation for after-hours care; may help staff a clinic once a month in Rufus; attended the Tri-County Court meeting and the recent MCCOG hearing; received a letter from NACo for appointment to the Health Care Committee, but will decline due to the cost of attending national meetings.

Commissioner Smith: attended the MCCOG hearing last night pertaining to a 20% increase in building code fees; has been discussing transportation options with Marnene and Dan; attended the Community Health Care meeting and Cottonwood Canyon grand opening; talked to Eric Nerdin about Integrated 3D™; talked to Milt Ketchum about the Wasco Annex roof.

Judge Thompson: attended Super ACT meeting in Bend and negotiated for two passing lanes on Highway 97 in Sherman County in areas south of Kent and near the Eakin

elevator site and are scheduled for 2014-15, two more projects in our area may be funded later; he is pricing buildings and associated construction costs for the Rufus Industrial Park.

Melva contacted three firms about landscaping for the courthouse stressing curb appeal and low maintenance. This will be discussed after proposals are received.

4.0 Consent Agenda:

4.1 Minutes of September 18, 2013

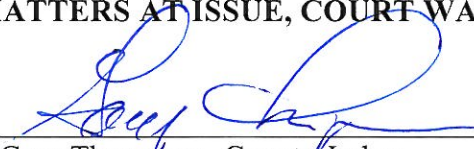
4.2 Minutes of September 23, 2013 – Special Session

Motion Commissioner McCoy, second by Commissioner Smith, to approve the Minutes of September 18, 2013, and September 23, 2013, as presented. Vote: unanimous.

4.3 Claims – September

Motion by Commissioner McCoy, second by Commissioner Smith, to approve the claims for September. Vote: unanimous.

**WITH THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS
ADJOURNED AT 2:30PM.**



Gary Thompson, County Judge

ATTEST: 

Jenine McDermid, County Clerk



Tom McCoy, County Commissioner

Mike Smith, County Commissioner