

Court Agenda

October 15, 2014

1.0 Appointment Schedule:

- 1.1 9:00 a.m. Mark Coles Road Department Quarterly Report
- 1.2 9:15 a.m. Sandy Macnab Extension Service Quarterly Report
- 9:30 a.m. Wade McLeod, Jennifer Simpson, Katie Paul District Attorney's Office– Quarterly Report
- 1.4 10:00 a.m. Ron McDermid Justice of the Peace Quarterly Report
- 1.5 11:00 a.m. Peter Tarzian, Bill Martin, Angie Thompson School District Quarterly Report
- 1.6 11:30 a.m. Beth McCurdy Fair Board Quarterly Report
- 1.7 1:30 pm Marnene Benson-Wood Transit Coordinator/Treasurer Quarterly Report

Additions to Agenda:

2.0 Action Items:

- 2.1 Amendment No. 3 to Contract No. 9760 Between Oregon Department of Education and Sherman County for Early Learning Funds
- 2.2 General Contract/Revision Community Transit: Vehicle Cleaning Service
- 2.3 Title VI Program Policy Sherman County Community Transportation
- 2.4 Board of Property Tax Appeals (BOPTA) Intergovernmental Agreement between Gilliam County and Sherman County
- 2.5 Authorize Budget Transfers
- 2.6 Quotes for Dishwasher Replacement Senior Center
- 2.7 Agreement between Biggs Service District and Anderson Perry & Associates to Update Water System Feasibility Study
- 2.8 Holiday Schedule December 26th & January 2nd?
- 2.9 Early Childhood Services Funding Agreement

3.0 <u>Discussion Items</u>:

- 3.1 Senior Center Repair Estimate ServPro
- 3.2 Foreclosed Property in Grass Valley Next Steps
- 3.3 Thank You Letter Columbia Gorge Community College Foundation
- 3.4 2014 Levy Certification
- 3.5 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of October 1, 2014
- 4.2 Revenue/Expenditure Summary September
- 4.3 Treasurer's Report 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

October 15, 2014 9:00 am

Present: Judge Gary Thompson, Commissioner Mike Smith, Commissioner Tom McCoy, Administrative Assistant Melva Thomas, Deputy Clerk Rita Wilson.

SUMMARY OF ACTIONS TAKEN:

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy to authorize Sandy Macnab to move forward in contacting a locksmith to rekey the doors at the Steve Burnet Extension & Research Center.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion Carried

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy to authorize the Fair to use the old mower located at the RV Park.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve the ODOT Public Transit Division Agency Period Report for 2013-2015 Biennium Quarter 5 as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve Amendment No. 3 to Intergovernmental Contract No. 9760 for Professional Services between the Oregon Department of Education and Sherman County for Early Learning program funding award and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith to approve General Contract Revision between Sherman County Community Transit and Larry Triebelhorn for maintaining the cleanliness inside and out of Special Fund Transportation vehicles.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion Carried

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy, to approve and adopt Title VI Program Policy for Sherman County Community Transportation as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve Intergovernmental Agreement between Gilliam County and Sherman County for reciprocal services regarding Board of Property Tax Appeals (BOPTA) for the 2014 BOPTA year.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve budget transfers from County General Fund to Community Development Fund in the amount of \$34,000, to Emergency Services Fund in the amount of \$18,000, to Computer Reserve Fund in the amount of \$50,000, to Wellness Center Fund in the amount of \$3,000 and to Senior Center Fund in the amount of \$43,000 for total County General Fund transfers of \$198,000.00.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

County Court Minutes 10/15/14

Abstain: 0 Motion carried.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to accept a quote from Rose's Equipment & Supply in the amount of \$4,900.00 for the purchase of a new dishwasher for the Senior & Community Center and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve an agreement between Biggs Service District and Anderson Perry & Associates to up-date the 2003 Water System Feasibility Study and to provide other assistance as required for a total cost not to exceed \$7,500.00 and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

Motion by Commissioner McCoy, second by Commissioner Smith, to declare as holidays December 26, 2014, and January 2, 2015, for all Sherman County employees.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy, to approve the proposed Early Childhood Services Funding Agreement as presented.

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve the Minutes of October 1, 2014, Revenue/Expenditure Summary for September and Treasurer's Report for September as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

County Court Minutes 10/15/14

Additions to the Agenda:

- 2.9 Early Childhood Services Funding
- 3.4 2014 Levy Certification

1.0 APPOINTMENT SCHEDULE

1.1 Mark Coles – Road Department – Quarterly Report

Mark reported that they have all of their oil rock stockpiled and ready for next year's projects. Crushing went much more smoothly this year as they have a better understanding of how the electronics work. Commissioner Smith asked about an extended warranty for the crusher, Mark said that the company extended the service agreement for an extra year because our road department doesn't run the crusher full-time like many operators do. The Court agreed it would be a good idea to continue to have an extended service agreement because of all of the electronic components. Mark will look into obtaining a maintenance agreement.

No citations were issued during the recent MSHA inspection. The new grader has been delivered. They are currently using three graders for regular fall grading and one for ditching and shoulder building. The Road Department used Farm Chemicals' sandblaster to prep their fuel tanks for painting.

Judge Thompson thanked Mark for the use of his crew and the Genie man lift to remove the chimney from the courthouse. Commissioner Smith told Mark that he appreciates our Road Department and how lucky Sherman County is to have the money to be able to have our roads maintained so well.

Mark told the Court that the road on Bob's Knob (BLM land on Starvation Point) looks worse than he has ever seen it. It is primarily due to the increased traffic from Cottonwood State Park pulling boats out. He said it's a hard road to grade and doesn't really want to spend additional money on it.

1.2 Sandy Macnab - Extension Service

Sandy told the Court that Cindy Brown has been very busy conducting numerous activities in various towns, picking up underserved and minority groups that they wouldn't normally reach. Sandy is preparing for a Civil Rights review. Has test plots in Wasco and Sherman Counties. Preparing for winter classes; one on soils and a core pesticide class.

Extension Administration is reviewing their Regional Administration System; trying to reduce regional administrators. Commissioner McCoy asked if they were still trying to reduce extension staff. Sandy said they were. Commissioner McCoy said it would be good to have this information to present to the legislature when funding time rolls around.

The "Bull Tour to End All Bull Tours" is scheduled for April 9, 2015. A lot of wolf education is planned for this tour. The joint 4-H/Fair Board Appreciation Dinner will be November 3 at the fairgrounds.

The door at the end of the Burnet Building has been fixed and the door at the end of the conference room needs to be reinstalled to open outward. New keys need to be made that will fit all of the locks in the building.

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy to authorize Sandy Macnab to move forward in contacting a locksmith to rekey the doors at the Steve Burnet Extension & Research Center.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion Carried

1.3 Wade McLeod, Jennifer Simpson, Katie Paul – District Attorney's Office – Quarterly Report

Wade said that their case numbers are down this quarter, probably due to the Sheriff's Office being down two positions.

Jennifer Simpson reported that Karpel, their new data base, is working out very well for the office. There was recently an extensive update enabling them to work with Washington County Deputy DA, who works with Karpel and the Oregon group. She said that Karpel's customer support is excellent.

Katie Paul said her workload was significantly lower due to the DA's lower case numbers. She reminded the group of National Domestic Violence Awareness Month.

1.4 Ron McDermid – Justice of the Peace – Quarterly Report

Tim Breeding presen.t

Ron discussed his 1st Quarter written report. There were 265 more traffic related filings during this quarter than the same time period last year. It is expected that the numbers will decrease once the construction at Biggs Junction is complete. Commissioner Smith asked what affect it would have on Justice Court if the marijuana law passes this November. Ron said that he knows of no violation that would cause a marijuana case to come before his court if the measure passes.

Ron explained CJIS (Criminal Justice Information Services) and gave a history of LEDS (Law Enforcement Data Systems) He also reported that Theresa Olsen is now LEDS certified.

Ron attended the OJPA fall conference in Bend. Some subjects addressed were the coming legislative session and mental health as it pertains to the courts. The Justice Court Clerks went to the OACA conference at Salishan.

Commissioner Smith asked about e-tickets and Ron explained that OSP has been issuing them for the past couple of years. The OSP citations go directly to the Justice Court printer.

1.5 Brad Lohrey - Sheriff's Department - Quarterly Report

Ken Melzer, Tim Breeding, Ron McDermid present

Addressing the e-ticket subject, Brad said that the main reason his office hadn't gone with e-ticketing was because they didn't have a records management system. They now have E-Force and will probably go live in November. They are live now, but not using the system because an extensive amount of data needs to be entered. Once E-Force is up and running smoothly he will go to the next phase and look into e-ticketing. He wants to be sure everything is in place and his deputies can access records from their patrol cars.

The Sheriff's Office will be audited by CJIS (Criminal Justice Information Services) October 21. Julie has been preparing for this audit for several months. It is Brad's understanding that this audit is largely IT related and Randy Hermanns from MicroSphere will be present for the audit.

The Sheriff's Office has made 53 arrests this year, down dramatically from previous years. This is the result of the department being down two positions. Over 1800 citations have been issued.

Brad plans to order a new patrol car in January for delivery in March.

1.6 Peter Tarzian, Bill Martin, Angie Thompson - School District – Quarterly Report Tim Breeding, Ken Melzer, Lowell Smith, Ron McDermid also present

Dr. Tarzian was ill and unable to attend. Angie Thompson read the list of educational advantages noted on the prepared handout. SJSHS Business Manager Kim McKinney reviewed the spreadsheet she and Dr. Tarzian had prepared showing the financial benefits of a consolidated campus, where the big savings is under administrative staff. Bill Martin read a statement prepared by Peter Tarzian. The school board has voted to ask for an RFP for architectural services and they plan to extend the contract of project manager Mike Marino. They hope to have the design process completed by February. Right now they are looking at phasing the project at a cost of roughly 8 to 9.5 million dollars.

Commissioner Smith told the delegation that he continues to feel the matter of consolidation using public (SIP) dollars should be brought to the voters. Without SIP dollars this project could not happen. He is concerned that the school board has found a backdoor way to move forward with this project without going to the voters. Commissioner McCoy agreed, saying that the money they've already been given is theirs; however, if they are pledging future SIP dollars to this project he would like to see a consensus vote from the public. He feels it would be a good move to go to the citizens of Sherman County for a vote to garner support for the project. If the school board would come to the Court with more precise figures for the project a referendum could be presented to the voters. Bill said that the

board has looked into getting a loan based on current savings. Commissioner Smith said that if they are using SIP dollars to subsidize programs so they can use savings for a new building they are still subsidizing the project with public dollars. Bill said that four administrators, past and present, have determined this is the best thing to do for the education of our children and the matter will not likely go to a vote, as the board has made the decision to move forward. Commissioner McCoy said the Court could make a better decision on this matter when the numbers are more definite. The school board will come to the Court, probably after the first of the year with more precise figures.

1.7 Beth McCurdy - Fair Board - Quarterly Report

Tim Breeding present.

Beth presented the July minutes. She told the Court it was her understanding that there are two riding lawn mowers at the RV Park and asked if it was possible for the fair board to use one of them at the fairgrounds. Melva said that in the past the Court discussed drawing up an agreement between the Fair Board and the RV Park to share maintenance equipment. Beth also reminded the Court that the Fair Board would like to find a pickup to use around the fairgrounds. The Court suggested using the Dodge pickup, since OYCC the crew is usually finished with it before the fair or use the white Chevrolet pickup and Lee could use the Dodge.

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy to authorize the Fair to use the old mower located at the RV Park.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

1.8 Marnene Benson-Wood – Transit Coordinator/Treasurer – Quarterly Report

Marnene reviewed her quarterly report. She noted the need for transporting veterans continues to increase, as well as medical rides and rides for the elderly and disabled. She told the Court she plans to replace two vehicles sometime within a year.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve the ODOT Public Transit Division Agency Period Report for 2013-2015 Biennium Quarter 5 as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.0 ACTION ITEMS

2.1 Amendment No. 3 to Contract No. 9760 Between Oregon Department of Education and Sherman County for Early Learning Funds

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve Amendment No. 3 to Intergovernmental Contract No. 9760 for Professional Services between the Oregon Department of Education and Sherman County for Early Learning program funding award and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion Carried

2.2 General Contract/Revision - Community Transit: Vehicle Cleaning Service.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith to approve General Contract Revision between Sherman County Community Transit and Larry Triebelhorn for maintaining the cleanliness inside and out of Special Fund Transportation vehicles.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.3 Title VI Program Policy – Sherman County Community Transportation

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy, to approve and adopt Title VI Program Policy for Sherman County Community Transportation as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.4 Board of Property Tax Appeals (BOPTA) Intergovernmental Agreement between Gilliam County and Sherman County.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve Intergovernmental Agreement between Gilliam County and Sherman County for reciprocal services regarding Board of Property Tax Appeals (BOPTA) for the 2014 BOPTA year.

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No: 0
Abstain: 0
Motion carried.

2.5 Authorize Budget Transfers

Motion by Commissioner McCoy, second by Commissioner Smith, to approve budget transfers from County General Fund to Community Development Fund in the amount of \$34,000, to Emergency Services Fund in the amount of \$18,000, to Computer Reserve Fund in the amount of \$50,000, to Wellness Center Fund in the amount of \$3,000 and to Senior Center Fund in the amount of \$43,000 for total County General Fund transfers of \$198,000.00.

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Abstain: 0
Motion carried.

2.6 Quotes for Dishwasher Replacement – Senior Center

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Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.7 Agreement between Biggs Service District and Anderson Perry & Associates to Update Water System Feasibility Study

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Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.8 Holiday Schedule – December 26th and January 2nd.

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to declare as holidays December 26, 2014, and January 2, 2015, for all Sherman County employees.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried.

2.9 Early Childhood Services Funding Agreement

<u>Motion</u> by Commissioner Smith, second by Commissioner McCoy, to approve the proposed Early Childhood Services Funding Agreement as presented.

Yes: Smith, McCoy, Thompson

No: 0
Abstain: 0
Motion carried

3.0 **DISCUSSION ITEMS**

3.1 Senior Center Repair Estimate - ServPro

Looked at the ServPro bill \$7,768.79 for cleaning after the City's drain backed up into the Sr. Center. It was noted that the City of Moro's insurance has paid the bill in full.

Commissioner Smith will contact City of Moro Public Works Director John English to make certain a backflow device is installed at the connection to the Sr. Center to prevent this from happening again.

3.2 Foreclosed Property in Grass Valley - Next Steps

Reviewed the packet prepared by Finance Director Debbie Hayden with information about the Hutchins property in Grass Valley; taxes owed are \$6,008.32. Judge Thompson will look at the property tomorrow.

3.3 Thank You Letter – Columbia Gorge Community College Foundation

Acknowledged thank you letter from Dan Spatz thanking the Court for the \$2,500 Sherman County Scholarship donation which was awarded to second-year nursing student Sarah Reser.

3.4 2014 Levy Certification

Reviewed the levy certification for Sherman County taxing districts submitted by Assessor Ross Turney.

3.5 Commissioners Reports

McCoy – Attended CAC meeting. Trying to get better guidelines for signing people up for Medicaid. Wants to get after hours medical care for Sherman County residents. Mark Corey is working with other small providers to try to accomplish this. It might be a fitting undertaking for the regional CAC.

Went to LID/ACT meeting; met with Kate Sinner, Regional Oregon Solutions Coordinator, and gave her a tour of the Wasco Annex. Carol Olmsted asked what has been done to the roof at the Wasco Annex. Talked with Wasco City Councilor Ken DeGrange regarding Wasco Annex. Ken indicated that the City of Wasco might be willing to take on the challenge of rehabilitating the Wasco School if interest was shown by a group of young people who are inspired to develop the property.

Smith — ODOT viewed the county's radio system and was impressed. They indicated they would like to partner with Sherman County; told them that we'd partner with them only if they are a value to us.

MCCFL is looking at putting up a new building. MCCOG is administering transportation services for 14 counties. Kate Sinner is interested in helping Oregon Raceway Park with their power issue. Contacted John English at the City of Moro and he will install the backflow device at the Sr. Center next week.

Thompson – Sat in on a meeting of the Central Oregon Workforce Consortium. They are setting up a Central Workforce Investment group that will involve 10 counties in our region. There needs to be an ORS 190, and a 501(c)(3) established. Sherman County will need an IGA with the 10 counties and pass a resolution.

Learned that Oregon State Parks have been talking to Corps of Engineers about Giles French, LePage and Philippi parks.

4.0 CONSENT AGENDA

- 4.1 Minutes of October 1, 2014
- 4.2 Revenue/Expenditure Summary September
- 4.3 Treasurer's Report September

<u>Motion</u> by Commissioner McCoy, second by Commissioner Smith, to approve the Minutes of October 1, 2014, Revenue/Expenditure Summary for September and Treasurer's Report for September as presented.

Vote: 3-0

Yes: McCoy, Thompson

No: 0 Abstain: 0

5.0 **FUTURE AGENDA ITEMS**:

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 2:45 pm.

ATTEST: KitaWusow
Rita Wilson, Deputy Clerk

Gary Thompson, Sherman County Judge

Mike Smith, Sherman County Commissioner

Tom McCoy, Sherman County Commissioner