



## Court Agenda

**December 3, 2014**

### **1.0 Appointment Schedule:**

- 1.1** 9:00 a.m. Gary Farnsworth – ODOT – Solicitation of Interest (SOI) conducted by Oregon Innovative Partnerships Program (OIPP) through ODOT Re: Proposed Biggs Junction Truck Parking Project
- 1.2** 9:30 a.m. Jaclyn McCurdy, Brad Baird – Biggs Service District/Anderson Perry – Biggs Service District Proposed Water System: Next Steps
- 1.3** 10:30 a.m. Roger Whitley – Wasco Annex Manager – Property Usage Updates
- 1.4** 10:45 a.m. Jennifer Zimmerlee – RV Park Host – RV Park Recommendations & Updates
- 1.5** 11:30 a.m. Cliff Jett – City of Rufus Mayor – Re: Letter of Intent to Oregon Business Development
- 1.6** 1:15 p.m. Rod Asher – Weed Department – Funding Request for Sprayer
- 1.7** 1:30 p.m. Executive Session in Accordance with ORS 192.660 (2)(h) Legal Rights

### **Additions to Agenda:**

## **Action Items:**

- 2.1 Prevention Funding Request – Brad Henning Presentation
- 2.2 Transportation of Veterans in Highly Rural Counties - Grant Agreement Between State of Oregon Department of Veteran's Affairs and Sherman County

## **3.0 Discussion Items:**

- 3.1 Central Oregon Workforce Consortium (COWC) - Update
- 3.2 OYCC Summer Work Program
- 3.3 Wasco Annex Questionnaire
- 3.4 Draft 2013 Material Recovery - DEQ
- 3.5 Commissioner Reports

## **4.0 Consent Agenda:**

- 4.1 Minutes of November 5, 2014
- 4.2 Claims – November
- 4.3 Revenue/Expenditure Summary – October
- 4.4 Treasurer's Report - October

## **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

December 3, 2014

Present: County Judge Gary Thompson, Commissioner Tom McCoy, Commissioner Mike Smith; Administrative Assistant Melva Thomas; County Clerk Jenine McDermid.  
Visitors: Roger Whitley, Jaclyn McCurdy, Brad DeHart, Gary Farnsworth.

**SUMMARY OF ACTIONS TAKEN:**

**Motion** by Commissioner McCoy, second by Commissioner Smith, to approve providing a letter of support in moving forward with the Solicitation of Interest (SOI) conducted by Oregon Innovative Partnerships Program through ODOT regarding a proposed Biggs Junction Truck Parking project and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

**Motion** by Commissioner Smith, second by Commissioner McCoy to provide the City of Rufus with a letter of intent expressing interest in purchasing a site for development at the Rufus Industrial Park 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 authorize the expenditure of up to \$3,528.00 for additional sprayer equipment options with funding to come from SIP Additional Fees Fund.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

**Motion** by Commissioner Smith, second by Commissioner McCoy, to schedule a hearing at 11:30 a.m. on December 17, 2014, for possible removal of fair board member for good cause and authorizing Judge Thompson to sign notice of hearing.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

**Motion** by Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of \$2,000.00 from Prevention funds for Brad Henning presentation at the Sherman Jr./Sr. high school and ask the school district to share the cost.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

**Motion** by Commissioner McCoy, second by Commissioner Smith, to approve Grant Agreement No. 1 between the State of Oregon Department of Veterans' Affairs and Sherman County for an amount not-to-exceed \$45,000.00 to fund the Transportation of Veterans in Highly Rural Areas program and authorizing Judge Thompson to sign.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

**Motion** by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of November 5, 2014, and the October Treasurer's Report as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

**Motion** by Commissioner Smith, second by Commissioner McCoy, to approve the claims for November as presented.

Vote: 3-0

Yes: Smith, McCoy, Thompson

No: 0

Abstain: 0

Motion carried.

### **1.0 APPOINTMENT SCHEDULE:**

Judge Thompson opened the meeting at 9:00am. A quorum was present. No news media were present. There were no additions to the agenda.

**1.1 9:00 a.m. Gary Farnsworth – ODOT – Solicitation of Interest (SOI) conducted by Oregon Innovative Partnerships Program (OIPP) through ODOT Re: Proposed Biggs Junction Truck Parking Project**

Gary Farnsworth was hoped to obtain consensus of the court to move forward with the SOI as presented in the draft. There may be changes to the document after review by ODOT's legal counsel; he pointed out recent edits. He added there may be up to \$2,000,000 in funding surplus directed toward this project, but no formal authorization currently. This is more of a "trolling" proposal to the private sector in hopes of seeking interested private parties and their ideas. The Truck Stop Organization and Motor Carrier Advisory Committee are less interested in using public funds as they would like to see more funding in areas such as Troutdale or Boardman and they think drivers in this area simply need more education. Commissioner Smith said this is a big opportunity and good offer from ODOT. He asked if no one else is interested would there be a possibility of the County being considered. Gary Farnsworth replied land needs to be purchased and then maintained which becomes a long-term liability; he added this is an open solicitation which needs to be extended to the private sector. Court members agreed to help, but certainly don't want to run this. Judge Thompson mentioned he learned about property in Biggs Junction that will be auctioned off soon. It was agreed to notify local folks by posting notices and personally hand delivering the solicitation document. Commissioner McCoy suggested wording the document so there is plenty of time to respond. Gary Farnsworth will visit with a representative of the trucking organization. He and Brad DeHart offered to help with making the rounds with property and business owners within the next month. Jaclyn McCurdy suggested discussing this subject at the next Biggs Water District meeting. Mr. Farnsworth requested the Court submit a letter of support addressed to the Transportation Commission endorsing this solicitation.

**Motion by Commissioner McCoy, second by Commissioner Smith, to approve providing a letter of support in moving forward with the Solicitation of Interest (SOI) conducted by Oregon Innovative Partnerships Program through ODOT regarding a proposed Biggs Junction Truck Parking project and authorizing Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**

Gary Farnsworth will contact Judge Thompson later to discuss the outreach effort. Melva affirmed the letter will also make reference to the John Day Act. Brad DeHart will visit with Kate Sinner about including this for discussion at the advisory meeting. Judge Thompson added he believes Peter Mitchell with the Port of Arlington will fill in for him at the Connect Oregon meeting in January.

**1.2 9:30 a.m. Jaclyn McCurdy, Brad Baird – Biggs Service District/Anderson Perry – Biggs Service District Proposed Water System: Next Steps**

At 9:39 a.m. the Court met as the Biggs Service District Board to discuss the next steps involved with the proposed water system. It was agreed a meeting with business owners will be scheduled for January.

**1.3 10:30 a.m. Roger Whitley – Wasco Annex Manager – Property Usage Updates**

Ron McDermid was present. Cody Olsen submitted a letter of interest specific to office space at the Wasco Annex. He is seeking a more accessible location for his business. Roger said there is space available. The Court is concerned about the reduction of businesses located on Wasco's main street. Commissioner Smith will get an opinion from the Wasco City Council.

A written synopsis of activity was received from Roger. His report included activities throughout the annex and gym, past problems with vandalism and frozen pipes in the gym and shop which have been eliminated; reports on various types of events held in the annex; is seeing much use of the new chairs and tables for rent; completed the first phase of the energy trust program, with a possible second phase to be considered; reported the main roof has not leaked, but the boiler room had an issue that was corrected; plans for repairs on the second floor; made bug screen repairs at the preschool and repairs at the playground; adjusted the boiler which should result in energy savings; ongoing lawn maintenance; has given several tours of the building to visitors.

Commissioner Smith said earlier in the day he forwarded a building codes report to Melva and Tom that outlined suggestions for improvements to the annex and he will forward this to Roger. Melva hadn't received an official inspection report from the fire marshal. Judge Thompson said the county needs to begin charging Roger for the hot stretch class and will need a signed lease agreement. Melva said another issue is the amount of heat being produced as the boiler is set for higher temperatures during the hot stretch class and there have been complaints about other rooms being too warm. Roger said he has reduced need for the main boiler by utilizing freestanding heaters. The class is held three times weekly and he charges each participant \$20 per month with attendance ranging from 2-12 per session. He said the class is being held to make Sherman County residents healthier, not to make money. The Court discussed the amount of monthly rental. Those with small office space pay \$100 per month. Commissioner Smith thought the CCO may be able to offer financial assistance as this a health/fitness use. The Court will discuss rent after more is learned from the CCO. Melva will develop a lease agreement consistent with other Annex renters.

**1.4 10:45 a.m. Jennifer Zimmerlee – RV Park Host – RV Park Recommendations & Updates**

Georgia Macnab was present. Jennifer presented a written summary for the end of summer 2014. There were 334 guests, compared to 208 guests in 2013. She reported continuing issues in the bathroom with flooding. Jennifer having difficulty locating a gutter installer, but the gutters need to be in place prior to installation of the French drain. Also, the floors need to be replaced and it is difficult to keep them clean due to the rough



surface. Jennifer said another concern is the concrete walls are cracking, which is causing the tile to crack and she thinks this will be a major safety issue within a couple of years. Commissioner McCoy suggested contacting Bob Nisbet for an evaluation. She said park residents have asked for a second heater in the shower area of the bathroom as it is cold during the winter months. Jennifer reported RV park residents are experiencing slow internet connectivity due to the number of users. She suggested installation of two separate lines through CenturyLink, one for residents and one for guests and up to 10MB per line. She noted there is a lack of customer service with the current provider. Commissioner Smith said he was not aware of these problems and offered to help.

The park needs to be graveled. The court suggested Georgia could visit with Mark Coles about this being done by the road department. The older picnic tables need to be replaced as they are a safety hazard. The park could use about 24 new tables. They should be easy to move, with composite or metal construction. It was suggested the new tables be included in the 2015-16 budget. Judge Thompson recommended the old tables be destroyed once the new ones are in place. Jennifer also provided estimates for park projects. The landscaping budget does not include irrigation as she hand-waters everything. The list included gutters, paint for both inside and outside of the bathroom; construction of a lean-to for equipment storage; paint for the shed; landscaping and other changes for an improved visual appearance. Jennifer suggested holding off on improvements to the new bathroom other than the gutter and French drain installation until a determination is made about the concrete issue. The old bathroom needs sealed and painted. Jennifer stated she has been documenting the hours she works, which has been averaging 35-40 hours per month. She suggested better checks and balances on how the money is handled as this could become an issue with a future camp host that may not feel well-compensated. She provided several ideas in her report for handling this. The current monthly pay is \$350 for 20 hours per month plus space rent and Jennifer added she's been working an average of 35-40 hours per month. Georgia noted Jennifer is currently camp host, but is also doing maintenance/repair duties. Commissioner McCoy asked what would be fair. Georgia was not sure on how to adjust the compensation, but it needs to be upgraded as this job could cause an employee to "burn out". The job description needs to be updated and it was suggested a separate budget be developed for the RV Park out of the Parks budget. Jennifer also suggested an incentive program may be considered. Melva advised any changes will need to be presented to the compensation board next spring. Snow removal was discussed and a suggested method was installing a blade on the ATV. Jennifer thinks it has a good reputation as a nice, clean, quiet RV park. She said Workcamper.com is a good resource for locating camp hosts in search of a one year position. Jennifer added she attempted to develop a relationship with the fair and suggested a need for an MOU between the Fair Board and RV Park for equipment use; she added a "give and take" relationship would be helpful. The court recommended she and Georgia update the job description; this will be discussed with the court again in January. Melva will develop an MOU to be reviewed by legal counsel and the court before being approved. Jennifer will move forward on locating someone to install the gutters.

### **1.5 Cliff Jett – City of Rufus Mayor – Re: Letter of Intent to Oregon Business Development**

Brad Lohrey was also present. Mayor Jett requested the court draft a letter of intent to develop facilities in the Rufus Industrial Park. The purpose is to show Oregon Business and ODOT that facility development is in the works. Mayor Jett added this letter is not binding. The sites are 2.5 to 3 acres in size and they will be releasing a contract in December for bids to level the sites.

**Motion by Commissioner Smith, second by Commissioner McCoy to provide the City of Rufus with a letter of intent expressing interest in purchasing a site for development at the Rufus Industrial Park and authorizing Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**

Mayor Jett thanked the Court for their support over the years. Judge Thompson is working with Kate Sinner to retain Cliff on the Regional Solutions Team due to the knowledge he has acquired over the years.

### **1.6 1:15pm – Rod Asher – Weed Department – Funding Request for Sprayer**

In November the court approved \$33,000 for a new spray system. Rod had been misinformed and thought the system it was upgradable, but if he goes with the original quote that was approved by the Court the future cost would be higher. This equipment will help with the spray port date and has touch screen technology. He requested an additional \$3,528 for the Raven Pro Field Computer.

**Motion by Commissioner McCoy, second by Commissioner Smith, to authorize the expenditure of up to \$3,528.00 for additional sprayer equipment options with funding to come from SIP Additional Fees Fund.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**

### **1.7 1:30 pm Executive Session in Accordance with ORS 192.660 (2)(h) Legal Rights**

At 2:00pm: **Motion by Commissioner Smith, second by Commissioner McCoy, to go into Executive Session in accordance with ORS 192.660 (2)(h) Legal Rights.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**



Regular session resumed at 2:25pm. The Court discussed the details of scheduling a hearing.

**Motion** by Commissioner Smith, second by Commissioner McCoy, to schedule a hearing at 11:30 a.m. on December 17, 2014, for possible removal of fair board member for good cause and authorizing Judge Thompson to sign notice of hearing.

**Vote:** 3-0

**Yes:** Smith, McCoy, Thompson

**No:** 0

**Abstain:** 0

**Motion carried.**

**Action Items:**

**2.1 Prevention Funding Request – Brad Henning Presentation**

The Court discussed providing funds for future Brad Henning presentations.

**Motion** by Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of \$2,000.00 from Prevention funds for Brad Henning presentation at the Sherman Jr./Sr. high school and ask the school district to share the cost.

**Vote:** 3-0

**Yes:** Smith, McCoy, Thompson

**No:** 0

**Abstain:** 0

**Motion carried.**

**2.2 Transportation of Veterans in Highly Rural Counties – Grant Agreement Between State of Oregon Department of Veteran's Affairs and Sherman County**

The grant agreement document was reviewed. Judge Thompson will check with AOC staff on the process of identifying eligible veterans.

**Motion** by Commissioner McCoy, second by Commissioner Smith, to approve Grant Agreement No. 1 between the State of Oregon Department of Veterans' Affairs and Sherman County for an amount not-to-exceed \$45,000.00 to fund the Transportation of Veterans in Highly Rural Areas program and authorizing Judge Thompson to sign.

**Vote:** 3-0

**Yes:** Smith, McCoy, Thompson

**No:** 0

**Abstain:** 0

**Motion carried.**

### **3.0 Discussion Items:**

#### **3.1 Central Oregon Workforce Consortium (COWC) – Update**

The court reviewed a handout received describing roles, responsibilities, membership and next steps which are phased in from current to July/September 2015.

#### **3.2 OYCC Summer Work Program**

Dee Lane provided a list of important OYCC dates for 2015. It was the consensus of the Court to allow Dee Lane to move forward with preparations for next year's program.

#### **3.3 Wasco Annex Questionnaire**

After discussion the Court agreed to include information about the Wasco Annex in the next edition of the Citizen Reporter. Judge Thompson said there will be a discussion at budget time to consider other possible uses of the property as there has not been a group identified to support the facility. It was learned the Wasco City Council voted unanimously to not take it over. Commissioners McCoy and Smith will attend the January meeting of the Wasco City Council for a final discussion.

#### **3.4 Draft 2013 Material Recovery – DEQ**

Information received from the Oregon E-Cycles Program pertaining to Sherman County's recovered materials over the last three years was reviewed.

#### **3.5 Commissioner Reports**

Commissioner McCoy attended his first SAC (Senior Advisory Council) meeting; attended the Wasco Annex meeting; as a member attended the Lower John Day Advisory Committee meeting.

Commissioner Smith attended the Association of Oregon Counties (AOC) conference in Eugene; radio issues were discussed at the District 3 meeting; received certificate from Portland State Leadership Institute which was a good learning experience and he noted through this class he developed relationships with other commissioners; worked with Hood River County on housing proposal; he mentioned Judge Thompson is now President of AOC; attended EOCCO board meetings and public health meetings; he noted non-dairy cheeses are being produced at The Dalles; spoke with Carol MacKenzie about replacing Cliff Jett on the MCEDD board.

Judge Thompson learned the Hub should be organized sometime within the next couple of years, although is unsure who will serve as administrator; met with a private individual interested in running Philippi Park as a non-profit. This person has had discussions with the Corps of Engineers, Jessica Metta and has used the park for the past 30 years. Judge Thompson said the docks that were removed belonged to the marine board. On another note, the pump storage facility is getting some real interest. He will meet with four individuals from PGE soon to bring everyone up to speed. They need to raise \$4.5 million to complete the planning process. In other news he and Melva attended the Eastern Oregon Association dinner in Eugene and learned a Washington DC lobbyist has

been hired at a cost to the county of about \$10,000 but the county can back out after the first year if needed. Digital switch funding will be arriving soon from the state for the digital switch, although it is uncertain how the funds will be distributed. Melva is in the process of advertising for cleanup of the Grass Valley house recently acquired through a county tax foreclosure. Judge Thompson was elected President of AOC for the upcoming year.

**4.0 Consent Agenda:**

**4.1 Minutes of November 5, 2014**

The minutes were reviewed.

**Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of November 5, 2014, and the October Treasurer's Report as presented.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**

**4.2 Claims – November**

The November claims were presented.

**Motion by Commissioner Smith, second by Commissioner McCoy, to approve the claims for November as presented.**

**Vote: 3-0**

**Yes: Smith, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion carried.**

**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, Commissioner

  
Mike Smith, Commissioner