



Court Agenda

April 3, 2013

8:30 a.m.

Staff Meeting

Fire Extinguisher Training/Demo

1.0 Appointment Schedule:

- 1.1** 9:30 a.m. Shawn Payne – Emergency Services Director – Quarterly Report
- 1.2** 9:45 a.m. Rod Asher – Weed Control/Grounds Maintenance – Quarterly Report
- 1.3** 10:00 a.m. Sandy Macnab – Extension Service – Quarterly Report
- 1.4** 10:15 a.m. Lee Langston – Building Maintenance – Quarterly Report
- 1.5** 10:30 a.m. Arla Melzer – Public/School Library – Quarterly Report
- 1.6** 11:00 a.m. Jessica Metta – MC Economic Development District – Quarterly Report
- 1.7** 11:30 a.m. Daniel Hall – Resident – Housing Proposal
- 1.8** 1:00 p.m. Discuss IT Audit/Assessment Proposal
- 1.9** 1:30 p.m. Bryan Hunt - Tri-County Veterans Service Officer – Quarterly Report
- 1.10** 2:00 p.m. Mark Coles – Road Department – Quarterly Report; Utility Permit
- 1.11** 2:30 p.m. Jaclyn McCurdy – Biggs Service District – Audit Contract; Grease Trap
- 1.12** 3:00 p.m. Ross Turney – Deputy Assessor – Personal Property Tax Settlement

Additions to Agenda:

2.0 Action Items:

- 2.1 Appointment – NORCOR Budget Committee – Kyle Blagg
2.2 Appointment – NORCOR Board – Tom McCoy

3.0 Discussion Items:

- 3.1 Thank You Card
- 3.2 Food Service Inspection Report – Senior Center
- 3.3 Sherman County Wireless Network – Subscriber Stats
- 3.4 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of March 20, 2013
4.2 Claims – March

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

April 3, 2013

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

SUMMARY OF ACTIONS TAKEN:

Motion by Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of up to \$200 to purchase new chop saw. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to declare as surplus rock at China Hollow pit. Vote: unanimous

Motion by Commissioner Smith, second by Commissioner McCoy, authorizing Judge Thompson to sign Property Tax Settlement Agreement for Case No. TC-MD 120494N. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve the appointment of Kyle Blagg to represent Sherman County on the Northern Oregon Corrections (NORCOR) Budget Committee for a term of two years to be effective April 3, 2013, through February 1, 2015. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the appointment of Commissioner Tom McCoy to represent Sherman County on the Northern Oregon Corrections (NORCOR) Board of Directors for a two year term to be effective February 20, 2013, through February 1, 2015 with Judge Thompson as alternate. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to donate \$50 to Historical Society in memory of Phyllis McDermid. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of March 20, 2013, as corrected. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to go into executive session in accordance with ORS 192.660 (2) (h) Legal Rights and (i) Personnel. Vote: unanimous.

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1.0 APPOINTMENT SCHEDULE

1.1 SHAWN PAYNE – EMERGENCY SERVICES DIRECTOR – QUARTERLY REPORT

Shawn thanked the Court for the 2% COLA and benefit package. Reviewed her activity report and asked for questions. She gave a brief explanation of some of the acronyms in her report and the programs that she is involved with. Received a grant from the Sherman Development League for Critical Incident Stress training. A team will be trained May 31 and June 31 to conduct debriefings for emergency services personnel who have experienced traumatic situations; they will be able to travel throughout the region to provide debriefings.

The EMT class is officially finished. Seven students will take the national exam on April 13. The EMR (formerly First Responder) class will be complete soon, with three students from Rufus and one from Wasco. The First Responders in Rufus will be working under Sherman County Ambulance protocols. Shawn reported that Sherman County Ambulance has worked with the emergency personnel from Oregon Raceway Park and it was a positive experience. All Emergency Agencies in Sherman County are working together very well at this time.

Shawn told the Court that at the first of the year she took over the cleaning and stocking of the ambulance. Jim Payne changes the oil and helps with the maintenance. This will be a savings of about \$3,500 a year.

Commissioner Smith asked about South Sherman Fire District's updated roster. Shawn reported that some on the roster do not live in the district.

The mobile radios are now programmed and installed. Only the chiefs have new radios, the older radios are in use by other department volunteers. The pagers are not digital, so they will continue using the VHF system as the primary system and the digital when the signal isn't sufficient.

Commissioner Smith said that he needs to get in touch with Tom Coats to discuss the Gordon Ridge Repeater site. It would be ideal to leave the tower on Gordon Ridge, as it would cost between \$10,000.00 and \$20,000.00 to move it from its present location to Erskine.

1.2 ROD ASHER – WEED CONTROL/GROUNDS MAINTENANCE –QUARTERLY REPORT

Rod recently injured his back mopping the restrooms at DeMoss Park. He has filed all of the necessary paperwork.

Are spraying highway and wind farm right-of-ways now. Will start noxious weed control efforts soon. They are looking to hire two technicians for six months to spray for the Deschutes Cooperative Weed Management Project spearheaded by Fish & Wildlife and SWCD. These technicians will primarily be supervised by the other agencies cooperating in the project. The main focus of the project is the area between the river and farmland.

Doing some contract work on the wind farms, working with BPA, and Cascade Crossing to control weeds in these corridors.

There is a new person in the Portland office of the Army Corps of Engineers and there have been problems getting a contract out to get work done. They have combined the area from the McNary Dam to The Dalles Dam into one contract and it is not working. Rod is still trying to do some spraying for them, as he is finding Skeleton Weed on their properties. He has to have authorization to treat Federal land.

The purchase of a Polaris UTV was discussed. Rod has two quotes for both a diesel and gasoline vehicle. He would prefer diesel. A diesel rig outfitted with a spray tank and accessories would be about \$16,000. There is currently \$15,543.00 in the Weed Sinking Fund. He will have more detailed information at the next Court meeting.

1.3 SANDY MACNAB – EXTENSION SERVICE – QUARTERLY REPORT

Sandy talked about the Court's idea of naming the conference room at the Steve Burnet Building in memory of Raleigh Curtis, and asked the Court if they were aware that Raleigh was not in favor of the new building. The Court said that they were.

All of the keys for the doors at the Steve Burnet building are now the same except for the Conference Room, which can be opened from the outside entrance without having access to the rest of the building.

Sandy's proposed budget is about \$3,400 less than he requested last year. He was told that unless there is a major change, departments aren't encouraged to schedule time with the Budget Committee.

Cindy Brown is hired to coordinate the 4-H programs and OSU agreed to pay ½ of her time; however she is a County employee. She held a cooking day camp over spring break that about 15 students attended. The Court suggested she might get involved with SNAP when the Commission on Families and Children is gone. Cindy will be scheduled for the May meeting.

The Sherman County Cattlemen and Wasco County Cattlemen have merged to form the North Central Livestock Association.

June 12th Tri County Court meeting needs to be rescheduled due to the Extension Field Day. The Steve Burnet Building will be dedicated that day.

1.4 LEE LANGSTON – BUILDING MAINTENANCE – QUARTERLY REPORT

Lee presented invoices totaling \$2435.07 that has been spent to get the Tri County Corrections Trailblazer ready for the Assessor's office to use. He reported that the gas gauge does not work and it would cost about \$700.00 to replace it. The decision was to leave it as it is now and see if the Assessor's office can manage by keeping close records of their mileage.

He gave a report on the maintenance projects he had completed during the past quarter. He checks each County vehicle once a month. He is in the process of completing trim work in some

of the offices and main hall. Dick Stradley has helped him make trim to match the original. A new wall was built in the shop to reduce heat loss. The electricity bill hasn't reflected any savings, but the building is warmer. He changes all of the furnace filters in the Courthouse each quarter. The filters on the main floor and upstairs do not look too bad, but the basement and attic filters are very dirty each time they are changed. He is wondering if we might get by changing the upstairs and main floor filters every six months rather than every three months. Melva mentioned that we need to purchase UV reducing sleeves to put over the lights in the main hall to preserve the integrity of the photos recently hung.

At some point Lee would like to see the floors in the upstairs restrooms tiled like the downstairs restrooms.

Lee asked the Court if he could purchase a chop saw to use in finishing the trim work as well as other projects that will come up. Commissioner Smith suggested purchasing a 12" saw.

Motion by Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of up to \$200 to purchase new chop saw. Vote: unanimous.

Judge Thompson asked if Lee had heard from Two Dogs about a bid for the replacement of the sewer line. Lee said he hadn't but he would call them as soon as he leaves this meeting.

1.5 ARLA MELZER – PUBLIC/SCHOOL LIBRARY – QUARTERLY REPORT

Arla did not show up for her appointment.

1.6 JESSICA METTA – MCEDD – QUARTERLY REPORT

Jessica presented her written report. Cottonwood Canyon State Park is scheduled to open the week of September 23. The camping facility won't be open at that time. She is hoping to get Sherman County representation there. The Condon Chamber of Commerce will have a kiosk there.

Gorge Grown is looking for locals who would be interested in helping run the Farmers Market. They are also looking for local vendors.

Gorge Tech Alliance will have a booth at the Columbia Gorge Job Fair April 6 and Jessica wanted to know if there are any job openings with Sherman County that could be advertised. Melva mentioned the Weed/SWCD positions. GTA is hosting a free robotics training in Moro April 13.

There has been only one party showing interest in the County's Solar Loan program. Jessica said that she has been asked why the Court members have not taken advantage of the program if it's such a good deal. Both Commissioner Smith and Judge Thompson said that they are thinking about it.

Jessica is taking over the Philippi Canyon Park discussions from the City of Rufus. It is reported that the Corps of Engineers has begun taking out the dock, which they said they wouldn't do until September.

Tom Reed of Green Home Construction wants to coordinate a pilot program to offer zero cost solar systems for Pacific Power customers in Sherman County with no out-of pocket costs for homeowners. OSIP payments would repay third party loan; Sherman County would loan funds to cover tax credits that the homeowners would receive. Jessica suggested that it would be possible to promote this through our current program plan. She would like to plan another meeting to promote solar to the residents and have Tom bring in his proposal, along with Hire Electric. More money might need to be added to the solar program fund in order to do this. It was the consensus of the Court to proceed.

Jessica asked for ideas for projects the Court would like her to take on.

1.7 DANIEL HALL – RESIDENT- HOUSING PROPOSAL

Daniel presented proposal to request a construction loan not to exceed \$154,000 for a Hayden Home (Simplicity Homes) out of Bend. He has been pre approved for a VA loan.

Judge Thompson explained to Commissioner McCoy that SIP funds were set aside for workforce housing. Some of this money was used to purchase lots in the Asher Subdivision.

This home would be used as a model home for the development, as the developer has run out of funds to build a model home. So he is cutting \$900.00 from the price of the lot and including some landscaping.

The County would loan the construction costs to Daniel; the paper work would take about a month, construction is projected to take 150 days. The house must appraise for at least the amount of the loan, at which time the VA Loan would repay the County and the Halls would take over VA loan payments. It was the consensus of the Court to move forward pending proof of financing, and approval of County Counsel.

1.8 DISCUSS IT AUDIT/ASSESSMENT PROPOSAL

Present: Ron McDermid, Debbie Hayden, Ross Turney, Bryan Hunt, Brad Lohrey

Commissioner Smith said that Marty Willie was to stop by the courthouse to determine what might be needed in order to develop a quote and form a scope of work. Because of the concern over potential cyber attacks he believes the County needs an audit by an independent source of our communications system, our software and virus protection. He recommends having Marty Willie of MCCOG conduct such an audit.

Ron McDermid stated that he had been asked to meet with Mr. Willie on April 2 as a contact person, but decided he did not have enough information about what was being pursued. Commissioner Smith said the cost would be in the neighborhood of \$1,000-\$1,500. Debbie Hayden said that it appears this audit would include services and that would indicate that MicroSphere and the ESD should be part of this assessment. Commissioner Smith said that the intent is not to audit independent departments, but to determine if we are getting the services we should be getting. The window of opportunity to get Mr. Willie's assistance may be short and we would be getting a good service for the cost.

Ron McDermid told the Court that he believes both MicroSphere and the ESD are aware of our security needs and he would like to wait until all of the updates are implemented to do something like this. Commissioner Smith said that this is about a holistic look at our system; where we are and how we are doing. Who has ownership of everything within the system. Ron said that everyone needs to know the scope of work and feel comfortable with the process. We need the participation of ESD and MicroSphere and let the individual departments know what is going on. Ross Turney said that he has worked in situations where the security concerns have led to extremely tough policies. Commissioner Smith said that the main concern was with the courthouse and how the firewalls are set up and virus protection is well maintained.

Commissioner McCoy related that Mr. Willie would simply make recommendations to the Court. The Court can decide then where to go from there.

1.9 BRYAN HUNT – TRI COUNTY VETERANS SERVICE OFFICER- QUARTERLY REPORT

Bryan presented his 3rd quarter report which included Outreach activities for Sherman County, Composite Report for the three counties and Outreach/Enhancement/Expansion hours/Miles/Purchases.

He will be having surgery in May and would like to have his wife drive him in the county vehicle. Commissioner Smith asked about having his wife work as a volunteer. Bryan said he could do about 90% of his work from his Fossil office. Debbie Hayden will look into the volunteer option with our insurance company and get back to the Court.

Bryan told the Court that he declines his step increase and COLA because it comes directly out of his program, ultimately away from his veterans. If he were to get a raise, all three counties would need to come up with funds. Judge Thompson indicated were concerns with supplanting issues and he would try to learn more in Salem.

1.10 MARK COLES – ROAD DEPARTMENT – QUARTERLY REPORT; UTILITY PERMIT

The Kent pumping station did not get the required utility permit before beginning work. The project manager was not aware that work had proceeded. Another project is coming up to install fiber optics from Wasco to Big Eddy substation.

Spring quarter report. Started grading Feb. 19th and are almost finished with the first round. They are spraying weeds and cleaning culverts. The annual MSHA meeting was held at the Senior Center.

The new crusher is up and running. The crew was trained last week on operation and maintenance of the equipment. There was an issue with the computers not communicating between the different parts, but that was fixed.

A letter from Mike Weedman was reviewed. Mark agreed that vehicles and equipment are getting larger and heavier, and it is hard on the gravel roads. At some point we may need to rethink our road building standards. Commissioner McCoy asked Mark to talk to Mike. Some

measures can be taken, but the North end does have issues with traffic of cranes, large fertilizer trucks and large grain trucks

Ken DeGrange would like the old chip rock at China Hollow to blend with some of his product. Mark wants to follow proper procedure. Do we need to declare this surplus? There is no paperwork on the agreement with Dutch Richelderfer. Mark wants to make sure that whoever gets the rock knows the quality of the product they are getting.

Motion by Commissioner Smith, second by Commissioner McCoy, to declare as surplus rock at China Hollow pit. Vote: unanimous

Judge Thompson asked Mark if he would consider selling gravel to Hood River County. They would truck it. Mark said that it would be possible. He said he's also had inquiries from ODOT for gravel. Judge Thompson said that he would have Hood River contact Mark directly.

1.11 JACLYN MCCURDY – BIGGS SERVICE DISTRICT – AUDIT CONTRACT; GREASE TRAP

Jaclyn has talked with Brad DeHart from ODOT about Cottonwood State Park signage. He told her that the request must come from State Parks. She may need to contact State Parks and request signage at Biggs Junction and Wasco.

Reviewed warning letter from DEQ on inspection of the treatment plant. Three violations were noted over the last year. Jaclyn will send letters to the businesses in Biggs informing them of the violations, sending them copies of the County's Grease Trap Ordinance and policy regarding enforcement. She will also contact Glen Pierce from North Central Public Health to ask him to inspect all of the restaurants in Biggs.

The letter from the City of Rufus' Auditor was incorrect; a review is to be done this year, not a full audit. Jaclyn will have it for the next court session.

The Biggs Interchange Project bid has not been awarded yet. There is a two million dollar difference between the two lowest bids.

1.12 ROSS TURNEY – DEPUTY ASSESSOR – PERSONAL PROPERTY TAX SETTLEMENT

Ross updated the Court on the \$32,152.46 settlement with DeAtley Crushing Company. This company had equipment in Sherman County in 2008 and refused to pay the personal property tax. Their stand was that they didn't have to pay Oregon taxes because they were from Idaho. Morrow County took them to tax court for the same reason and won. Although there is now a court order to pay us, it is not stipulated when they have to pay. We have dropped the late fee if they pay within 30 days. Their equipment can be seized if it is in any of the counties involved.

Motion by Commissioner Smith, second by Commissioner McCoy, authorizing Judge Thompson to sign Property Tax Settlement Agreement for Case No. TC-MD 120494N. Vote: unanimous.

2.0 ACTION ITEMS

2.1 Appointment – NORCOR Budget Committee – Kyle Blagg

Motion by Commissioner McCoy, second by Commissioner Smith, to approve the appointment of Kyle Blagg to represent Sherman County on the Northern Oregon Corrections (NORCOR) Budget Committee for a term of two years to be effective April 3, 2013, through February 1, 2015. Vote: unanimous.

2.2 Appointment – NORCOR Board – Tom McCoy

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the appointment of Commissioner Tom McCoy to represent Sherman County on the Northern Oregon Corrections (NORCOR) Board of Directors for a two year term to be effective February 20, 2013, through February 1, 2015 with Judge Thompson as alternate. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to donate \$50 to Historical Society in memory of Phyllis McDermid. Vote: unanimous.

3.0 DISCUSSION ITEMS

3.1 Thank you card

Reviewed thank you card from Patty Burnet.

3.2 Food Service Inspection Report – Senior Center

Reviewed a good report from 3/28/2013

3.3 Sherman County Wireless Network – Subscriber stats

There are currently 99 subscribers to the County Wireless Network. This is down four from last month because Grass Valley is down right now due to electrical issues. Commissioner Smith talked with Earls about putting a tower on the old grade school in Grass Valley.

3.4 Commissioner Reports

McCoy: Attended MCCOG, Lower John Day, ACT meetings . Will attend Clinical Advisory Council meetings. Talked at MCP Marketing meeting about dedicating the conference room at the Steve Burnet Building for Raleigh Curtis. If County will order plaque MCP will pay for it.

Thompson: Getting close to finishing the RV Park restrooms. Working with Community Renewable Energy Association on changing some PUC rulings. Problem at Wasco Annex with kids getting into the gym even after the locks have been changed. Giles French plans are coming along. The tribes have been contacted; and will be meeting with each of them separately to discuss possible designs, etc. Need the input and approval of all four tribes. Will meet with legislators next week about HUB plans.

Smith: Met Monday with MCCFL to do community assessment on May 21 6-8 pm. Will invite community to a light meal and gather input regarding mental health services and other services; open forum. MCCFL had a staffing change to try to improve services. Will set up to provide services at the Moro Clinic.

4.0 **CONSENT AGENDA**

4.1 **Minutes of March 20, 2013**

Commissioner McCoy requested changing word from banning to regulating GMO crops.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of March 20, 2013, as corrected. Vote: unanimous.

4.2 **Claims – March**

Motion by Commissioner McCoy, second by Commissioner Smith, to approve the claims for March 2013. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to go into executive session in accordance with ORS 192.660 (2) (h) Legal Rights and (i) Personnel. Vote: unanimous.

Discussed legal rights and personnel issues.

5.0 **FUTURE AGENDA ITEMS:**

THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 4:20 P.M.

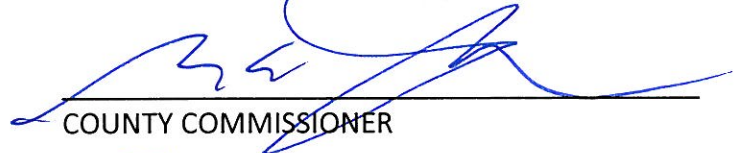
ATTEST:



COUNTY CLERK



COUNTY JUDGE



COUNTY COMMISSIONER



COUNTY COMMISSIONER