



Court Agenda

August 7, 2013

9:00 a.m.

1.0 Appointment Schedule:

- 1.1** 9:00 a.m. Jenine McDermid - Clerk – Quarterly Report
- 1.2** 9:15 a.m. Jan Byram – Senior Center Manager – Quarterly Report
- 1.3** 9:30 a.m. Marnene Benson-Wood – Transit Coordinator – Quarterly Report
- 1.4** 10:00 a.m. Ron McDermid – Justice Court – Quarterly Report
- 1.5** 10:15 a.m. Georgia Macnab – Planning Department – Quarterly Report
- 1.6** 10:30 a.m. Aaron James – Mid-Columbia Economic Development District – Presentation on Agora Investment Platform
- 1.7** 11:00 a.m. Dean Dark, Bob Thomas – Wildlife Specialist – Quarterly Report
- 1.8** 11:15 a.m. Brad Lohrey – Sheriff – Quarterly Report
- 1.9** 11:30 a.m. Teri Thalhofer, Kim Williams – Early Learning Services in Sherman County
- 1.10** 1:30 p.m. Ron McDermid – Court Security – Security Plan Updates

Additions to Agenda:

2.0 Action Items:

- 2.1 Appointments – Fair Board: Sarah Bibby, Tim Breedings
- 2.2 RV Park Restroom/Shower Facility – Proposals for Exterior Finish
- 2.3 Stipulation, Request For Order Regarding Lien Priority and Consent to Judgment between the United States and Sherman County
- 2.4 Order Approving Stipulation, Request for Order Regarding Lien Priority and Consent to Judgment between the United States and Sherman County
- 2.5 Order in the Matter of Designating a Newspaper for the Publication of the 2013 Sherman County Foreclosure List
- 2.6 Proposal for Kiosk Sign
- 2.7 Estimates for Brochure/Website Updates and Printing
- 2.8 Philippi Park Support Request
- 2.9 Intergovernmental Agreement for Geographic Information System (GIS) Services between Wasco County and Sherman County
- 2.10 Job Description – Emergency Services Director
- 2.11 Community Development Loan Agreement – Sherman Development League
- 2.12 Community Advisory Council (CAC) Membership

3.0 Discussion Items:

- 3.1 Early Learning Hub - Update
- 3.2 Giles French Park – Update
- 3.3 Clinic Funding
- 3.4 Funding to Staff Community Advisory Committee (CAC)
- 3.5 Sherman County Wireless Internet Subscriber Stats
- 3.6 Thank You Notes – Brooklyn Sandquist, Nick von Borstel, Audrey Kaseberg
- 3.7 Thank You Cards – Dee Lane, Theresa Olsen
- 3.8 Dental/Health Discount Programs – National Association of Counties
- 3.9 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of July 3, 2013
- 4.2 Claims – July
- 4.3 Revenue/Expenditure Summary – June
- 4.4 Budget Hearing Minutes June 19, 2013 – Biggs Service District

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 7, 2013 9:00am

Present: County Judge Gary Thompson, Commissioner Mike Smith, Commissioner Tom McCoy, Court Administrative Assistant Melva Thomas, County Clerk Jenine McDermid.

Additions to the agenda: 2.12 Community Advisory Council (CAC) Membership;
3.7 Thank You Card – Theresa Olsen

Summary of Actions Taken:

Motion by Commissioner Smith, second by Commissioner McCoy to approve the ODOT Public Transit quarterly report for the 8th quarter of the 2011-2013 biennium as presented. Vote: unanimous.

Consensus of the court to officially close the courthouse for employee security training from approximately 9:00am to noon and tentatively scheduled for October 1, 2013.

Motion by Commissioner Smith, second by Commissioner McCoy to appoint to the Sherman County Fair Board Tim Breeding to complete the term of Whitney McCormick expiring December 2015 and Sara Bibby to complete the term of Travis Boyd expiring December 2013 pending completion of required paperwork. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy to accept a bid from L3 LLC in the amount of \$10,367.50 to complete the exterior finish for the RV Park Restroom/Shower facility and authorize up to \$8,096 for a French drain system and authorizing Judge Thompson to obtain two additional estimates and check with the road department about completing the drain. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve Stipulation, Request for Order Regarding Lien Priority, and Consent to Judgment Between the United States and Sherman County and authorizing Judge Thompson to sign. Vote: unanimous.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve Order Regarding Lien Priority, and Consent to Judgment Between the United States and Sherman County and authorizing Judge Thompson to sign. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve an Order in the Matter of Designating a Newspaper for the Publication of the 2013 Sherman County Foreclosure List. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to authorize the expenditure of up to \$850 to design and create a sign to promote Sherman County businesses at Cottonwood Canyon State Park. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of up to \$2,400 for updating Sherman County "Explore the Land Between the Rivers" brochure and county website and to print 10,000 copies of the brochure. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to approve support of the Philippi Park project in the amount of \$40,000 for one year. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve Intergovernmental Agreement between Wasco County and Sherman County for Geographic Information System (GIS) Services. Vote: unanimous.

Motion Commissioner McCoy, second by Commissioner Smith, to approve Emergency Services Director job description as presented. Vote: unanimous.

At 3:01pm Motion by Commissioner Smith, second by Commissioner McCoy to go into executive session in accordance with ORS 192.660 (2) (h) Legal Rights. Vote: Unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy to authorize a loan of \$750,000.00 to Sherman Development League in support of economic development projects in Sherman County and amending the Community Development Loan Agreement to limit the repayment term for all loans to a period not to exceed twelve years. Vote: unanimous.

Motion by Commissioner Smith, second by Commissioner McCoy to appoint Teri Thalhofer and Barb Seatter to serve on the Sherman County Community Advisory Council (CAC) of the Eastern Oregon Coordinated Care Organization. Vote: unanimous.

Motion Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of July 3, 2013 and Revenue/Expenditure Summary for June. Vote: unanimous.

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

Motion Commissioner Smith, second by Commissioner McCoy, to approve the Biggs Service District Budget Hearing Minutes of June 19, 2013. Vote: unanimous.

1.0 Appointment Schedule:

1.1 Jenine McDermid – Clerk – Quarterly Report

The clerk briefed the court on activities including preparations for BOPTA; the county vehicle checkout slip has been updated; received notification of CAFFA grant funding approval in the approximate amount of \$85,000; May special district election was complete with a 50% voter turnout; preparations are underway for the 2014 primary election; was advised after a review by county legal counsel to record the John Day River declaration document; Department of State Lands personnel will speak with the court at the August 21 court meeting; discussed an inquiry about the process for fire district annexation, which would be brought before the voters; attended an election laws workshop at Pendleton; attending semi-annual clerk's conference later in the month; completion of annual property/liability insurance renewal; semi-annual courthouse fire drill on July 18; all newly recorded documents are now digitized and indexed on an ongoing basis with the same procedure underway for older records.

1.2 Jan Byram – Senior Center Manager – Quarterly Report

Jan presented her quarterly report and a photo of the nearly completed gazebo. A sign will be installed to recognize donors and project volunteers. Jerry Lohrey is making flower boxes for the structure. River rock will not be used around the perimeter of the gazebo for drainage. Reported there is a new MCCOG form for respite, and possibility a new billing structure. Jan would like landscaping done at the senior center; the OYCC crew weeded the area. She hopes a storage building could be built to store their excess tables and chairs; possible location is on the creek side of the building, with concrete extended to that location. She will obtain cost information.

1.3 Marnene Benson-Wood – Transit Coordinator – Quarterly Report

The court reviewed the community transit report for 2011-13 biennium quarter #8 April 1 to June 30 reflecting a current operating profit of \$4,264.86; is expecting a \$6,000 reimbursement from the state. Marnene will be ordering a 12 passenger van; received 3 estimates, with the preferred bid received two days after the deadline. The court recommended repeating the process to prevent any possible complaints. Marnene plans to replace the Honda Odyssey with a similar vehicle and will advertise for bids.

Motion by Commissioner Smith, second by Commissioner McCoy to approve the ODOT Public Transit quarterly report for the 8th quarter of the 2011-2013 biennium as presented. Vote: unanimous.

1.4 Ron McDermid – Justice Court – Quarterly Report

The court reviewed the Justice Court quarterly report for the 4th quarter of the 2012-13 fiscal year. Revenues were higher than expected; he was asked about the lower number of filings. There could be a number of reasons for this including density of traffic, time spent on investigations, etc. Marijuana citations can be violations, while the larger ones are felonies, all of which take up more of the court's time. Corrective legislation pertaining to court security funding was approved resulting in a return to court security funds originating from the county level instead of from the state. The court can now resuspend, which will help with the collections process.

1.5 Georgia Macnab – Planning Department – Quarterly Report

Georgia presented her quarterly report for April through July. Planning activities include Cottonwood State Park, Cascade Crossing, Brush Canyon wind farm, a zone change at Rufus; Verizon towers are being constructed; a temporary RV park permit outside of

Wasco was approved, along with a home occupation permit. A new RV park camp host was hired; has received permission to use the new restroom, with a few details to be completed; received an estimate for work on the RV park restroom; attended at DOE workshop in July. Judge Thompson added Georgia has been appointed to the EFSC Advisory Committee and the OPI Planning Committee.

1.6 Aaron James – Mid-Columbia Economic Development District – Presentation on Agora Investment Platform

Cliff Jett was also present. Aaron James described this as being similar to the realtor's RMLS website in that standard listing criteria are used matching projects to available financing. Capital providers include federal and state agencies, banks, individuals, etc. Aaron is moving out of the area and Maggie will be his replacement. The Rufus Community Center is on their website. Aaron asked for and was granted the court's support in the form of a letter to MCEDD.

1.7 Dean Dark, Bob Thomas – Wildlife Specialist – Quarterly Report

Bob Thomas was not able to attend. Dean has been working in the Grass Valley area and has located aggressive coyotes, but no cougars. He continues to trap feral pigs in the south end of the county. There was discussion of a proposal to do trapping for Wasco County; Judge Thompson will visit with Tyler Stone.

1.8 Brad Lohrey – Sheriff – Quarterly Report

Sgt. Terrel is retiring at the end of August and James Burgett has been hired to fill his position. Recent investigations and trials have affected their workload; a deputy is assigned to river patrol in the summer. Higher numbers are anticipated in the fall when all personnel are back on board. There has been a large drop in the number of river users which may be attributed to the closure of Phillippi Park. There was discussion about the NORCOR funding formula and the five year average. Sheriff Lohrey stated inmates should stay for the length of their determined sentence and not be released early.

1.9 Teri Thalhofer, Kim Williams – Early Learning Services in Sherman County

Cliff Jett and Amber DeGrange were also present. Teri Thalhofer is the Executive Director of the North Central Public Health District and Kim Williams is Program Director for the North Central ESD Early Education. They described services provided in Sherman County.

1.10 Ron McDermid – Court Security – Security Plan Updates

The court security committee met and intends to fund the installation of a camera post with four motion activated cameras near the front sidewalk of the courthouse. The committee allocated \$10,000 from the court security fund, with about \$7,500 for this purchase. Also approved were temperature and flood detector sensors for the server room; these will be connected to the alarm system. Courthouse security codes have been changed. The court security committee will include all county employees in a partial-day session on workplace safety and security; requested approval from the court. .

Consensus of the court to officially close the courthouse for employee security training from approximately 9:00am to noon and tentatively scheduled for October 1, 2013.

2.1 Appointments – Fair Board: Sarah Bibby, Tim Breeding

Motion by Commissioner Smith, second by Commissioner McCoy to appoint to the Sherman County Fair Board Tim Breeding to complete the term of Whitney McCormick expiring December 2015 and Sara Bibby to complete the term of Travis Boyd expiring December 2013 pending completion of required paperwork. Vote: unanimous.

2.2 RV Park Restroom/Shower Facility – Proposals for Exterior Finish

Judge Thompson requested estimates from four contractors; two were received. Shinpaugh & Shinpaugh Plastering Inc. provided an estimate in the amount of \$9,815.49 and L3 Construction, LLC for \$10,367.50. The court reviewed the estimates, materials recommended and scope of work, with the preferred materials recommended by L3. It was hoped this job could be completed prior to the fair.

The bid received from L3 Construction, LLC also included an estimate for a French drain system, although the priority is for the outside of the building to be completed soon. Additional proposals will be obtained if the court decides to move forward with the French drain system. It was suggested the county road department may be able to handle this project.

Motion by Commissioner Smith, second by Commissioner McCoy to accept a bid from L3 LLC in the amount of \$10,367.50 to complete the exterior finish for the RV Park Restroom/Shower facility and authorize up to \$8,096 for a French drain system and authorizing Judge Thompson to obtain two additional estimates and check with the road department about completing the drain. Vote: unanimous.

2.3 Stipulation, Request For Order Regarding Lien priority and Consent to Judgment between the United States and Sherman County

This involves property the county has an interest in due to unpaid property taxes.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve Stipulation, Request for Order Regarding Lien Priority, and Consent to Judgment Between the United States and Sherman County and authorizing Judge Thompson to sign. Vote: unanimous.

2.4 Order Approving Stipulation, Request for Order Regarding Lien Priority and Consent to Judgment between the United States and Sherman County

This pertains to the same subject addressed in item 2.3.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve Order Regarding Lien Priority, and Consent to Judgment Between the United States and Sherman County and authorizing Judge Thompson to sign. Vote: unanimous.

2.5 Order in the Matter of Designating a Newspaper for the Publication of the 2013 Sherman County Foreclosure List

The Times Journal was suggested as the newspaper for this purpose.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve an Order in the Matter of Designating a Newspaper for the Publication of the 2013 Sherman County Foreclosure List. Vote: unanimous.

2.6 Proposal for Kiosk Sign

Melva reported Jessica Metta has been working with Wasco residents to develop a kiosk for Cottonwood Canyon State Park. A quote was received from Rage Graphix and Design, with funding from the tourism budget.

Motion by Commissioner McCoy, second by Commissioner Smith, to authorize the expenditure of up to \$850 to design and create a sign to promote Sherman County businesses at Cottonwood Canyon State Park. Vote: unanimous.

2.7 Estimates for Brochures/Website Updates and Printing

Melva stated the brochure and map have been updated and funds are needed to print the updated brochures. These will be available at Cottonwood State Park. She would also like to add a website page for the Wasco Annex. The estimate for reprinting is \$1,695 and \$660 for the website update.

Motion by Commissioner Smith, second by Commissioner McCoy, to authorize the expenditure of up to \$2,400 for updating Sherman County "Explore the Land Between the Rivers" brochure and county website and to print 10,000 copies of the brochure. Vote: unanimous.

2.8 Philippi Park Support Request

Cliff Jett was also present. The court reviewed a proposal received from the Port of Arlington requesting the court's support in reopening Philippi Park. Cliff Jett spoke on behalf of the City of Rufus and Rufus businesses in support of the proposal. He stated this is an important piece for the Giles French Park as folks use both facilities, giving them another option for local recreation. It is hoped this facility could be self-supporting over a 3-4 year period, possibly with a user or river pass fees. Commissioner McCoy suggested supporting levels of \$40,000 the first year and decreasing support by \$10,000 annually with no support necessary by year 5. Judge Thompson will approach Gilliam County with regard to contributing financial support. Cliff Jett said the Oregon Marine Board has also been supportive of the park reopening.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve support of the Philippi Park project in the amount of \$40,000 for one year. Vote: unanimous.

2.9 Intergovernmental Agreement for Geographic Information System (GIS) Services between Wasco County and Sherman County

This is an annual agreement for GIS mapping services.

Motion by Commissioner Smith, second by Commissioner McCoy, to approve Intergovernmental Agreement between Wasco County and Sherman County for Geographic Information System (GIS) Services. Vote: unanimous.

2.10 Job Description – Emergency Services Director

The court reviewed a job description prepared by Shawn Payne for this position.

Motion by Commissioner McCoy, second by Commissioner Smith, to approve Emergency Services Director job description as presented. Vote: unanimous.

2.11 Community Development Loan Agreement – Sherman Development LeagueAt 3:01pm **Motion** by Commissioner Smith, second by Commissioner McCoy to go into executive session in accordance with ORS 192.660 (2) (h) Legal Rights. **Vote: Unanimous. Returned to regular session at 3:34pm.**

The court discussed economic development funding.

Motion by Commissioner Smith, second by Commissioner McCoy to authorize a loan of \$750,000.00 to Sherman Development League in support of economic development projects in Sherman County and amending the Community Development Loan Agreement to limit the repayment term for all loans to a period not to exceed twelve years. **Vote: unanimous.**

2.12 Community Advisory Council (CAC) Membership

Commissioner Smith will contact Theresa Olsen about taking on administrative duties for the CAC.

Motion by Commissioner Smith, second by Commissioner McCoy to appoint Teri Thalhofer and Barb Seatter to serve on the Sherman County Community Advisory Council (CAC) of the Eastern Oregon Coordinated Care Organization. **Vote: unanimous.**

3.0 Discussion Items:

3.1 Early Learning Hub – Update – There was a brief discussion on how to move forward. More information will be available after the Summit on August 12. Commissioner Smith will visit with Commissioner Joplin from Hood River.

3.2 Giles French Park – Update - Judge Thompson met with the Corps of Engineers last week. There was a feeling Giles French may pull users away from LePage Park, but each park serves different users. An environmental impact study was done previously by Cameron McCarthy. Traffic flow concerns can be corrected and the camping area arrangement may be reconfigured to reserve an area for tribal use. The tribes are still discussing the proposal. Colin McArthur's PowerPoint presentation will be shown to Corps authorities.

3.3 Clinic Funding – Commissioner Smith suggested unused MCEDD revolving loan funds could be utilized as part of a funding solution. After discussion it was decided the court will request additional information pertaining to finances and the number of patients served.

3.4 Funding to Staff Community Advisory Committee (CAC – Addressed earlier.

3.5 Sherman County Wireless Internet Subscriber Stats – The court reviewed the latest stats. Commissioner Smith said SawNet will be moving off of the county's facility. The fairboard is considering installation of a 30' pole at the fairgrounds, allowing equipment to be removed from the Moro grain elevator at an estimated cost is \$3,500. Judge Thompson will visit with Jeff Kaser.

3.6 Thank You Notes – Brooklyn Sandquist, Nick von Borstel, Audrey Kaseberg Thank you cards were received from members of the Sherman Junior/Senior High School Class of 2013 for Sherman County scholarship funding.

3.7 Thank You Cards – Dee Lane, Theresa Olsen

Thank you cards were received for the appreciation gathering held by the court.

3.8 Dental/Health Discount Programs – National Association of Counties – Interested residents can contact the public health department for program details; Commissioner Smith will visit with Teri Thalhofer; this program could be advertised in

the Citizen Reporter. County legal counsel was not supportive of an indemnification clause in the flyer.

3.9 Commissioner Reports – Commissioner Smith was nominated as MCEDD chair; Commissioner McCoy was nominated by Oregon State University for a seat on its new institutional governing board, with board members to be appointed by the governor; the August 21 court session will begin at 10:30am.

4.0 Consent Agenda:

4.1 Minutes of July 3, 2013

4.2 Claims - July

4.3 Revenue/Expenditure Summary – June

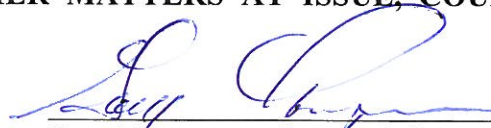
4.4 Budget Hearing Minutes June 19, 2013 – Biggs Service District

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Minutes of July 3, 2013 and Revenue/Expenditure Summary for June. Vote: unanimous.

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

Motion by Commissioner Smith, second by Commissioner McCoy, to approve the Biggs Service District Budget Hearing Minutes of June 19, 2013. Vote: unanimous.

WITH THERE BEING NO FURTHER MATTERS AT ISSUE, COURT WAS ADJOURNED AT 4:44PM.



Gary Thompson, County Judge

ATTEST: 

Jenine McDermid, County Clerk



Tom McCoy, Commissioner



Mike Smith, Commissioner