



Court Agenda

December 20, 2017

1.0 Appointment Schedule:

- 1.1 9:00 a.m. Ron McDermid, Debbie Hayden – Justice of the Peace – Furniture Surplus
- 1.2 9:30 a.m. Mark Coles – Road Master – Equipment Purchase
- 1.3 9:45 a.m. Executive Session in Accordance with ORS 192.660 (2) (f) Exempt Documents

Additions to Agenda:

- 2.9 Frontier TelNet Lease Agreement

2.0 Action Items:

- 2.1 Support Services & Training Statement of Compliance – Victim of Crime Act
- 2.2 2017-2019 VOCA and CFA Non – Competitive Grant Agreement – Victims of Crime Act
- 2.3 Kindergarten Partnership & Innovation Grant Agreement between Sherman County & Early Learning Division
- 2.4 Budget Transfers/Payments
- 2.5 Appointment – Fair Board: Amanda Whitman, Bert Perisho
- 2.6 Appointment – Weed Control District: Rory Wilson
- 2.7 Appointment – Sherman County Planning Commission: Ryan Thompson
- 2.8 Main Street Improvement Program Reimbursement
- 2.9 Frontier TelNet Lease Agreement

3.0 Discussion Items:

- 3.1 Website security
- 3.2 Administrative Assistant Electronic Equipment Request
- 3.3 Website Re-Design Update
- 3.4 Workforce Housing
- 3.5 Commissioner Reports

4.0 Consent Agenda:

- 4.1 Minutes of December 6, 2017
- 4.2 Revenue/Expenditure Summary – November 2017
- 4.3 Treasurer's Report – November 2017

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 HEARINGS ROOM**

MINUTES

DECEMBER 20, 2017

Opened Court: 9:03 a.m.

Present: Judge Gary Thompson, Commissioner Tom McCoy, Commissioner Joe Dabulskis, Administrative Assistants Kayla von Borstel and Lauren Hernandez

A quorum was present. No news media was present.

Additions to Agenda

2.9 Frontier TelNet Lease Agreement

SUMMARY OF ACTIONS TAKEN

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the purchase of a used Caterpillar paver compactor roller for \$76,850.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Judge Thompson, second by Commissioner Dabulskis, to enter into Executive Session in accordance with ORS 192.660 (2) (f) Exempt Documents

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Victims of Crime Act Support Services & Training Grant Application 2018 and authorize Judge Thompson to sign the Support Services and Training Statement of Compliance.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the 2017-2019 Victims of Crime Act and Criminal Fine Account Non-Competitive Grant Award and authorize Judge Thompson to sign.

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Kindergarten Partnership and Innovation Grant Agreement between Sherman County and Early Learning Division and authorize Judge Thompson to sign.

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to authorized budget transfers/payments as recommended by the Finance Director, including \$291,823 from the County General Fund, \$1,500,000 from the SIP Community Service Fees Fund, and \$7,976,910 from the SIP Additional Fees Fund and authorized Judge Thompson to sign.

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Amanda Whitman, and Bert Perisho to the Sherman County Fair Board for a term of three years to expire December 31, 2020.

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Rory Wilson to the Weed Control District for a term of three years to expire December 31, 2020

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Ryan Thompson to the Planning Commission for a term of four years to expire December 31, 2021

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the amount of \$3,378.60, to be taken from Main street improvement program, to the City of Moro as payment for expenses accrued by Jody Bonney for the Main Street Improvement Project.

Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis to approve the Intergovernmental Lease of Office Space, between Frontier TelNet and Sherman County, to lease office space in the Oregon State University Extension Office/Burnet Building subject to review of the lease by the County Commissioners and Financial Officer.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the additional expenditure of \$750 to Proudcity to install Completely Automated Public Turing test to tell Computers and Humans Apart (CAPTCHA) to the new website for additional security. This is to prevent public misuse of employee emails through computer robots. Additionally, Lauren Hernandez is approved to work on an hourly basis to assist Proudcity in the installment of CAPTCHA. If Lauren is unable to assist Proudcity, the Court approves Proudcity to complete CAPTCHA installment in its entirety for the sum of \$1,500.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the electronic equipment request for a second monitor, new computer speakers, and a laminator.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the minutes of December 6, 2017, as corrected.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Revenue/Expenditure Summary for the month of November 2017, as presented.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Treasurer's Report for the month of November 2017, as presented.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

1.0 Appointment Schedule:

1.1 9:00 a.m. Ron McDermid – Justice of the Peace – Furniture Surplus

Present: Ron McDermid, Mark Coles

Ron McDermid, Justice of the Peace, presented a facilities update. The first phase/soft start move went well. There will be permanent signs installed in the next few weeks. The building has passed all major tests, and will be some continued shuffling of departments to accommodate the upstairs renovation of the Courthouse. Commissioner McCoy inquired about a Grand Opening for the building; Ron responded once all the work is completed, the Court will be consulted on setting a date for early summer. Ron and Debbie Hayden, Finance Director, will report back in January or February with financials. Commissioner McCoy asked how much contingency fund was left. Ron stated there is approximately one-third left as expected as small things always come up; the construction on the cupola may incur some costs. He reported the new building is within budget.

Ron wanted to speak with the Court about office items that are no longer needed. He would like to see these items auctioned as surplus in late January. He would like to propose a motion at the next court meeting for these items. These are used modern items, not antiques. An accounting of inventory by each department is also expected.

1.2 9:30 a.m. Mark Coles – Road Master – Equipment Purchase

Present: Mark Coles

Mark Coles, Road Master, reported in the past the Road Department has borrowed a double steel drum roller from Wasco County for the chip seal program, to use with two others; one rented and one owned by the department. It becomes harder every year to borrow the roller as Wasco County has bumped up their chip seal schedule. Mark stated he inquired on equipment costs of the same size and weight as Wasco County's roller. Quotes were given for a new and used roller. The best option was the used Caterpillar roller from Canada for \$76,850, which has Untied States emissions and included delivery. Commissioner McCoy asked if the money was available in the Road Department reserve funds; Mark indicated it was. Commissioner Dabulskis asked, if the purchase was made, would the Department still need to rent the other roller. Mark replied the Department would still need to rent a roller; however, the one proposed to be purchased would last Sherman County for approximately 15-25 years.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the purchase of a used Caterpillar paver compactor roller for \$76,850.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

1.3 9:45 a.m. Executive Session in Accordance with ORS 192.660 (2) (f) Exempt Documents

Motion by Judge Thompson, second by Commissioner Dabulskis, to enter into Executive Session in accordance with ORS 192.660 (2) (f) Exempt Documents

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

The Court entered into Executive Session at 9:34 a.m. to discuss rental housing.
The Court exited Executive Session at 9:39 a.m.

2.0 Action Items

2.1 Support Services & Training Statement of Compliance – Victim of Crime Act

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Victims of Crime Act Support Services & Training Grant Application 2018 and authorize Judge Thompson to sign the Support Services and Training Statement of Compliance.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.2 2017-2019 VOCA and CFA Non – Competitive Grant Agreement – Victims of Crime Act

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the 2017-2019 Victims of Crime Act and Criminal Fine Account Non-Competitive Grant Award and authorize Judge Thompson to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.3 Kindergarten Partnership & Innovation Grant Agreement between Sherman County & Early Learning Division

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Kindergarten Partnership and Innovation Grant Agreement between Sherman County and Early Learning Division and authorize Judge Thompson to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.4 Budget Transfers/Payments

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to authorized budget transfers/payments as recommended by the Finance Director, including \$291,823 from the County General Fund, \$1,5000,000 from the SIP Community Service Fees Fund, and \$7,976,910 from the SIP Additional Fees Fund and authorized Judge Thompson to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.5 Appointment – Fair Board: Amanda Whitman, Bert Perisho

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Amanda Whitman, and Bert Perisho to the Sherman County Fair Board for a term of three years to expire December 31, 2020.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0
Abstain: 0

2.6 Appointment – Weed Control District: Rory Wilson

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Rory Wilson to the Weed Control District for a term of three years to expire December 31, 2020

**Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0**

2.7 Appointment – Sherman County Planning Commission: Ryan Thompson

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Ryan Thompson to the Planning Commission for a term of four years to expire December 31, 2021

**Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0**

2.8 Main Street Improvement Program Reimbursement

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the amount of \$3,378.60, to be taken from Main street improvement program, to the City of Moro as payment for expenses accrued by Jody Bonney for the Main Street Improvement Project.

**Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0**

2.9 Frontier TelNet Lease Agreement

Motion by Commissioner McCoy, second by Commissioner Dabulskis to approve the Intergovernmental Lease of Office Space, between Frontier TelNet and Sherman County, to lease office space in the Oregon State University Extension Office/Burnet Building subject to review of the lease by the County Commissioners and Financial Officer.

**Vote: 3-0
Yes: Dabulskis, McCoy, Thompson
No: 0
Abstain: 0**

3.0 Discussion Items:

3.1 Website security

Kayla von Borstel, Administrative Assistant, discussed the compiled packet on the pros and cons of website security, from both Proudcity and Microsphere, relating to the use of Completely Automated Public Turing test to tell Computers and Humans Apart (CAPTCHA). The issue at hand was not discussed previously with Proudcity during the bidding process. Adding CAPTCHA added significant amount of extra time and work at the end of the project deadline that was not anticipated. The increase in workload to complete CAPTCHA

would create an additional cost which was outlined in the Proudcity packet under proposed options. The Court agreed that CAPTCHA should be installed with the help of Lauren Hernandez. In the event that Lauren could not help, then Proudcity would be authorized to complete the task themselves.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the additional expenditure of \$750 to Proudcity to install Completely Automated Public Turing test to tell Computers and Humans Apart (CAPTCHA) to the new website for additional security. This is to prevent public misuse of employee emails through computer robots. Additionally, Lauren Hernandez is approved to work on an hourly basis to assist Proudcity in the installment of CAPTCHA. If Lauren is unable to assist Proudcity, the Court approves Proudcity to complete CAPTCHA installment in its entirety for the sum of \$1,500.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

3.2 Administrative Assistant Electronic Equipment Request

An electronic equipment request from Kayla von Borstel, Administrative Assistant, was reviewed for a second monitor, new computer speakers, and a small pouch laminator for office efficiency. Discussion was also held on the potential need for a laptop upgrade.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the electronic equipment request for a second monitor, new computer speakers, and a laminator.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

3.3 Website Re-Design Update

Kayla von Borstel, Administrative Assistant, gave a brief update on website trainings and finishing up the last of the details as the website building project comes to a close by the end of the 2017 calendar year.

3.4 Workforce Housing

Judge Thompson met with Joel Madsen, Mid-Columbia Housing Authority (MCHA), to discuss the housing shortage for the employees that the new Biggs Service Center will bring. The Highway frontage ground is reserved for commercial property use; however, the lower property by the elevator is ideal for work force housing if someone would be willing to build. MCHA would finance for primarily low income housing. Brief discussion held on the feasibility of building housing in Grass Valley. The Court asked that workforce housing be added to the agendas until further notice.

3.5 Commissioner Reports

Commissioner Dabulskis – Attended Northern Oregon Regional Correctional Facility; attended Community Renewable Energy Association; met and received a lesson from the Sherman County Assessor; attended the Weed District meeting; helped County Courthouse move offices due to construction.

Judge Thompson – Attended Association of Oregon Counties meeting to discuss a land use bill; attended Mid-Columbia Economic Development District meetings for three different Mid-Columbia Economic Development

District boards; will be attending a meeting with Joel Madsen from Mid-Columbia Housing Authority in Biggs for housing; after court will be attending a meeting with an individual who is interested in building a house in Sherman County, attended Columbia Gorge Bi-state Renewable Energy Zone meeting.

Commissioner McCoy – Attended Community Action Council; attended Northern Oregon Regional Correctional Facility, attended a special emergency Northern Oregon Regional Correctional Facility meeting, attended Center for Living, attended North Central Public Health District to form a funding formula, attended Advancement Via Individual Determination about the golden hills project, attended Frontier TelNet meeting, attended Mid-Columbia Council of Governments meeting to discuss building codes, attended Local Advisory Committee meeting about the clean water plan.

4.0 Consent Agenda:

4.1 Minutes of December 6, 2017

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the minutes of December 6, 2017, as corrected.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

4.2 Revenue/Expenditure Summary – November 2017

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Revenue/Expenditure Summary for the month of November 2017, as presented.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

4.3 Treasurer's Report – November 2017

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Treasurer's Report for the month of November 2017, as presented.

Vote: 3-0

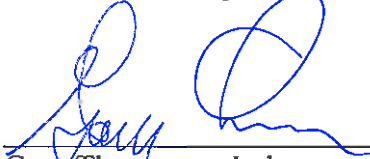
Yes: Dabulskis, McCoy, Thompson

No: 0


Abstain: 0

Being no further business before the Court, the meeting was adjourned at 11:06 a.m.

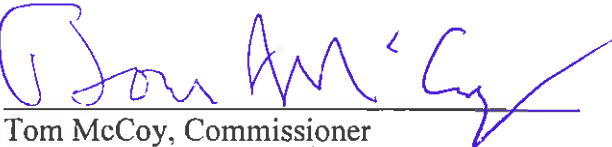
Sherman County Court



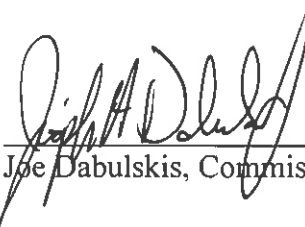
Gary Thompson, Judge

Attest: 

Kayla von Borstel
Administrative Assistant



Tom McCoy, Commissioner



Joe Dabulskis, Commissioner