



## Court Agenda

March 7, 2018

### **1.0 Appointment Schedule**

- 1.1 9:00 a.m. Mike Smith – Frontier TelNet – Request for Proposal Intergovernmental Agreement
- 1.2 9:15 a.m. Amber DeGrange, Juvenile Director – Youth Empowerment Shelter (YES) Budget
- 1.3 9:30 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Water System Improvements Project
- 1.4 10:00 a.m. Shawn Payne, Emergency Services – Digital Radio/Pager Purchase
- 1.5 10:30 a.m. Mark Coles, Road Master – City of Rufus (Scott Canyon) Speed Zone Investigation; Finnegan Creek Bridge

### **Additions to Agenda**

- 3.2 Rental Housing Grant Review Committee

### **2.0 Action Items**

- 2.1 Rental Housing Incentive Committee Recommendations: Reimbursement – Roger Whitley, Jeff Weber
- 2.2 Appointment: Sherman County Area Watersheds Council – Pat Bird, Charlie Miller
- 2.3 Removal: Sherman County Area Watersheds Council – Austin Justesen
- 2.4 Association of Counties Annual Membership Dues
- 2.5 Rental Housing Committee – Motion amendment

### **3.0 Discussion Items**

- 3.1 Commissioner Reports
- 3.2 Rental Housing Grant Review Committee

### **4.0 Consent Agenda**

- 4.1 Minutes of February 21, 2018
- 4.2 Claims – February 2018

### **5.0 Future Agenda Items:**

County Court Agenda – 3/7/18

- 1 -

*\*\*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**

**March 7, 2018**

**Opened Court: 9:01 a.m.**

Present: Commissioner Tom McCoy, Commissioner Joe Dabulskis, Administrative Assistant Kayla von Borstel

A quorum was present. No news media was present.

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Mike Smith – Frontier TeleNet – Request for Proposal Intergovernmental Agreement**

Present: Mike Smith, Aaron Cook, Fred Justesen, Amber DeGrange, Jessy Rose

Mike Smith, Frontier TeleNet, briefed the Court on the status of the Intergovernmental Agreement (IGA) between Sherman County and the State of Oregon for installation of a new fiber optics line from Rufus to Wasco. Funding has been approved and the agreement provided, however, there were a few small changes needed for legality purposes that were requested by County Counsel. The IGA has been sent back to the State for final approval. The second document discussed was the IGA between Sherman County and Frontier TeleNet (FTN), which allows FTN to manage the construction of the new fiber line on behalf of the County. Brief discussion was held on approving the documents. Both IGA's will be considered by County Court after the State gives final approval on the IGA between Sherman County and the State of Oregon. Changes in the IGA with the State could create changes in the IGA with FTN. County Court asked where the fiber line will go; Mike responded it will follow Scott Canyon. Mike stated fiber will be hooked up to the Rufus City Hall similarly to the Grass Valley Hall. Rufus City Hall will be moving to the new Rufus fire station.

Mike thanked the Court for attending the last FTN meeting and planning session. He is working with Day Wireless which has the first phase done and working on the second phase in Wheeler County. Commissioner McCoy reported that FTN needs to have goals, information on system upgrades, and project timelines. Mike responded FTN has that information, it just needs to put in document form and added to the website; FTN is trying to be as open as possible. Brief discussion held on management resources in the Association of Oregon Counties report.

**1.2 9:15 a.m. Amber DeGrange, Juvenile Director – Youth Empowerment Shelter (YES) Budget**

Present: Amber Degrange, Brad Baird, Jessica Metta, Mike Smith, Aaron Cook, Fred Justesen, Jessy Rose

Amber DeGrange, Juvenile Director, presented a proposal to Court on the Youth Empowerment Shelter (YES House). Amber hopes there is capacity within the Justice Reinvestment funds to provide aid to the YES House, however, she has gotten mixed responses from the State if these funds can be used for juveniles as it should be set aside for adults. Amber summarized her proposal stating there is currently a placement crisis which Sherman County is familiar with; it has become difficult to place kids who have mental and trauma issues. The goal is to stabilize and manage low level kids in their own communities. Northern Oregon Regional Correctional facility tried for three years to set up a similar shelter and was unsuccessful. Linda Casady's application for a shelter as a non-profit was successful and started in August 2017. Amber was impressed with program as was Brad Lohrey, County Sheriff. County Court received a tour of the YES House and believed it is a great resource. Amber reported it is hard to determine how much funds would be needed as each situation with each child would be different. She would like the County to provide capacity base support annually under her juvenile aid budget. She would be willing to request the money every year if the Court so chooses. Her proposal included one screening for \$100 and daily bed rate of \$50 for one night per month, which totaled \$1,800 per year. When a child is placed, YES House conducts a screening, connects with all resource parties involved, and sets the child up with school if appropriate. If there are additional days per month required for the youth, Amber will use \$500 set aside in her budget. Amber will assess this year's use and adjust fund amounts for future proposals.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to recommend to the Budget Committee allocation of an annual base support fund in the amount of \$1,800 (one screening/night per month) to the Youth Empowerment Shelter (YES House), in addition to a daily per diem rate for actual use beyond base.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

**1.3 9:30 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Water System Improvements Project**

Present: Brad Baird, Jessica Metta, Mike Smith, Aaron Cook, Fred Justesen, Jessy Rose

Brad Baird, Anderson Perry & Associates, gave Court a water study update. All documents have been submitted for review with United States Department of Agriculture (USDA); the County can go out to bid for the well as soon as there is approval. USDA asked for the original study updated due to old water demand data. Brad completed the update, and provided copies to the Court and Aaron Cook, Biggs Administrator. Brad stated information he obtained was from water users; he compared usage starting in 2003 through 2018, and found there was very little difference in water demands. Brad reported the three systems are providing approximately 16 million gallons of water per year, and suggested the Court read the Executive Summary in the packet provided. Current and future demands are what drive the water study; he fears once the system is built, development will increase significantly. Brad estimated for double the demands while updating the water study as the County does not want to underestimate usage. The addition of another truck stop, motel, or housing could easily meet this double demand. County Court inquired tripled usage. Brad referred back to Court reading the Executive Summary, and stated that using the existing wells would allow keeping up with the higher demands. It is critical to secure and upgrade the Tsubota and Beers wells in order to meet future demands; the goal is to reach 500 gallons a minute. Brad will initiate contact on purchasing wells from their owners. Brad reminded the Court of the updated well design packet received. Approval of the project should be made in 1-2 months, and the well should be drilled first. Brad stated there are several drillers interested.

County Court asked about bonding authority. Brad reported USDA stated they approve bonding authority based on the District's ability to go into debt; Brad wants to inquire more on the details of the statement.

The partition has been signed and recorded by County staff; the property exists and the deed should be transferred to Biggs Service District.

**1.4 10:00 a.m. Shawn Payne, Emergency Services – Digital Radio/Pager Purchase**

Present: Shawn Payne, Jeff Holiday, Glenn Fluhr, Brad Lohrey, Jim Payne, Mark Coles, Michael Henriksen, Mike Smith, Aaron Cook, Fred Justesen, Jessy Rose

Jeff Holiday, North Sherman Fire Department, informed the Court approximately five years ago a committee formed comprised of Sherman County Emergency Service Agencies (SCESA) which adopted the digital radio system. A set number of digital radios were received, and over the last few years they have been working towards a sole communications system County wide verses using multiple systems. Currently SCESA do not own enough digital radios, and do not own any digital pagers. This has taken communications a step back as the Sheriff's Office runs solely on digital radios, as does the ambulance; however, the ambulance crew uses VHF pagers. Many times the crew loses track of the ambulance due to being only partially digital, which is a safety issue. During fire season SCESA must rely on their VHF communications which confuses dispatch, as they are receiving the agencies on three different communication systems. Using three separate channels has created a disconnect during fire season to get messages communicated to all parties involved. Brad Lohrey, County Sheriff, reported communicating during vehicle accidents is almost impossible due to separate systems and connecting with Life Flight from Bend is not possible until they are above the scene. VHF radios are not of good quality and continue to have frequency distance cut in half.

The committee met and concluded in order to have all SCESA on one communication system they would need 43 pagers, holsters, and chargers to allow all staff to be dispatched from home, 10 mobile units for vehicles, and 15 portable radios to divide evenly among the crews which totals \$133,257.45. SCESA requests \$108,102.45 from the County and would pay the remaining \$25,155.00 from the 911 funds. Shawn Payne, Emergency Services, stated the funds in the 911 account is left over from being sent to dispatch. This money is a finite amount, and is now used to purchase batteries, pagers, and to perform maintenance. These funds will never be replaced and equipment is expensive to maintain. County Court asked if SCESA identified where the requested funds would come from in the budget; Shawn responded General Funds. SCESA felt this was the appropriate time to request funds as the new fiscal budget is to be set soon. Jeff replied they were hoping to have requested items purchased this year before fire season, but can wait if need be. Commissioner McCoy asked Shawn to speak with Debbie Hayden, Finance Officer, during Court to see if there would be any funds available, where it would come from and report back with her answer. Shawn returned to Court, Debbie stated the last request was taken from the Strategic Implementation Program (SIP) funds in 2012.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve a Digital Radio and Pager purchase in the amount of \$108,102.45 as requested by Sherman County Emergency Service Agencies to be taken this fiscal year from the SIP Additional Fees.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

**1.5 10:30 a.m. Mark Coles, Road Master – City of Rufus (Scott Canyon) Speed Zone Investigation; Finnegan Creek Bridge**

Present: Mark Coles, Mike Smith, Aaron Cook, Fred Justesen, Jessy Rose, Shawn Payne, Jeff Holiday, Glenn Fluhr, Brad Lohrey, Jim Payne, Michael Henriksen

Mark Coles, Road Master, provided County Court with a map of Rufus. The city of Rufus had put in a request for a Speed Zone Investigation on a County road; Oregon Department of Transportation (ODOT) had to complete the request as the County is not allowed to speed zone its own roads. The investigation has been cleared through Salem and is awaiting County Court approval; once complete the speed signs can be ordered. County Court inquired as to what is included in Speed Zone Investigations. Mark replied how fast vehicles are going, traffic count, vehicle crash history, etc. The report states starting at Gerking Canyon the speed is set for 50mph and then gradually decreases to 25mph within city limits. Previously Rufus installed speed signs and did not go through the proper process; this will correct the issue.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the City of Rufus Speed Zone Investigation.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

Additionally Mark wanted to speak with Court on the Finnegan Creek Bridge. The Road Department has been given approval for new bridge construction and has received the funds to do so; they have been working to obtain funding for approximately 20 years. Construction would normally be completed with Federal funds; however, ODOT has decided to put forth 100% of the funds. Mark is working on obtaining the three required quotes for building a new bridge in its entirety. He discussed with the Court what type of bridge they would like to have constructed and how to divert traffic during construction. Court suggested consulting with the surrounding landowners to see what would be the most effective. Mark is awaiting final approval on the grant agreement from County Counsel, and will present the agreement for approval and signature at the next County Court session.

### **Additions to Agenda**

3.2 Rental Housing Grant Review Committee

### **2.0 Action Items**

2.1 **Rental Housing Incentive Committee Recommendations: Reimbursement – Roger Whitley, Jeff Weber**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to allow individuals, who started a renovation project before the Housing Renovation Program was announced on January 3, 2018 and who had contacted MCEDD to inquire about the program before starting renovation work, to submit an application for reimbursement of 20% of expenses accrued after January 3, 2018. If approved, reimbursements will be made after completion of the project and verification that the renovated housing meets the standards required by the program. Also, to set the interest rate that will be charged on future construction loans at 4% and limit the loan term to the time the home is being built. These actions were recommended by the Rental Housing Program Review Committee.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

2.2 **Appointment: Sherman County Area Watersheds Council – Pat Bird, Charlie Miller**

2.3 **Removal: Sherman County Area Watersheds Council – Austin Justesen**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to appoint Pat Bird, Grass Valley Watershed position, and Charlie Miller, At Large position, for a term of four years to expire December 31, 2021, and to remove Austin Justesen, Pine Hollow/Jackknife position, from the Sherman County Area Watersheds Council.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

#### **2.4 Association of Counties Annual Membership Dues**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve Association of Oregon Counties (AOC) 2018 annual dues invoice in the amount of \$7,540.19 and authorize Judge Thompson to sign.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

#### **2.5 Rental Housing Committee – Motion amendment**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to amend the structure of the Rental Housing Review Committee comprised of Commissioner McCoy, Ruby Mason, Amy MacNamee by removing MCEED as a decision making roll and adding them as a facilitator.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

#### **3.0 Discussion Items**

##### **3.1 Commissioner Reports**

Commissioner Dabulskis – Attended Board of Property Tax Appeals session; attended Fair Board budget session.

Commissioner McCoy – Attended Northern Oregon Correctional regarding Immigration and Customs Enforcement lawsuits; attended Rental Housing Grant Review Committee; attended Mid-Columbia Council of Governments; attended Center for Living; attended Community Action Council; attended North Central Public Health Department budget meeting.

##### **3.2 Rental Housing Grant Review Committee**

Commissioner McCoy stated for the audience the County as set up three housing programs: a construction loan program which provides bridge loans for a period of approximately a year between the approval of the mortgage and the completion of the house; a new rental house program where \$10,000 can be received per new rental unit; a rental rehabilitation program where 20% up to \$20,000 can be received for remodeling costs on a house that is not owner occupied. A Grant Review Committee has been set up for reviewing applications and making recommendations to the Court. There were three recommendations made to County Court. The first recommendation was for individuals who spoke with Mid-Columbia Economic Development District (MCEDD) about projects before the program was approved, are eligible to submit an application for



reimbursement of expenses accrued after the January 3<sup>rd</sup>, 2018 program approval date. The second recommendation was the construction loan program can only be used during the period the home is being built. The third recommendation was to set a 4% interest rate charged to the construction loan program.

MCEDD wished to have the structure set for the Rental Housing Grant Review Committee amended; MCEDD wants to assume the role as facilitator verses a decision making role.

#### **4.0 Consent Agenda**

##### **4.1 Minutes of February 21, 2018**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the minutes of February 21, 2018, as presented.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

##### **4.2 Claims – February 2018**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Claims for the month of February 2018 as presented.**

**Vote: 2-0**

**Yes: Dabulskis, McCoy,**

**No: 0**

**Abstain: 0**

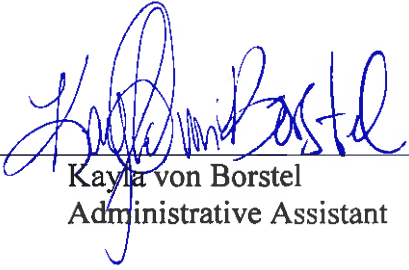
Being no further business before the Court, the meeting was adjourned at 10:38 a.m.

**Sherman County Court**



Gary Thompson, Judge

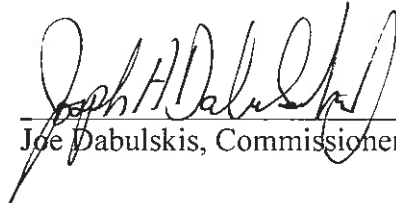
Attest:



Kayla von Borstel  
Administrative Assistant



Tom McCoy, Commissioner



Joe Dabulskis, Commissioner