



## Court Agenda

March 21, 2018

### 1.0 Appointment Schedule

- 1.1 9:00 a.m. Compensation Board
- 1.2 9:15 a.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel
  - 1.2.1 9:15 a.m. Rod Asher, Weed District – Employee Compensation
  - 1.2.2 9:30 a.m. Mark Coles, Road Master – Employee Compensation
  - 1.2.3 9:40 a.m. Ross Turney, Assessor – Employee Compensation
  - 1.2.4 9:50 a.m. Brad, Lohrey, Sheriff – Employee Compensation
  - 1.2.5 10:00 a.m. County Employees
  - 1.2.6 10:10 a.m. Written Submissions
- 1.3 10:20 a.m. Compensation Board Merit Decisions
- 1.4 10:30 a.m. Public Hearing: SHIFT Festival Mass Gathering Application
- 1.5 11:30 a.m. Katie Paul, Victims Assistance Director - Giles French Park Kiosk Budget
- 1.6 1:15 p.m. Eric Nerdin, Mid-Columbia Economic Development District; Austen Martin, Community Member – Housing Loans
- 1.7 1:30 p.m. Mark Coles, Road Master – Finnegan Creek Bridge Exchange Agreement, County Road Approach Approval
- 1.8 2:00 p.m. Executive Session in Accordance with ORS 192.660 (2) (f) Exempt Public Records

### Additions to Agenda

### 2.0 Action Items

- 2.1 Proclamation: Sherman County Crime Victims' Rights Week
- 2.2 Proclamation: Sexual Assault Awareness Month
- 2.3 Resolution: Mid-Columbia Housing Authority Board Appointments

- 2.4 Removal: Sherman County Area Watersheds Council – Tom Peterson
- 2.5 Emergency Services Digital Radio/Pager Additional Request
- 2.6 ~~Sherman County Food Bank Rent Payment~~
- 2.7 Appointment: Budget Committee Member – Stacy Eakin

**3.0 Discussion Items**

- 3.1 Carey Family Thank You Note
- 3.2 Construction Loan Interest Rate
- 3.3 Commissioner Reports

**4.0 Consent Agenda**

- 4.1 Minutes of March 7, 2018
- 4.2 Revenue/Expenditure Summary – February 2018
- 4.3 Treasurer’s Report – February 2018

**5.0 Future Agenda Items**



**SHERMAN COUNTY COURT  
REGULAR SESSION  
SHERMAN COUNTY HEARINGS ROOM**

**MINUTES**

**March 21, 2018**

**Opened Court: 9:03 a.m.**

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

A quorum was present. No news media was present.

**Additions to Agenda**

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Compensation Board**

Present: Debbie Hayden, Rod Asher, Fred Justesen, Brad Lohrey, Jennifer Willie, Ron McDermid, Georgia Macnab, Theresa Olsen, Mark Coles, James Burgett

County Court reviewed information regarding the Cost of Living Adjustment (COLA) increase, and asked if there was any discussion. Debbie Hayden, Financial Officer, noted a 2% increase would put the County 0.5% ahead of the Federal percentage over the last 10 years. Rod Asher, Weed District, stated as of July 1<sup>st</sup>, 2018, Oregon minimum wage will increase by 5%. Minimum wage has been consistently increasing, and he believes the County should take into consideration Federal and State wages for County Employees, as they are very valuable. Rod would like the County to consider wages for seasonal employees as he is unable to entice individuals due to higher pay in neighboring counties. As seasonal employees, these individuals don't accrue enough hours to receive step increases. Debbie stated minimum wage employees receive benefit packages.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve a 2% Cost of Living increase for County employees for fiscal year 2018-2019.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

County insurance was briefly addressed. Debbie reported the County has had the new insurance plan for three months; everyone is still getting accustomed to the new plan requirements. There will be a 7% increase for the medical plan next year; PERS and the dental plan will remain the same. County Court inquired as to how

employees like the new plan; Debbie has heard pros and cons. There is a higher deductible, however the plan was chosen as it was a prescription plan. If there are substantial issues throughout the year, the County will reevaluate insurance options.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to continue employee insurance benefits at the current level.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**1.2 9:15 a.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel**

**Motion by Judge Thompson, second by Commissioner McCoy, to enter into Executive Session in Accordance with ORS 192.660 (2) (i) Personnel**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Entered into Executive Session: 9:14 a.m.

- 1.2.1** 9:15 a.m. Rod Asher, Weed District – Employee Compensation
- 1.2.2** 9:30 a.m. Mark Coles, Road Master – Employee Compensation
- 1.2.3** 9:40 a.m. Ross Turney, Assessor – Employee Compensation
- 1.2.4** 9:50 a.m. Brad, Lohrey, Sheriff – Employee Compensation
- 1.2.5** 10:00 a.m. County Employees
- 1.2.6** 10:10 a.m. Written Submissions

Discussion held on employee compensation requests.

Exited Executive Session: 10:30 a.m.

**1.3 10:20 a.m. Compensation Board Merit Decisions**

Present: Glenn Fluhr, Debbie Hayden, Georgia Macnab, Fred Justesen, Talik Eichinger, Josh Monifi

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve step increases for those eligible with the following written requests: Senior Center – Cindy Heater-Judah; Justice Court – Theresa Olsen; Sheriff’s Office – Deputy Kyle Pfeifer, Deputy Paul Yoon, and Deputy Sol Jacobsen. A 3% certification increase is approved for: Sheriff’s Office – Julie McAllister. Additionally, Emergency Services is allowed to increase minimum wage to \$13 per hour, and step increases are approved for: Appraiser – Drew Messenger, Road Department – Gary Shull, Weed District – Tom Macnab, and Michael Henricksen contingent upon obtaining his Regulatory Weed category for Public Pesticide Applicator’s License. A 2 step increase is approved for: Weed District – Daniel Son.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve step increases for the following County employees: Administrative Assistant – Kayla von Borstel, Senior Center Manager – Kari Silcox; Prevention – Amy Asher; and Maintenance Technician – Dan Aldrich. Step increases are approved for the 6 month PERS eligibility of new hires for Kayla von Borstel, Kari Silcox, and Amy Asher.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**1.4 10:30 a.m. Public Hearing: SHIFT Festival Mass Gathering Application**

Present: Glenn Fluhr, Georgia Macnab, Fred Justesen, Talik Eichinger, Josh Monifi

Entered Public Hearing: 10:30 a.m.

County Court held a Public Hearing for Mass Gathering. Georgia Macnab, Planning Director, informed the Court the application submitted by Tectonic LLC, represented by Talik Eichinger and Josh Monifi, was for the consideration of mass gathering on Justesen Ranches for the SHIFT Festival. A public hearing was held with the Planning Commission for a Conditional Use Permit. Due to the mass gathering ordinance approved last year, if more than 250 people gather, and/or if an event is held during summer months (typical fire season), the applicant must file a Conditional Use permit with the Planning Commission. This allows for additional conditions deemed necessary. The proposed event would be similar to last year, with an increase of attendance to 800 people, and the length extended from 3 days to 4 days. There were no current complaints on the event made by the public to Georgia's knowledge. The permit for Tectonic LLC was approved by the Commission for SHIFT Festival to be held July 2018. Georgia stated all plans required had been submitted, reviewed and all parties have signed with the exception of the Court; Tectonic will need to provide proof of insurance prior to the event. Due to the increase in attendees, additional wash stations and portable restrooms will be provided. South Sherman Fire Department, County Road Department, Sherriff's Office, Public Health District, County Court, and surrounding property owners have all notified of the event. The permit will continue to be posted on property perimeter during the festival.

County Court commended Tectonic LLC on how well the event has been, run and of all of the precautions taken. There was some concern from the Court with vehicles parked in tall grass. Talik reported last year they mowed the grass to create a sufficient fire barrier, however, some chose not to park in the parking lot for unknown reasons. This year the entire field will be mowed to prevent a fire hazard. Josh informed the Court their website states there is no ashing outside of vehicles permitted, and they are working on continual contact with those who have purchased tickets on restrictions to prevent fires. There will be tilling or fire retardant for the fire circle due to some concerns Talik was made aware of. The festival will do more with fire art in which individuals who wish to participate will bring their own propane, however, they must be pre-approved to do so. There is a crew specific to that activity watching for fire dangers. Fred Justesen, Justesen Ranches, reported they will be training more people to run fire equipment in case of an incident.

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Mass Gathering Application submitted by Tectonic LLC, to hold the SHIFT Festival during the dates of July 19-23, 2018, located at Justesen Ranch Recreation, and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Exited Public Hearing: 10:43 a.m.

Discussion held with Glenn Fluhr, South Sherman Fire & Rescue (SSFR), on the progress of the new Fire Hall. Glen stated it was believed all was paperwork completed, however, while processing the deed, it was noted there were names missing. Will Carey was also their Counsel Representative; due to his passing it has been passed onto another member of the firm. SSFR cannot move forward until they hear back from Counsel. Commissioner McCoy reported that the County Budget Committee needs to have a progress report, and inquired if SSFR can obtain grants. Glen stated if the County provides the additional \$250,000, added to grants, it will total approximately \$1,000,000; this will not be enough to cover everything, however, the bays for equipment are most important. Offices office can be built at a later date if need be.

Brief discussion held with Dean Dark, Wildlife Services, on the cougar found in The Dalles.

Brief discussion held on Court notes and minutes.

Brief discussion held on Courthouse internet and computer set up.

**1.5 11:30 a.m. Katie Paul, Victims Assistance Director - Giles French Park Kiosk Budget**

Present: Katie Paul

Katie Paul, Victims Assistance, discussed the previously approved life jacket kiosk with County Court. She reported the US Army Corp of Engineers started managing Giles French Park, and the wood shop teacher at the Dalles High school will build the kiosk which cut costs significantly. One kiosk costs \$753.40; it was budgeted at \$1,800. Katie inquired as to what the Court wished to do with the remaining funds. She suggested another kiosk in another location or installing various signs. Commissioner McCoy asked if the wood shop teacher would be willing to build two kiosks; Katie responded yes. Locations of a second kiosk were discussed such as Heritage Landing, Phillippi Park, and Rufus Rocks. Phillippi Park is managed by US Army Corp of Engineers. Rufus Rocks does not have boats but is largely used for swimming and other water activities. County Court agreed to build the second kiosk and find a place to install it later.

**1.6 1:15 p.m. Eric Nerdin, Mid-Columbia Economic Development District; Austen Martin, Community Member – Housing Loans**

Present: Eric Nerdin, Austen Martin, Fred Justesen, Mark Coles

Eric Nerdin, Mid-Columbia Economic Development (MCEDD), informed Court that Austen Martin, Community Member, is requesting changes to his previously approved rental loan and housing incentive grant. The same request made to MCEDD was made to the Court. MCEDD approved some, but not all, of the requested modifications. Previously approved were two lots located in Moro; Austen wishes to build on one lot in Wasco and one lot in Moro. Austen explained he has one loan from Sherman County, and one loan from MCEDD; one had a balloon in five years and one had a balloon in six years. He stated the only way he can make this work is to obtain a plain amortized 10 year loan, with no balloon, and paid off in 120 payments. The two loans combined equal \$220,000; \$40,000 would be paid back on completion of the rental housing grant. Through his research, Austen concluded with an amortized loan and 75% occupancy of the rentals, he could repay the loans. He stated he is unable to secure traditional financing. Commissioner McCoy voiced concerns of the County providing many large loans financed through the County; they could exhaust their funds. Eric reported MCEDD did not approve a fully amortized loan as they also wish to keep funds available for multiple projects in the future. He explained the Loan Board does not set anyone up for failure, and understands that not everyone can make the balloon payment on time; they work with the individual to extend the time frame until

the loan is paid off. Brief discussion was held on Sherman funds at MCEDD. Eric suggested MCEDD would possibly consider increasing the loan from the obtainable housing fund as it has not been heavily utilized. The Court would like to see this project completed as it is crucial to the community to have available housing. Commissioner Dabulskis inquired using property as collateral; Austen and Eric responded that banks do not like individuals who are self-employed and having multiple inconsistent avenues of income. County Court concurred to have MCEDD Loan Board reevaluate loan amounts, and defer any decision making until an answer has been provided as Sherman is still formalizing its programs. Discussion held on when the loan was previously approved; County Court is unsure if a loan was officially approved. Kayla von Borstel, Administrative Assistant, will research and provide information to the Court and MCEDD.

**1.7 1:30 p.m. Mark Coles, Road Master – Finnegan Creek Bridge Exchange Agreement, County Road Approach Approval**

Present: Mark Coles, Fred Justesen

Mark Coles, Road Master, presented a request for approval of the Oregon Department of Transportation (ODOT) fund exchange, for the Finnegan Creek Bridge which is on the National Bridge Inventory. Normally Federal funds would be received to implement the project in its entirety; however, ODOT is willing to exchange dollar for dollar with Federal funds for project completion. County Counsel has reviewed and signed their portion of the agreement. Traditional bridge structure should be followed; if not, the bridge would no longer be eligible for maintenance or replacement using Federal funds in the future.

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Local Agency Agreement for State Funded Local Project Program Finnegan Road (Finnegan Creek) Bridge No. Br55C003, Sherman County, and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Additionally, Mark spoke with the Court on the approval of an approach road east of the substation on Klondike Lane. A policy was created in 2007, in which some of the wind mill roads were missed. Policy states Court approval is needed before any action takes place. Mark will sign paperwork after he has evaluated the site. Construction will start the following week.

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the application for issuance of a permit for the construction of an approach road to a County road near Klondike.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Brief discussion held on a possible Respite Center in Wasco.

**1.8 1:45 p.m. Executive Session in Accordance with ORS 192.660 (2) (f) Exempt Public Records**

**Motion by Judge Thompson, second by Commissioner Dabulskis, to enter into Executive Session in Accordance with ORS 192.660 (2) (f) Exempt Public Records.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Entered Executive Session: 1:58 p.m.

Discussion held on long range planning

Exited Executive Session: 2:50 p.m.

**Additions to Agenda**

**2.0 Action Items**

**2.1 Proclamation – Sherman County Crime Victims’ Rights Week**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to proclaim the week of April 8-14, 2018, as Sherman County Crime Victims’ Rights Week and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.2 Proclamation – Sexual Assault Awareness Month**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to proclaim April as Sherman County Sexual Assault Awareness Month and authorize Judge Thompson to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.3 Resolution – Mid-Columbia Housing Authority Board Appointments**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the resolution for appointment of Gary Thompson and Teri Sanderson to the Mid-Columbia Housing Authority Board for a term of three years to expire February 28, 2021.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.4 Removal: Sherman County Area Watersheds Council – Tom Peterson**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the removal of Tom Peterson of Oregon State Parks, At-Large Position, from the Sherman County Area Watersheds Council.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

## 2.5 Emergency Services Digital Radio/Pager Additional Request

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve adding up to \$20,000 to the prior approved \$108,102.45, for the purchase of Digital Radios and Pagers as requested by the Sherman County Emergency Service Agencies, due to a budget request discrepancy.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

## ~~2.6 Sherman County Food Bank Rent Payment~~

## 2.7 Appointment: Budget Committee Member – Stacy Eakin

Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve Stacy Eakin to assume the position of Kyle Blagg on the Budget Committee, and to finish his term expiring December 31, 2019, pending a background check.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

## 3.0 Discussion Items

### 3.1 Carey Family Thank You Note

A thank you letter to the County Court was received from the Will Carey family thanking the Court for the donation to the Western Antique Aeroplane & Automobile Museum in Will's memory.

### 3.2 Construction Loan Interest Rate

Construction Loan interest rates were brought up for discussion. Commissioner McCoy asked if Court felt 4% was too much as it is only for a one year loan. Judge Thompson feels the percentage is too high as the County should not be making money. Administration costs are already built in to the loan amount. Commissioner McCoy stated Amy McNamee, Rental Housing Grant Review Committee Member, suggested 4% to which the Committee accepted. Judge Thompson did some research and found that percentages varied. Court agreed to keep the 4% interest rate.

### 3.3 Commissioner Reports

Commissioner Dabulskis – Attended Soil & Water Conservation District; attended Library board, the roof is still good but one window leaks; attended Northern Oregon Regional Correctional budget; attended Frontier TeleNet; attended Frontier Regional 911 budget.

Judge Thompson – Attended National Association of Counties conference in Washington DC; attended Community Renewable Energy Association; attended Association of Counties; met with Carrie Pipinich of Mid-Columbia Economic Development; attended Senior Center Advisory; met with BJ Westlund of Senator Merkley's Office; attended Frontier TeleNet; attended Juvenile Hearing; attended Mid-Columbia Economic Development Loan Board; will be attending Region 4 Oregon Department of Transportation Regional Manager interviews.

Commissioner McCoy – Met with Barbara Seater, Center for Living; attended North Central Public Health District; attended Northern Oregon Regional Correctional Executive Session; attended Northern Oregon Regional Correctional budget; attended Mid-Columbia Council of Governments, dissolved, sold building, Area Agency on Aging awarded to Community Action Program of East Central Oregon (CAPECO); met with BJ Westlund of Senator Merkley’s Office, and gave a building tour; attended Frontier TeleNet.

**4.0 Consent Agenda**

**4.1 Minutes of March 7, 2018**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, approve the minutes of March 7, 2018, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**4.2 Revenue/Expenditure Summary – February 2018**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Revenue/Expenditure Summary for the month of February 2018, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**4.3 Treasurer’s Report – February 2018**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Treasurer’s Report for the month of February 2018, as presented.**

**Vote: 3-0**

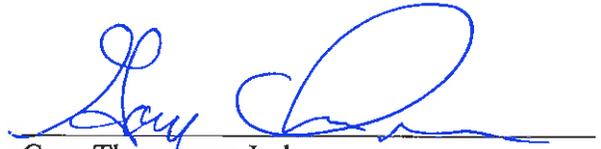
**Yes: Dabulskis, McCoy, Thompson**

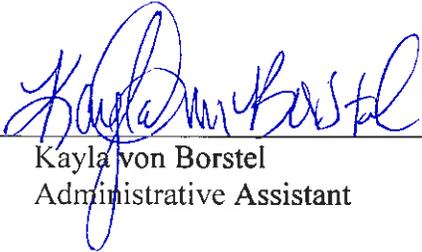
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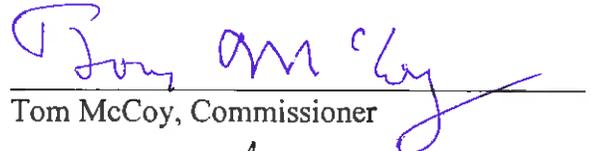
**Abstain: 0**

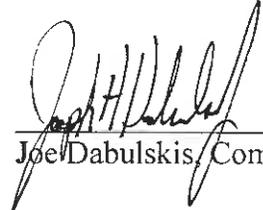
Being no further business before the Court, the meeting was adjourned at 2:51 p.m.

**Sherman County Court**

  
\_\_\_\_\_  
Gary Thompson, Judge

Attest:   
\_\_\_\_\_  
Kayla von Borstel  
Administrative Assistant

  
\_\_\_\_\_  
Tom McCoy, Commissioner

  
\_\_\_\_\_  
Joe Dabulskis, Commissioner