



Court Agenda

May 2, 2018

1.0 Appointment Schedule

- 1.1 9:00 a.m. Biggs Service District – Public Hearing – USDA Biggs Water System
- 1.2 9:15 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Water System Improvements Project Update
- 1.3 9:30 a.m. Georgia Macnab – Planning Department – RV Park Host Recommendation

Additions to Agenda

2.0 Action Items

- 2.1 Annual Price Adjustment for Sherman County/Waste Management Disposal Services of Oregon, Inc. Contract
- 2.2 Intergovernmental Agreement for Implementation of Phase Three of the Sherman County Broadband Fiber
- 2.3 Sherman County Housing Grant Review Committee Recommendations
- 2.4 State of Oregon Intergovernmental Agreement 11093 Amendment No. 1 – Sherman County Juvenile Crime Prevention

3.0 Discussion Items

- 3.1 Tri-County Court Documentation
- 3.2 Commissioner Reports

4.0 Consent Agenda

- 4.1 ~~Minutes of April 18, 2018~~
- 4.2 Claims – April 2018

5.0 Future Agenda Items



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

MINUTES

May 2, 2018

Opened Court: 9:00 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. Biggs Service District – Public Hearing – USDA Biggs Water System

Present: Brad Baird, Mike Smith, Carrie Pipinich, Aaron Cook, Randy Hilderbrand, Georgia Macnab, Debbie Hayden

Entered Public Hearing: 9:00 a.m.

Brad Baird, Anderson Perry & Associates, gave a background overview of the Biggs Service District Water System project. Biggs Service District has a municipal waste water system, but does not have any type of municipal water system in place. Private water systems in that area serve all of the businesses; those systems are limited, and pose potential risks with the Health Division in regards to drinking water. Fire protection is not provided either with these systems. A Water System study was conducted in 2003, which has recently been updated with information on the project, and updated cost estimates. A Rural Development Application was completed, and is underway to approve the Improvement Project. Sherman County has graciously provided roughly a quarter of total funds which allowed a significant amount of up front paperwork to be completed. Currently the District is finalizing funding through United States Department of Agriculture (USDA). Improvements consist of: a new water supply well; attempt to utilize one or two existing wells if secured, as additional back up; construction of a 400,000 gallon reservoir which will provide system pressure to the whole area; storage for fire protection; and will include a transmission line from the reservoir to the main area with piping to each end of the District. Piping will provide fire protection and water service to all current and future businesses. Fire hydrants will be spaced approximately 400-500 feet apart, with water availability by gravity flow. It is unclear when USDA will make their final decision for approval. USDA provided a check list of all the items that must be completed and in place before the application can be officially approved. There have been two reviews completed by USDA thus far. The USDA engineer has also reviewed the 2018 Water System Study update, and provided Brad with questions for clarification.

Judge Thompson met with the developer in Biggs regarding the water supply to the new truck stop; they are ahead of schedule with their facility compared to the County project. They are willing to dig the hole across the front of their property and bury pipe line for the Biggs Water Project. Brad will contact the developer to provide the proper specifications. County Court asked if that would interfere with USDA funding; Brad did not think so. Judge Thompson also suggested contacting Windwave to lay the fiber optic tubes at the same time in the pipeline trenches, as they have offered to lay the tubes for Sherman County. Judge Thompson told Brad to contact Randy Dyché regarding existing wells, as the one he owns currently supplies the truck stops and motel.

County Court inquired if there was any public comment from the audience. Randy Hilderbrand, community member, asked if the water system was for commercial or residential hook up, and if it would be metered. Brad responded the hook up would be for everyone, and they would be metered. Randy also asked if the wells would need to be inspected. Brad replied yes, and the wells need to be up to standards.

Being no further business, the Biggs Public Hearing closed.

Exited Public Hearing: 9:17 a.m.

Re-Entered Court: 9:18 a.m.

1.2 9:15 a.m. Brad Baird – Anderson Perry & Associates – Biggs Service District Water System Improvements Project Update

Present: Brad Baird, Mike Smith, Carrie Pipinich, Aaron Cook, Randy Hilderbrand, Georgia Macnab, Debbie Hayden

Brad Baird, Anderson Perry & Associates, informed the Court the Engineering Agreement has been reviewed by Mike Byers, United States Department of Agriculture (USDA) Engineer, and has been edited and is ready to resubmit. There was one already in place for the project; however the current one will need to replace the previous one. The majority of edits revolved around language regarding the American Steel Clause that the project must follow. Brad brought a copy of the agreement for approval and signage pending USDA approval if the Court chose to do so.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Engineers Joint Contract Documents Committee (EJCDC) Agreement for engineering services between Biggs Service District and Anderson Perry & Associates, Inc., subject to United States Department of Agriculture final approval, and authorize Biggs Service District Board to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Brad has a call into Kimberly Young, USDA, and will send update emails to Kayla von Borstel, Administrative Assistant. County Court inquired about Bond Counsel for Biggs Service District. Carrie Pipinich, Mid-Columbia Economic Development District, asked Aaron Cook, Biggs Administrator, if he called Carol McCoog to set up her Bond Counsel services. Aaron responded he was working on it. Carrie informed Court a second public hearing would need to be held for draft water ordinances. Discussion was held on where to have the next public hearing. Brad gave the Court extra copies of maps for the public. Brief discussion was held on voters within Biggs Service District.

Carrie reported that Judge Thompson, Kayla, Debbie Hayden, Finance Director, and herself, met to go over some financial pieces and check list items; Carrie also met with Aaron separately to discuss checklist items and ordinances.

1.3 9:30 a.m. Georgia Macnab – Planning Department – RV Park Host Recommendation

Present: Georgia Macnab, Debbie Hayden

Georgia Macnab, Planning Department, recommended Lee Ann Posey as RV Park Camp host to the County Court. The position was advertised, and she handed out two applications. Lee Ann family saw the advertisement while researching the area to relocate. Georgia feels very confident about Lee Ann as she previously worked for the Department of Transportation as a trainer with Department of Motor Vehicles for 15 years; she is a self-starter, and has good leadership skills. Jennifer Zimmerlee, previous host, will train Lee Ann for approximately one month.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve Lee Ann Posey to fulfill the position as RV Park Camp Host at the Sherman County RV Park.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.0 Action Items

2.1 Annual Price Adjustment for Sherman County/Waste Management Disposal Services of Oregon, Inc. Contract

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Annual Price Adjustment for Sherman County/Waste Management Disposal Services of Oregon, Inc. to increase from \$24.30 per ton to \$24.91 per ton to be effective July 1, 2018.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.2 Intergovernmental Agreement for Implementation of Phase Three of the Sherman County Broadband Fiber

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Intergovernmental Grant Agreement for the Implementation of Phase Three Sherman County Broadband Fiber between Sherman County and Frontier TeleNet, authorizing Frontier TeleNet to oversee the construction of the Wasco to Rufus Fiber on Sherman County's behalf, and authorize the County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Brief discussion held on the agreement for clarification.

2.3 Sherman County Housing Grant Review Committee Recommendations

Carrie Pipinich, Mid-Columbia Economic Development District, informed the Court there have been a few inquiries and clarification questions that have come up regarding what is an eligible project budget and match funds. The application reads the entire purchase price of the house over \$100,000 could be used as match as long as the owner had not moved in. The Housing Grant Review Committee suggested capping the purchase price at \$50,000, so there is some match money beyond purchase price on the rehabilitation projects. The hope is to encourage the public to buy homes in the area, and rehabilitate to appropriate living standards. Carrie also suggested for the rehabilitation program adding in language that allows individuals with a signed purchase and sale agreement, to be approved for the program contingent in the closing of the home. Funds would be allocated and held for that project for 90 days. If the purchase did not close after 90 days, they would have to come back and re-apply.

The next clarification Carrie mentioned was what qualified as a “rental housing unit”. Carrie was approached with the question: if two units with a shared kitchen could count as two separate housing units. The Housing Grant Review Committee recommended the individual could have a larger shared kitchen; however, each unit would need to be self-contained in order to qualify for the \$10,000 rental incentive.

In regards to the Construction Loan Program, it was discussed during the Housing Grant Review Committee meeting that there would not be many who would be using this program in the future, and it is not currently being utilized. Amy MacNamee, Committee Member, stated individuals who would look at accessing the Construction Loan Program, are already required to be approved for a mortgage prior to receiving the loan; they should also be approved for a construction loan through the bank as well. Judge Thompson gave some background as to why the Construction Loan Program was created initially; the County created a program with a lower interest rate than the bank. Currently interest rates are approximately the same between the County and the banks.

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve up to \$50,000 of the purchase price of a non-owner occupied home, to be considered part of the eligible project budget for a rehabilitation project within 60 days from County Court approval.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to remove the Construction Loan Program from the Sherman County Housing Incentive Funds, due to the lack of current market need.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to allow approval for the Housing Rehabilitation Grant Program with a signed purchase and sale agreement in place contingent upon closing, with funds committed for no longer than 90 days.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve defining a rental unit as a housing unit that could be fully self-contained within the Rental Housing Development Grant.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

2.4 State of Oregon Intergovernmental Agreement 11093 Amendment No. 1 – Sherman County Juvenile Crime Prevention

Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the amendment of an additional \$3,000 from the Youth Development Council to the State of Oregon Intergovernmental Agreement 11093 Amendment No. 1 for the Sherman County Juvenile Crime Prevention and authorize Judge Thompson to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Thompson

No: 0

Abstain: 0

3.0 Discussion Items

3.1 Tri – County Court Documentation

Discussion was held on what the proper protocol was for Tri – County Court documentation and requests for documentation. Kayla von Borstel, Administrative Assistant, lacked background knowledge on the Tri- County Court process, and inquired with other Assistants on their protocols; it was a mix between a recording and notes, and just a recording only. Minutes are not required due to the informality of the group, and as no decisions are made. Minutes are also not required due to ORS 192.650, as long as there are other forms of documentation. Kayla asked County Court for guidance on how they would like to move forward. It was suggested to keep taking notes and a recording, but to keep notes to main highlights which should amount to about one page. This highlights page can be sent if a request is made for documentation of a meeting. A recording should be sent only if necessary.

3.2 Commissioner Reports

Commissioner Dabulskis – Attended Renewable Energy Work Session; Land Conservation Development Commission; Frontier TeleNet; Sherman County Budget Committee; Tri – County Court; Northern Oregon Regional Correctional Facility Budget and Board meeting; Sherman Future Farmers of America dinner; School safety discussion with the community; meet and greet in Grass Valley.

Judge Thompson – Attended pump storage meeting; Rural Development – has been going to meetings and one coming up in May; Opportunity Zones – could be a big opportunity for Sherman County; meeting with Association of Oregon Counties and Patrick Allen on health care; Tri – County Court; Renewable Energy Work Session; Sherman County Budget Committee.

Judge Thompson was approached by an individual interested in purchasing one of three County owned lots in Wasco. Lots are priced at \$43,000 each; she inquired if she bought all three lots, could she purchase at a discounted rate. Judge Thompson replied the County would take her proposal under advisement. He has not received a proposal at this time.

Commissioner McCoy – Attended Renewable Energy Work Session; Sherman County Budget Committee; Mid – Columbia Council of Governments call – sold building for \$550,000 to the program Next Door; Tri – County Court; Northern Oregon Regional Correctional Facility Budget and Board meeting; Housing Grant Committee meeting.

4.0 Consent Agenda

4.1 ~~Minutes of April 18, 2018~~

4.2 Claims – April 2018

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

Vote: 3-0


Yes: Dabulskis, McCoy, Thompson

No: 0

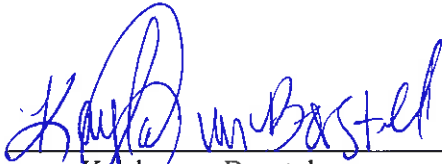
Abstain: 0

Being no further business before the Court, the meeting was adjourned at 10:30 a.m.

Sherman County Court



Gary Thompson, Judge

Attest: 

Kayla von Borstel
Administrative Assistant



Tom McCoy, Commissioner



Joe Dabulskis, Commissioner