



## Court Agenda

October 17, 2018

### Additions to Agenda

#### **1.0 Appointment Schedule**

- 1.1** 9:00 a.m. Compensation Board
  - 1.1.1 9:00 a.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel
  - 1.1.2 9:00 a.m. Bryan Hunt, Veteran's Officer – Employee Compensation
  - 1.1.3 9:15 a.m. Rod Asher, Weed District – Employee Compensation
- 1.2** 9:30 a.m. Compensation Board Merit Decisions
- 1.3** 9:35 a.m. Rod Asher – Weed District – Quarterly Report
- 1.4** 9:45 a.m. Mark Coles – Road Department – Quarterly Report
- 1.5** 10:00 a.m. Wes Owens – Sherman County School District – Quarterly Report
- 1.6** 10:15 a.m. Marnene Benson-Wood – Treasurer – Quarterly Report
- 1.7** 10:30 a.m. Brad Baird – Anderson Perry & Associates – Biggs Water System Update
- 1.8** 11:00 a.m. Nate Stice – Regional Solutions – Quarterly Report

#### **2.0 Action Items**

- ~~2.1~~ ~~Written Quarterly Report – Transit~~
- 2.2 Operating Agreements between Sherman County, GorgeNet, and the City of Moro
- 2.3 Use of Dark Fiber
- 2.4 Appointment – Transportation Advisory Board
- ~~2.5~~ ~~ODOT and WSDOT Mobility Management Match 2018-2019~~
- 2.6 Mid-Columbia Economic Development District Remaining Funding for Columbia Gorge Bi-State Renewable Energy Zone Work
- 2.7 Board of Property Tax Appeals Intergovernmental Agreement between Sherman County and Gilliam County

2.8 2018-2019 Transportation of Veterans in Highly Rural Areas Grant Agreement

**3.0 Discussion Items**

- 3.1 Written Quarterly Report – Senior Center
- 3.2 Written Quarterly Report – Planning Department
- 3.3 Written Quarterly Report – Prevention
- 3.4 Written Quarterly Report – Justice Court
- 3.5 Senior Center Back Up Cook
- 3.6 Quarterly Report Summary
- 3.7 Commissioner Reports

**4.0 Consent Agenda**

- 4.1 Minutes of September 5, 2018
- 4.2 Minutes of September 19, 2018
- 4.3 Revenue/Expenditure Summary – September 2018
- 4.4 Treasurer’s Report – September 2018

**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 COMMISSIONERS MEETING ROOM**

**MINUTES**

**OCTOBER 17, 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**

1.1.1 9:00 a.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel

**Judge Thompson motioned 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 Executive Session: 9:03 a.m.

1.1.2 9:00 a.m. Bryan Hunt, Veteran's Officer – Employee Compensation

1.1.3 9:15 a.m. Rod Asher, Weed District – Employee Compensation

Discussion held on employee compensation and potential employment.

Exited Executive Session: 9:30 a.m.

**1.2 9:30 a.m. Compensation Board Merit Decisions**

Present: Debbie Hayden, Rod Asher

Weed District –

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to hire David Rooney as a 0.75 FTE employee to work for a 9 month period (March 2019 – November 2019) and to be paid over a 12 month pay cycle with 75% County paid benefits at a rate of 64% class, Step B.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Veteran's Officer – No change was made to the current status.

**1.3 9:35 a.m. Rod Asher – Weed District – Quarterly Report**

Present: Rod Asher

Rod Asher, Weed District, presented his quarterly report. Rod provided the Court with a list of employees and their responsibilities, as well as an equipment list. He informed the Court that there had been a small issue at the facility, as an employee clipped the roll up door with their side – by – side ATV; the damage cost just under \$2,000 to repair. Rod would like to install electric door openers to avoid any further issues. Regarding the Weed Board, they meet four times a year; two member's terms are coming to a close, and he will inquire if they would like to renew their terms. Rod mentioned that due to the lengthy legal process of proper weed violation procedures, it was late in the season to be sending notices. He sent out informative letters instead, notifying individuals they had an issue and it would need to be taken care of in the future. All notices, except one, were B Class weeds. Commissioner McCoy inquired if there had been any more issues with Azure Standard; Rod replied no. Judge Thompson asked if the solar farm on Klondike was going to contract with the Weed District; Rod stated that was correct as it's an Avangrid facility, and the Weed District contracts with their other locations. Grounds Maintenance purchased a push lawnmower for the sloped Courthouse lawn. He is also looking for a high quality hedger to keep everything looking neat.

Brief was discussion held on looking into fencing the Demoss Bandstand.

**1.4 9:45 a.m. Mark Coles – Road Department – Quarterly Report**

Present: Mark Coles, Wes Owens

Mark Coles, Road Department, reported he met with Craig Sanders on the Flap grant on Starvation Lane; there will be improvement, however, he does not believe it will be as much as the County expected. Boat pull outs are still in the grant plan; Mark doesn't believe they will be effective in the location chosen, and thinks most of the funding will end up being used for design. County Court stated improvements can be made by the County later on. A first round design will be received from the Federal Forest Service in two to four months for the County to review. In the meeting with Craig, they discussed drainage; there is not many culverts on the road, which Forest Service was ok with. However, if there needs to be any fill or cut work done, it would have to be engineered which takes away more of the funding.

Mark also reported the earth bind paving project had been completed on Helm Springs, and he is pleased with the outcome thus far. He believes it will work on other places in the future. He explained it's similar to paving hot mix, but the rolling process is different as it stays soft for longer. Mark stated they are still crushing chip rock for next year as well. Luke Lawrence resigned from his position, and Mark now is one employee short in the Department. Mark had previously asked the Court to take out the CDL requirement before hiring; however, he may come back asking for the Commercial Driver's License (CDL) to be part of a requirement again. High School Loop has a one year warranty inspection to go through soon; there are a few spots that are of concern.

**1.5 10:00 a.m. Wes Owens – Sherman County School District – Quarterly Report**

Present: Wes Owens

Wes Owens, Sherman County School District, thanked all the County agencies for their support for the School programs. The School has been working with Water Resources in regards to the North playing field well situation. The property was purchased as an extended play field (soccer, baseball, etc.), and green space for the community. An application was submitted to Water Resources, which the School thought was going to be approved, however it didn't. There was some question on the existing well, and new State requirements. The well did not have a well log; therefore they couldn't prove it was cased properly. The School has been working on an interim solution with the City of Moro until the issue can be resolved as the field needs to be seeded with grass now, to have the field ready for spring.

Wes stated he appreciated the Sheriff's Office for their collaboration, and support with the School Safety Plan. The Safety plan is a major program, and is in the final stages of full implementation. Wes presented a picture of the signs the School would like to put up at all the entrances as part of the Safety Plan. They continue training with the Sheriff's Office as well, and he was pleased to share there had been no impact on instruction or delivery of material to the students as training is done on personal time. Safety glass was installed on all school building entrances, and all staff has been outfitted with safety vests and access to medical kits.

The program to implement Safe, Respectful, and Responsible behavior in Sherman's students has been working well. This year was the third class to be inducted into the Hall of Honor. The current week was Homecoming Week with participation K-12. The School was hosting the Mid-Columbia Producers dinner again this year as well. The School has been working to fully communicate with the community; the first publication of their newsletter recently was sent out. Football season was suspended for the duration of the season due to low player numbers, academia, and injuries, in order to keep students safe. The school did not feel comfortable continuing the last few games of the season; they are looking into a potentially smaller number team in the future.

**1.6 10:15 a.m. Marnene Benson-Wood – Treasurer – Quarterly Report**

Present: Marnene Benson-Wood, Brad Baird

Marnene Benson-Wood, Treasurer, presented a Treasure's packet to the Court. Every August, the limitation that's allowed in the State Treasury goes up; currently it's set at \$49,500,000 with a 2.25 interest rate. Sherman County has \$37 million in the pool and is not bumping against the set limitation. The packet provided showed the County investments with bonds or agencies, and brokers through time value investments, were evenly split between all the different investments. It shows who they are, the cost and value of it, and maturity dates. This information was spread from June 2019 through February of 2022. Moneys are invested in the SIP fund, and the County Reserve Funds.

**1.7 10:30 a.m. Brad Baird – Anderson Perry & Associates – Biggs Water System Update**

Present: Brad Braid

Brad Baird, Anderson Perry & Associates, provided an update on the Biggs Water project. Brad was able to get a quote on piping needed, and the Engineering agreement officially approved by Unites States Department of Agriculture (USDA). He contacted USDA for an update; he has not heard back. USDA has more money in their funding pool in the current year, compared to last year when the County tried to apply. The well is ready to go out to bid; it needs to be drilled in winter while the rest of the project is being bid in January or February to make a favorable bidding schedule. Kayla von Borstel, Administrative Assistant, updated Brad on the BCM Development deed, and asked that he contact Pat and Lori Beers to get the deed recorded and paid. The

Engineering Agreement was previously acted on in September 2018; Brad updated it with an October date to match the approval letter from USDA, and asked them to sign on behalf of Biggs Service District. Brad presented a pipe materials quote to the Court, and sheets from the draft design. On the top of page 25, the pipeline is west of Welk Road, and keeps going until it ends west of the motel; this totals just over 700 feet. The pipe supplier quote Brad obtained was \$24,838.14, which was more than Brad anticipated. Court asked Brad to gather two more quotes for a total of three to choose from. Brief discussion was held on running pipe and a fire hydrant beyond Linda's Restaurant for potential future building.

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the lowest most reasonable bid for pipe purchase for the Biggs Water System Project, and authorize Judge Thompson to make the final decision.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

## **1.8 11:00 a.m. Nate Stice – Regional Solutions – Quarterly Report**

Present: Nate Stice

Nate Stice, Regional Solutions, presented his quarterly report. In regards to Broadband, Sherman County received the \$200,000 that was asked for, for the Broadband project from the Regional Infrastructure Fund. Sherman County will work with Business Oregon to come up with contract for the project; Nate was excited to see the project move forward. In the next Legislative Session he would like to ask for more funding so more can be done for our region.

In regards to fire recovery, the Governor and two Senators sent a letter to Secretary Perdue, asking to extend CRP grazing; it has been extended to the end of December as it can only be extended in 90 day increments; it has been requested to extend to the start of nesting season. Nate attended the post Hazardous Mitigation funding webinar for \$250,000 that Sherman is eligible for, for the Substation fire. He stated Shawn had many good items on the list to submit, such as backup generators. The Governor has tasked her team to look at fire response as well.

Nate has continued to work with the local hemp company; the farm bill has stalled which does not help the import issue at hand. There was a Portland based Agriculture related company that visited sites in Rufus and Wasco, and were excited about the properties they saw. Judge Thompson met with a Wasco landowner and they are very receptive to selling, and suggested the company take a look at the far eastern part of the property as it would be ideal for this company. The company would employ roughly 10-20 individual which would help the County.

## **2.0 Action Items**

### **2.1 ~~Written Quarterly Report—Transit~~**

### **2.2 Operating Agreements between Sherman County, GorgeNet, and the City of Moro**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Broadband Network Operating Agreement and Lease between Sherman County, Gorge Networks, Inc., and the City of Moro, for Gorge Networks, Inc. to design, construct, install, and operate Broadband network to provide broadband service to residents and businesses**

throughout the City of Moro, pending approval from the City of Moro and listing the appropriate corrections of County payment amount to GorgeNet.

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

Court approved the motion with the addition to the Agreement of: Identifying what the County has agreed to pay Gorge Net.

County agreed that after County and GorgeNet sign, GorgeNet can be paid for Moro's work. The Court consulted with Kristen Campbell, Timmons Law, via phone on Agreement clarification.

### **2.3 Use of Dark Fiber**

Gorge Net was requesting the use of dark fiber from the County free of charge. Mike Smith, Frontier TeleNet put in the request as it's a potential market to be able to use. Discussion was held on Frontier TeleNet needing to be able to generate enough revenue to cover the \$42,000 cost. County Court agreed to take no action at this time, and ask that Mike attend the next meeting. Court would also like Day Wireless to come explain to the Court about wanting to hook up into the Courthouse.

### **2.4 Appointment – Transportation Advisory Board**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the following to the Sherman County Community Transportation Board: Randy Hilderbrand, Chair; Mary Adams, Vice-Chair; Bonne Whitley, Secretary; Ree Ella von Borstel, Member; and one more Member position that is to be filled by Transportation Board's discretion.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

### ~~**2.5 ODOT and WSDOT Mobility Management Match 2018-2019**~~

### **2.6 Mid-Columbia Economic Development District Remaining Funding for Columbia Gorge Bi-State Renewable Energy Zone Work**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve extending the scope of work and allowing use of the remaining funds of less than \$3,000 in the Columbia Gorge Bi-State Renewable Energy Zone (CGBREZ) account at Mid-Columbia Economic Development District (MCEDD) to support staffing and operations related to CGBREZ meetings.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

### **2.7 Board of Property Tax Appeals Intergovernmental Agreement between Sherman County and Gilliam County**

**Motion by Commissioner Dabulskis, second by Commissioner McCoy, to approve the Intergovernmental Agreement with Sherman County between Sherman and Gilliam County for the provision of independent assessment services necessary to assist the Sherman or Gilliam County Board of Property Tax Appeals in the performance of their functions upon request.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**2.8 2018-2019 Transportation of Veterans in Highly Rural Areas Grant Agreement**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve the Oregon Department of Veterans' Affairs, 2018-2019 Transportation of Veterans in Highly Rural Areas Grant Agreement between the State of Oregon and Sherman County in the amount not to exceed \$45,000.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**3.0 Discussion Items**

**3.1 Written Quarterly Report – Senior Center**

County Court accepted the written report.

**3.2 Written Quarterly Report – Planning Department**

County Court accepted the written report.

**3.3 Written Quarterly Report – Prevention**

County Court accepted the written report.

**3.4 Written Quarterly Report – Justice Court**

County Court accepted the written report.

**3.5 Senior Center Back Up Cook**

Kari Silcox, Senior Center, informed the Court a back-up Cook was needed. Kari will take care of the hiring process.

**3.6 Quarterly Report Summary**

Kayla von Borstel, Administrative Assistant, presented an end of the year Quarterly Report summary to the Court as instructed by the previous Administrative Assistant during Kayla's training. Not all employees were completing their quarterly reports, written or in-person. Kayla sends out a few email reminders every quarter, and has been actively seeking individuals out to make sure they schedule their reports. The Court stated these reports are not optional, and were created to offset the need for staff meetings, and one on one performance



evaluations every year. County Court decided that every County Employee who is requested to submit quarterly reports, will need to complete all of their scheduled reports (unless validly excused), or a yearly performance review will take place with the County Judge. Kayla will send one email reminder only per quarter.

### **3.7 Commissioner Reports**

Commissioner Dabulskis – Discussed well water situation with the Sherman County School District and the Athletic Foundation.

Judge Thompson – Attended Lower John Day Act; Frontier TeleNet Executive; Mid-Columbia Economic Development District Loan Board; Columbia Gorge Bi-State Renewable Energy Zone; Association of Oregon Counties; shelter hearing; met with an interested party in development; Safety Committee, Community Renewable Energy Association; Building Services; Department of Land Conservation and Development.

Commissioner McCoy – Attended Mid-Columbia Community Action Council.

### **4.0 Consent Agenda**

#### **4.1 Minutes of September 5, 2018**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve minutes of September 5, 2018, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

#### **4.2 Minutes of September 19, 2018**

**Motion by Commissioner McCoy, second by Commissioner Dabulskis, to approve minutes of September 19, 2018, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

#### **4.3 Revenue/Expenditure Summary – September 2018**

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

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

#### **4.4 Treasurer's Report – September 2018**

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

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Future agenda items:**

Fiber to the Courthouse

Dark Fiber

Being no further business before the Court, the meeting was adjourned at 2:04 p.m.

**Sherman County Court**

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Gary Thompson, Judge

**Yes: Dabulskis, McCoy, Thompson**

**No: 0**

**Abstain: 0**

**Future agenda items:**

Fiber to the Courthouse

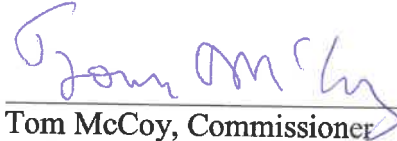
Dark Fiber

Being no further business before the Court, the meeting was adjourned at 2:04 p.m.

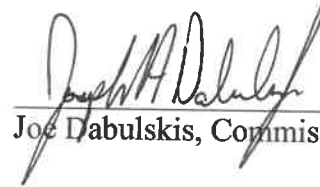
**Sherman County Court**



Gary Thompson, Judge

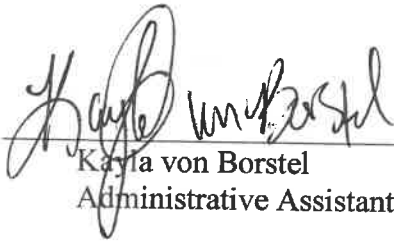


Tom McCoy, Commissioner



Joe Dabulskis, Commissioner

Attest:



Kayla von Borstel  
Administrative Assistant