



## Court Agenda

March 20, 2019

### Additions to Agenda

- 1.1 Carrie Pipinich, MCEDD –Updates to County Court
- 2.6 Budget/Payment Transfers
- 2.7 Appointment: North Central Public Health District Budget Committee – Linda Thompson
- 3.4 Office of the County Court 2019-2020 Budget

### 1.0 Appointment Schedule

- 1.1 9:00 a.m. ~~Jeff Wallace, Timmons Law: County Counsel – Rufus to Biggs Service District Build, Biggs Service District Water/Sewer System, Frontier TeleNet Dark Fiber~~  
Carrie Pipinich, MCEDD –Updates to County Court
- 1.2 9:30 a.m. Erik Glover, Moro Administrator; Perry Thurston, Moro Mayor – Downtown Improvement Match Funds
- 1.3 9:45 a.m. Jacob Powell, Sherman County Area Watershed Council – Annual Report
- 1.4 10:00 a.m. Bryan Hunt, Veterans Officer – 2017-2018 Budget Update
- 1.5 10:15 a.m. County Court – Monthly Payment Request to Northern Oregon Regional Corrections (NORCOR)

### 2.0 Action Items

- ~~2.1 3 Phases Renewables~~
- 2.2 Eastern Oregon Counties Association Dues
- 2.3 Sherman County Knox HomeBox
- ~~2.4 Valid Emergency Operations Plan Letter~~
- 2.5 Senior Center Grease Trap Maintenance
- 2.6 Budget/Payment Transfers
- 2.7 Appointment: North Central Public Health District Budget Committee – Linda Thompson

### 3.0 Discussion Items

- 3.1 Sherman County Outreach Office Location
- 3.2 Sherman County Housing Grant Program
- 3.3 Commissioner Reports
- 3.4 Office of the County Court 2019-2020 Budget

**4.0 Consent Agenda**

- 4.1 Minutes of February 6, 2019 – Revised
- 4.2 Minutes of February 20, 2019
- 4.3 Minutes of March 6, 2019
- 4.4 Revenue/Expenditure Summary – February 2019
- 4.5 ~~Treasurer’s Report – February 2019~~

**5.0 Future Agenda Items**



**SHERMAN COUNTY COURT  
REGULAR SESSION  
SHERMAN COUNTY COMMISSIONERS MEETING ROOM**

**MINUTES**

**MARCH 20, 2019**

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

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

A quorum was present. No news media was present.

**Additions to the Agenda**

- 1.1 Carrie Pipinich, Mid-Columbia Economic Development District –Updates to County Court
- 2.6 Budget/Payment Transfers
- 2.7 Appointment: North Central Public Health District Budget Committee – Linda Thompson
- 3.4 Office of the County Court 2019-2020 Budget

**1.0 Appointment Schedule**

- 1.1 9:00 a.m. ~~Jeff Wallace, Timmons Law: County Counsel –Rufus to Biggs Service District Build, Biggs Service District Water/Sewer System, Frontier TeleNet Dark Fiber~~

**Carrie Pipinich, Mid-Columbia Economic Development District –Updates to County Court**

Present: Carrie Pipinich

Judge Dabulskis inquired if there would need to be a plan for the Biggs Service District resolution for rate charge due to new rules and regulations. Carrie Pipinich, Mid-Columbia Economic Development District, stated for the current resolution one was not needed, but when it becomes updated, a plan would be needed. League of Oregon Cities will be providing a system development charge class in June, which would be good for someone to attend. Judge Dabulskis would like all documentation to be up to date, completed properly, and filed with the Clerk's Office during this process.

Regarding dark fiber, Judge Dabulskis briefly spoke to Dan Bubb, GorgeNet, and informed him County Counsel was under the weather, and Dan was asked to get some information put in writing to help the process move forward. Carrie reported the process has been waiting on the Cities' lawyer, Ruben Cleaveland, as he has not been getting the agreements completed as promised. Brief discussion on franchise fees between the Cities, the County, and GorgeNet. The County agreed to pay \$30,000, and the Cities agreed to pay their designated

10%, Commissioner McCoy believed the Cities should pay the County back unless the Cities do not receive the franchise fee.

**1.2 9:30 a.m. Erik Glover, Moro Administrator; Perry Thurston, Moro Mayor – Downtown Improvement Match Funds**

Present: Carrie Pipinich, Erik Glover, Perry Thurston

Erik Glover, Moro Administrator, spoke to the Court on Moro's Downtown Improvement Program potential to receive match funds for 2019. Erik stated last year was successful as the hotel and Napa store were two projects completed under the program. City council has put aside \$10,000 for their program, contingent upon \$10,000 in match funds from the County. Moro's program starts in June to provide optimum construction weather. Last year a notice was sent to the other three Cities asking them to request if they wished their allotted funds to be held, if not, their allotted funds may be given away. Grass Valley requested a hold, while Wasco and Rufus never responded. Moro was awarded \$20,000 from Wasco and Rufus' allocations. Commissioner McCoy requested a letter to be sent to the Cities again asking them to state their interest in the remaining funds, and stated Moro's request would need to go to Budget Committee on April 10-11, 2019; Moro will be contacted with the result. Brief discussion held with Perry Thurston, Moro Mayor, on the need to set up a meeting with the Cities regarding fiber hook up and agreements.

**1.3 9:45 a.m. Jacob Powell, Sherman County Area Watershed Council – Annual Report**

Present: Jacob Powell

Jacob Powell, Sherman County Area Watershed Council, presented an annual report to the Court from the Soil and Water Conservation District (SWCD) Annual Report, however, he was there on behalf of the Sherman County Area Watershed Council (WC). On the report there was a summary with a list of completed conservation practices between the two entities. Jacob stated that every biennium, Oregon Watershed Enhancement Board (OWEB) creates a sheet of investments for each County; since 1999 OWEB has awarded over three million dollars in grant funds to Sherman County. This sheet also shows a map of all implemented projects throughout the County. He gave a brief WC update stating the Lower Grass Valley Canyon (LGVC) has been an area of focus recently, particularly with noxious weed management through an OWEB large grant on private property not already enrolled in other conservation programs; eight species of noxious weeds were identified in over 370 acres. Funding from the Oregon State Weed Board will allow for the treatment for these weeds. Also in the LGVC area is a restoration grant for Terrace Rebuilds, Water and Control Sediment Basins (WASCB's), Range and Pasture Seeding, and Wildlife Guzzlers. An additional OWEB grant was received for Natural Resource Conservation Service Technical Support; there is currently an issue finding a permanent replacement for the District Conservationist position in Moro. The WC is out of small grant funds for the current biennium. In terms of Outreach, there is a grant with the Oregon Department of Environmental Quality to teach elementary students with items such as the Egg to Fry program, providing outreach at Cottonwood State Park, and Arbor Day planting. The SWCD and WC Annual Meeting had been rescheduled for Wednesday March 27 at 5:30 p.m. in Wasco.

**1.4 10:00 a.m. Bryan Hunt, Veterans Officer – 2017-2018 Budget Update**

Present: Brad Lohrey, Bryan Hunt

Bryan Hunt, Veterans Officer, gave a brief update on the Veterans' 2017-2018 Budget Funds. The State contacted Bryan on the ability to now use funds to purchase vehicles due to a change in the rules. Bryan stated he liked the Traverse that he currently drives, which was purchased five years prior by the County; he took a lifetime lease on the vehicle from the County so he may use it for Veterans' Services. Due to the rule change he

will give the Traverse back to the County, and he will purchase a new vehicle with the excess funds in his budget that need to be spent; he has approximately \$80,000 of excess funds that the State does not want back that accumulated from carryover, and the doubling of his budget last year. Purchasing a new vehicle will spend roughly \$40,000. Judge Dabulskis inquired if some of the Veterans' funds can be sent to the Transportation Department in the Tri County area to transport veterans. Bryan stated in the past, there had been some issues with proper paperwork and it didn't work out. He was also unsure how Veterans' funds would interact with their other grant funds received. Brad Lohrey, Sheriff, stated Northern Oregon Regional Corrections (NORCOR) had some programs for Veterans with re-entry, and asked if there would be any way is to use these funds for those programs. Brief discussion held on NORCOR billing the Veterans Department to help offset the cost of these programs.

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve NORCOR billing the Veterans Officer for programs attended to Sherman County Veterans while in NORCOR custody on a per person basis.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

Court agreed for Bryan to purchase a new Traverse using his budget funds, and requested he speak with Debbie to go through the proper steps for purchase.

## **1.5 10:15 a.m. County Court – Monthly Payment Request to Northern Oregon Regional Corrections (NORCOR)**

Present: Brad Lohrey

Brad Lohrey, Sheriff, gave a brief background on his time with Northern Oregon Regional Corrections (NORCOR). After the Administrator left at NORCOR, they restructured the staffing situation; he is the Sheriff that over sees the adult side at NORCOR. At the time of the restructure, all four Sheriff's agreed it was on an interim basis to see how, or if, the restructure would work, and no compensations was asked for. The next day would start the NORCOR budget process. On his side of the NORCOR budget he included \$1,000 per month to be given to which ever County whose Sheriff was overseeing NORCOR. Overseeing NORCOR has been taking up about 10 hours a week of his time; this has increased significantly since he took over. He believed whatever designated County in charge should get reimbursed, and it would be up to the individual County to decide to keep the money, or pass onto their Sheriff. Brads request for Sherman County if he was chosen going forward, he would like a stipend of \$500, and the other \$500 go to the County.

## **2.0 Action Items**

### **2.1 — 3 Phases Renewables**

### **2.2 Eastern Oregon Counties Association Dues**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve the Eastern Oregon Counties Association (EOCA) 2019-2020 annual dues in the amount of \$2,600.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

### **2.3 Sherman County Knox HomeBox**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the purchase of a Knox HomeBox in the amount of up to \$200, as recommended by Emergency Services Director, Shawn Payne.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

### ~~**2.4 Valid Emergency Operations Plan Letter**~~

### **2.5 Senior Center Grease Trap Maintenance**

**Motion by Commissioner McCoy, second by Commissioner Bird, to hire Jacobs Environmental Service in the amount of \$350, to professionally empty the grease trap at the Sherman County Senior Center.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

### **2.6 Budget/Payment Transfers**

**Motion by Commissioner McCoy, second by Joan Bird, to authorized budget transfers/payments as recommended by the Finance Director, including \$578,000 from the County General Fund, and \$2,000 from the Parks Fund, and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

### **2.7 Appointment: North Central Public Health District Budget Committee – Linda Thompson**

**Motion by Commissioner Bird, second by Judge Dabulskis, to appointment Linda Thompson to the North Central Public Health District Budget Committee.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

## **3.0 Discussion Items**

### **3.1 Sherman County Outreach Office Location**

There has been some concern voiced of the conversations which include sensitive information being overheard between the Outreach Office, and the District Attorney's (DA) Office, which could be a conflict of interest. It was discussed to potentially relocate the Outreach Office to the downstairs conference room, and the current Outreach Office being insulated. The DA would like to make the current Outreach Office into his conference room, or a file room for the DA office if possible. Court consensus to move the Outreach Office to the

conference room downstairs across from the Sheriff's Office. There is consideration to have a sound check done on the Courthouse Addition building.

### **3.2 Sherman County Housing Grant Program**

Judge Dabulskis spoke with Amy MacNamee, Grant Housing Review Committee as to why the program wasn't getting used; she believed the process needed to be streamlined. He has been in contact with an individual who was interested in a house, but didn't know if he wanted to live there; he had thoughts of fixing the house to be sold. Judge Dabulskis inquired if this type of project could be done within the Rehabilitation Program. Commissioner McCoy stated there was no mention in the paperwork for that specific program that stated the funds had to be for a rental home, or that the buyer had to move in; the stipulation was the owner could not be previously living in the house. Judge Dabulskis stated for the record he may have a potential conflict of interest as his son in laws father had been informed of the grant housing programs, and may use the programs.

Brief discussion was held on the Opportunity Analysis meeting occurring later in the evening.

### **3.3 Commissioner Reports**

Judge Dabulskis – Attended Biggs Service District (BSD) waste water tour; Association of Oregon Counties (AOC); Driven to Distraction training; Community Renewable Energy Association; Local Public Safety Community Council (LPSCC) work session; met with Jessy Rose, LPSCC Coordinator; Safety Committee; Regional 911; AOC webinar; Met with owners for new BSD truck stop; Met with County Counsel, Mid-Columbia Economic Development District Loan Board; Spoke with individual who was interested in County owned lots located in Wasco.

Commissioner McCoy – Attended Community Advisory Council; Met with County Counsel; Local Public Safety Community Council (LPSCC) work session; Many meetings canceled due to inclement weather.

Commissioner Bird – Attended Senior Center interviews; Association of Oregon Counties (AOC); AOC webinar; Soil & Water Conservation District; North Central Public Health District; Driven to Distraction training; Senior Center Advisory; Lower Deschutes Weed Management Program Presentation; Library Board; Grass Valley landowners will have a meeting with a solar panel farm project.

### **3.4 Office of the County Court 2019-2020 Budget**

County Court reviewed the Office of the County Court budget. Judge Dabulskis changed the cell phone allowance on this year's budget to \$50 per month; last year there was \$0 in budget for cell phones. Each Commissioner is allowed an allowance per month to offset their costs for cell phones and tablets used for business. Commissioner Bird inquired about paying a temporary employee while Kayla von Borstel, Administrative Assistant, went on maternity leave, and what the "extra help" line item in the budget was used for. County Court will consult with Debbie Hayden, Finance Officer.

## **4.0 Consent Agenda**

### **4.1 Minutes of February 6, 2019 – Revised**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve minutes of February 6, 2019, as amended to section 2.7, and supersedes the previous set of minutes adopted on March 6, 2019.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**  
**Abstain: 0**

**4.2 Minutes of February 20, 2019**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the minutes of February 20, 2019, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**4.3 Minutes of March 6, 2019**

**Motion by Commissioner Bird, second by Commissioner McCoy, to approve the minutes of March 6, 2019, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**4.4 Revenue/Expenditure Summary – February 2019**

**Motion by Commissioner McCoy, second by Judge Dabulskis, to approve the Revenue/Expenditure Summary for the month of February 2019, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**~~4.5 Treasurer's Report – February 2019~~**

Being no further business before the Court, the meeting was adjourned at 11:56 a.m.



**Sherman County Court**

  
\_\_\_\_\_  
Joe Dabulskis, Judge

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

  
\_\_\_\_\_  
Joan Bird, Commissioner

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