



Court Agenda

April 17, 2019

Additions to Agenda

* Announced at the beginning of the meeting that we added the Intergovernmental Agreement for Construction of Broadband Network & Broadband Network Operating Agreement to the agenda after the session started at 9:58 a.m. on April 3, 2019 as it was received at this time.

1.7 Executive Session in Accordance with ORS 192.660 (2) (b) Complaints, or in the alternative, 2 (i) Personnel

1.0 Appointment Schedule

1.1 9:00 a.m. Jenine McDermid, Clerk – 2019-2020 County Assessment Function Funding Assistance (CAFFA) Grant Application, Racial and Ethnic Impact Statement, & Resolution

1.2 9:15 a.m. Jenine McDermid, Clerk – Quarterly Report

1.3 9:30 a.m. Wes Owens, Sherman County School District – Quarterly Report

1.4 9:45 a.m. Marylou Martin, Sherman County Public Library – Quarterly Report

1.5 10:00 a.m. Patti Fields, Sherman County Historical Museum – Quarterly Report

1.6 10:15 a.m. Larry Hocter, Community Member – Hocter Property Request

1.7 10:30 a.m. Jessie Rose, Association of Oregon Counties – Policy Advisor Proposal

Executive Session in Accordance with ORS 192.660 (2) (b) Complaints, or in the alternative, 2 (i) Personnel

1.8 ~~10:45 a.m.~~ 11:07 a.m. Oregon Youth Conservation Corps (OYCC) Storage Shed Replacement; Letter of Support

2.0 Action Items

2.1 Appointment: North Central Public Health District Budget Committee Representative Alternate – Gary Thompson

2.2 Sherman County Investment Policy

2.3 Regional Infrastructure Fund Grant Agreement & Resolution for the Sherman Cities Broadband Initiative

2.4 Sherman Cities Broadband Payments to GorgeNet

2.5 Appointment: Sherman County Pro Tem Judge – Steven Shaffer; retired Gilliam County Court Judge

- 2.6 Oregon Audits Division 2018 Plan of Action
- 2.7 Surplus: County 2000 Ford E450 Bus and Assessor's Office 2008 Jeep Patriot with Minimum Bids
- ~~2.8 Previous Surplus: Minimum Bids for Drivers Education 2008 PT Cruiser and Sheriff's Department 2014 Dodge Charger~~
- 2.9 County Court Data/Cell Phone Stipend Request

3.0 Discussion Items

- 3.1 Written Quarterly Report – Planning
- 3.2 Written Quarterly Report – Senior Center
- 3.3 Written Quarterly Report – Juvenile
- 3.4 Written Quarterly Report – Prevention
- ~~3.5 Office Space for Oregon State University (OSU) Breeding Program~~
- 3.6 Commissioner Reports

4.0 Consent Agenda:

- ~~4.1 Minutes of April 3, 2019~~
- 4.2 Revenue/Expenditure Summary – March 2019
- 4.3 Treasurer's Report – March 2019

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

APRIL 17, 2019

Opened Court: 9:02 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 Agenda

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- 1.7 Executive Session in Accordance with ORS 192.660 (2) (b) Complaints, or in the alternative, 2 (i) Personnel

1.0 Appointment Schedule

- 1.1 **9:00 a.m. Jenine McDermid, Clerk – 2019-2020 County Assessment Function Funding Assistance (CAFFA) Grant Application, Racial and Ethnic Impact Statement, & Resolution**

Present: Jenine McDermid, Jessy Rose

Jenine McDermid, County Clerk, presented the Court with the 2019 – 2020 County Assessment Function Funding Assistance (CAFFA) Grant Application. She stated this application was submitted every year, and is based on anything that has to do with Assessment and Tax related budgets, such as the Assessors and Tax Collectors FTE (Full Time Equivalent), the Treasurer, and BOPTA (Board Of Property Tax Appeals). The estimated totals for all Counties go into a pool, and the dollars available are then divided up, and awarded, to each County; only a small portion of the amount submitted comes back to each County. Funds are received quarterly by the Finance Department.

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the 2019-2020 County Assessment Function Funding Assistance (CAFFA) Program Grant Application, Racial and Ethnic Impact Statement, and Resolution in the amount of \$575,531.00, and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0
Abstain: 0

1.2 9:15 a.m. Jenine McDermid, Clerk – Quarterly Report

Present: Jenine McDermid, Jessy Rose

Jenine McDermid, County Clerk, gave her quarterly report to the Court. On February 21, 2019 there was a BOPTA (Board Of Property Tax Appeal) hearing where one appeal was addressed; it was sustained. The 2019 Passport Acceptance Program certification was competed at the year end. Jenine attended a Clerks conference in February. She is part of a committee that reads all the legislative bills to look for items that deal with recording, elections, or the Assessor's Office. Clerk Staff attended the Driven to Distraction training at the beginning of March. Jenine stated Helion software system was running in the Clerk's Office; public can enter their information into the Clerk's public computer which would then be printed versus filling out forms by hand for items such as marriage licenses. The 2019 elections security plan had been submitted and approved by the Sectary of State's office. Clerk Staff have been preparing for the May 21, 2019 Special District election. Jenine received notice that it was time for the annual insurance renewal process. City County Insurance (CIS) provide a learning center available to all employees online where employees could print certificates and browse through a variety of classes to take online. Brief discussion held on internet security.

1.3 9:30 a.m. Wes Owens, Sherman County School District – Quarterly Report

Present: Wes Owens, Jessy Rose, Larry Hocter

Wes Owens, Sherman County School District, presented a quarterly report. The School District was currently in the budget process and has two open School Board positions. The process changed from zones to positions as there have always been challenges trying to fill the spots based on zones. Certain zones are more difficult to fill than others, due to population size. The School District has the opportunity to hire a qualified Mental Health Professional to have in-house, however, they do not have any candidates at this time. Wes thanked the County for their support in the scholarship program for graduates. Local monies given in the past has totaled approximately \$250,000 between all donors. Students and Staff are currently engaged in State Testing which takes up a significant amount of time. The north playing field was still a work in progress; Wes thanked the City of Moro for their water agreements, due to permitting complications the school had with the existing well. He stated the field was anticipated to be ready for use by summer or fall of 2019. Fall 2019 would mark the fourth class in the Hall of Honor. The School District also has an opening for a 0.5 FTE Custodian currently. School signage has entered into its last phase to show passerby's who they are (the school), gym signs for sports, etc. The Safety Plan for the School has been fully implemented. Due to a rough winter, the District needed to adjust the 2018-2019 school calendar, and adopted the 2019-2020 calendar for next year as well. An Instagram page exists for the School now in order to better communicate with public.

1.4 9:45 a.m. Marylou Martin, Sherman County Public Library – Quarterly Report

Present: Marylou Martin, Wes Owens, Larry Hocter, Jessy Rose

Marylou Martin, Sherman County Public Library, provided the Court with last year's, and the current year's budget, for review. The largest change was in the PERS column which increased from 21 to 26 percent. Court inquired as to what certain line items for. There are three employees besides Marylou at the Library. Funds were removed from the media column as there has been significant sharing of books between the school and library. Marylou provided pictures to the Court of newest window leak two weeks prior; the window replacement from last fall has not leaked. There are two more windows that need replaced, along with some outside caulking. She also provided pictures of activities/programs they have done: literacy night, book club, summer reading

program, Harry Potter party, birds in black, mid-air winds concert, traveling lantern, community story time, art club, crafts and stacks, and movie nights.

1.5 10:00 a.m. Patti Fields, Sherman County Historical Museum – Quarterly Report

Present: Patti Fields, Larry Hocter, Jessy Rose

Patti Fields, Sherman County Historical Museum, presented a quarterly report, and provided a handout and calendar. She thanked Court for support of the Historical Society and Museum. At the visitors information station a sign in book is kept to note where visitors are from, and how they heard about the museum; the yearly goal is to have approximately 2,000 visitors. Many schools, organizations, and other museums attend the Museum for field trips every year. The Museum has been using the vacant JC Penny's store front in The Dalles to promote visitors. Every year an exhibit is displayed during the Fair as well. Patti stated a fundraiser would be held on September 14, 2019. The Museum received two grants in the past year, one from Wasco Electric for \$1,000 to paint the footbridge, and the second one from the Sherman County Development League for \$12,500 to complete phase 1 of digitizing Sherman County Journals.

1.6 10:15 a.m. Larry Hocter, Community Member – Hocter Property Request

Present: Larry Hocter, Jessy Rose

Larry Hocter, Community Member, informed Commissioner Bird he previously sold his property to the County with the agreement he could reside on the property for 180 days after closing to provide adequate time to find another place to live before vacating. He came to the Court seeking an extension until August 31, 2019, as he has not been able to find another living situation. He currently pays the liability insurance and utilities for the home.

Motion by Commissioner McCoy, second by Commissioner Bird, to allow Larry Hocter to live on the property until August 31, 2019 rent free, providing that he continues to provide insurance, utilities, and other items as previously agreed upon.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

1.7 10:30 a.m. Jessy Rose, Association of Oregon Counties – Policy Advisor Proposal

Executive Session in Accordance with ORS 192.660 (2) (b) Complaints, or in the alternative, 2 (i) Personnel

Present: Jessy Rose, Amber DeGrange, Brad Lohrey, Amy Asher, Larry Hocter

Jessy Rose, Association of Oregon Counties, presented a Policy Advisor proposal to the Court. She stated the Local Public Safety Coordinating Council (LPSCC) Coordinator position was a pilot program partnership with a federal grant; the Criminal Justice Commission (CJC) and Association of Oregon Counties (AOC) agreed to manage the position so there was no favoritism for any one County. The goal was to figure out a way to continue these programs by finding additional funding after September with grants, or by having the Counties pick up the Policy Advisor position. Other Coordinators are proposing the Policy Advisor Position as well to their own respective Counties. The Policy Advisor position would be no cost to the County through September. She described a few areas where she could be involved including keeping the County up to date on Regional policies, grant writing, working with AOC, and inform the Court on what would be happening in legislature.

She currently does many of these items already informally, and the proposal would solidify the position. Additionally, she offered her time for anything else she could help the County Court with, including help with Kayla von Borstel's position, Administrative Assistant, when she goes on maternity leave. She asked that the Court consider her new services on a temporary basis, and if there was no longer a need for her after September, she would continue with the other Counties that have shown interest in keeping her long term.

Motion by Judge Dabulskis to enter into Executive Session in Accordance with ORS 192.660 (2) (b) Complaints, or in the alternative, 2 (i) Personnel.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Entered Executive Session: 10:38 a.m.

Discussion held on complaints/personnel.

Exited Executive Session: 10:58 a.m.

Reconvened County Court: 10:59 a.m.

Brief discussion held on what the LPSCC Coordinator does in other Counties that isn't done Sherman County.

Amber DeGrange, Prevention/LPSCC Chair, and Wade McLeod, Assessor/LPSCC Member, were asked to speak with the Court regarding the LPSCC Coordinator position, and its elimination of services from Sherman County. Amber stated Jessy Rose's services were to cease in Sherman County due to an incident that occurred. Amber reached out to LPSCC members asking if any member had a need for Jessy's services any longer; the response from the group was either no, or neutral but understanding. This information was passed onto AOC who made the final decision. It was inquired if her cease of services would negatively impact the County; Amber responded no, Jessy was open to helping, but her skill set wasn't found useful for the group, and during the incident it was made clear Jessy found herself not able to work with the group, and found herself more in line with the Court. It was noted as a Policy Advisor for the Court, it could potentially conflict with other departments within the County. Amber reiterated she did not actively seek out members to have Jessy's position taken away, she took action as a Chair to gather information based on an incident that required action and accountability to be passed onto AOC; AOC took action based off the group recommendation.

1.8 10:45 a.m. 11:07 a.m. Amy Asher, Prevention/Outreach – Oregon Youth Conservation Corps (OYCC) Storage Shed Replacement; Letter of Support

Present: Amy Asher

Amy Asher, Prevention/Outreach, spoke with the Court on the potential move of the Oregon Youth Conservation Corps (OYCC) tool shed. The shed is in poor condition and needs replaced, as well as it was suggested to Amy to relocate the shed due to some expansion at the current location. She was unsure of where it could be moved to; discussion held on a possible spot at the fairgrounds, however, it is uncertain if the area is County property or if it belonged to the fairgrounds. There is \$30,000 in her budget that needed to be used by the end of the fiscal year; replacing the shed could use a small portion of those funds for a 10x12 building. She would like something with a floor to be less open and more secure from the environment.

Motion by Commissioner McCoy, second by Commissioner Bird, authorize Amy Asher to build an Oregon Youth Conservation Corps (OYCC) storage shed, and to work with Judge Dabulskis to find a location.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Amy had a small addition to her appointment as this item was due April 30, 2019. Alcohol and Drug Prevention Education grant funds used to be housed under Mental Health, and the funds cycled through Mid-Columbia Center for Living, and then passed onto the County. When the funds moved over to Chronic Diseases, it went to a reimbursement basis to the State before money would be passed to Center for Living, which caused challenges as there has been shortages in payments. Amy requested to move the contract from Center for Living to Sherman County to avoid further challenges. If the letter of support was not submitted to Oregon Health Authority for this change, they will have to contract with Center for Living for the next two years.

Motion by Commissioner McCoy, second by Commissioner Bird, approve the letter to the Oregon Health Authority (OHA) notifying them to move the Prevention Education Grant from Center for Living to Sherman County, and authorize the County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.0 Action Items

2.1 Appointment: North Central Public Health District Budget Committee Representative Alternate – Gary Thompson

Motion by Commissioner Bird, second by Commissioner McCoy, to appoint Gary Thompson to the North Central Public Health District Budget Committee as an Alternate.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.2 Sherman County Investment Policy

Motion by Judge Dabulskis, second by Commissioner McCoy, to approve the Sherman County Investment Policy (revised October 2016) as presented, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.3 Regional Infrastructure Fund Grant Agreement & Resolution for the Sherman Cities Broadband Initiative

Motion by Commissioner Bird, second by Commissioner McCoy, to approve the Regional Infrastructure Fund Grant Agreement for the Sherman Cities Broadband Initiative, between Sherman County and the State of Oregon, acting by and through Oregon Business Development

Department, in the amount of \$200,000, and authorize County Court and Debbie Hayden, Financial Officer, to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Motion by Commissioner Bird, second by Commissioner McCoy, to approve Resolution No. 01-04-2019, In the Matter of the County Court Approving the Regional Infrastructure Fund Grant Agreement for the Sherman Cities Broadband Initiative to provide reliable, robust, and affordable broadband service as critical infrastructure for community and economic development as well as access to education, workforce training, health care, public safety, and other services in rural communities, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.4 Sherman Cities Broadband Payments to GorgeNet

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Sherman Cities Broadband Payments to GorgeNet in the amount of \$41,714.40 for the City of Grass Valley, and \$39,169.20 for the City of Wasco, for Fiber to the Home installation services.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.5 Appointment: Sherman County Pro Tem Judge – Steven Shaffer; retired Gilliam County Court Judge

Motion by Judge Dabulskis, second by Commissioner McCoy, to approve retired Gilliam County Judge Steven Shaffer, to serve as Sherman County Pro Tem Judge on May 18, 2019 and August 24, 2019 for the purpose of performing marriage ceremonies, and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.6 Oregon Audits Division 2018 Plan of Action

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Oregon Audits Division 2018 Plan of Action as proposed, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.7 Surplus: County 2000 Ford E450 Bus and Assessor's Office 2008 Jeep Patriot with Minimum Bids

Motion by Judge Dabulskis, second by Commissioner Bird, to declare the 2000 Ford E450 Bus as surplus as recommended by the County with a minimum bid of \$2,000 and the 2008 Jeep Patriot as surplus as recommended by the Assessor's Office with a minimum bid of \$2,000.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

~~**2.8 Previous Surplus: Minimum Bids for Drivers Education 2008 Chrysler PT Cruiser and Sheriff's Department 2014 Dodge Charger**~~

2.9 County Court Data/Cell Phone Stipend Request

Discussion held on the current policy; Court concluded it needed to be updated. Tom proposed a basic fee for data as the Judge's iPad was solely for business use. Item will be revisited at a later date after some research has been done. No action was taken at this time.

Recess County Court: 11:56 a.m.

Reconvened County Court: 1:04 p.m.

3.0 Discussion Items

3.1 Written Quarterly Report – Planning

County Court accepted the Written Quarterly Report.

3.2 Written Quarterly Report – Senior Center

County Court accepted the Written Quarterly Report.

3.3 Written Quarterly Report – Juvenile

County Court accepted the Written Quarterly Report.

3.4 Written Quarterly Report – Prevention

County Court accepted the Written Quarterly Report.

~~**3.5 Office Space for Oregon State University (OSU) Breeding Program**~~

3.6 Commissioner Reports

Judge Dabulskis – Attended Day Wireless Work Session; Association of Oregon Counties via phone; Starvation Lane Tour/Discussion on Federal Lands Access Program (FLAP) Grant; Budget Committee; Community Renewable Energy Association; Sherman Fire Districts Trailer Burn Training; Met with Regional Solutions; Frontier Regional 911 Budget; Tri-County Community Corrections; Wasco City Council.

Commissioner McCoy – Attended Day Wireless Work Session; Community Advisory Council (CAC); Center For Living; Budget Committee, Grant Housing Review Committee via phone.

Commissioner Bird – Attended Day Wireless Work Session; North Central Public Health District; Budget Committee; Area Agency on Aging; Sherman Fire Districts Trailer Burn Training; looking into internet service at the Experiment Station.

4.0 Consent Agenda:

4.1 ~~Minutes of April 3, 2019~~

4.2 Revenue/Expenditure Summary – March 2019

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

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

4.3 Treasurer's Report – March 2019

Motion by Commissioner McCoy, second by Judge Dabulskis, to approve the Treasurer's Report for the month of March 2019, as presented.

Vote: 3-0

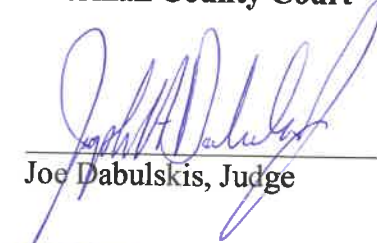
Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Being no further business before the Court, the meeting was adjourned at 1:30 p.m.

Sherman County Court



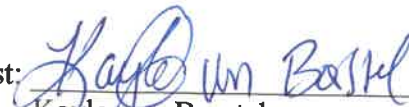
Joe Dabulskis, Judge



Tom McCoy, Commissioner



Joan Bird, Commissioner

Attest: 

Kayla von Borstel
Administrative Assistant