



Court Agenda

June 19, 2019

Additions to Agenda

- 2.9 County Owned Lots Offer – Asher Subdivision, Wasco
- 2.10 Oregon Department of Transportation Agreement #33595 between the State of Oregon and Sherman County
- 3.8 Compensation Time – Weed District

1.0 Appointment Schedule

- 1.1 9:00 a.m. Reading of Sealed Bids for the Wasco to Rufus Fiber Build
- 1.2 9:15 a.m. Mike Elliot, SAIF Corporation – Workman’s Compensation Policy Renewal
- 1.3 9:30 a.m. Jenine McDermid, Clerk – Cybersecurity Policy
- 1.4 11:00 a.m. Demoss Spring Park Site Visit

2.0 Action Items

- 2.1 Vehicle Request – Oregon State University (OSU) Sherman County Extension
- 2.2 Vehicle Bid Approval – Veteran’s Service Office
- 2.3 Appointment: North Central Public Health District Sherman Representative – Jayme Thompson
- 2.4 Travel Oregon Grant for Cottonwood Canyon Tower
- 2.5 Consider Declaring as Holiday – Friday July 5, 2019
- 2.6 Surplus: Senior Center Dishwasher
- 2.7 Senior Center Dishwasher Preparations & Replacement
- 2.8 Budget Transfer Resolution/Budget Transfers & Payments
- 2.9 County Owned Lots Offer – Asher Subdivision, Wasco
- 2.10 Oregon Department of Transportation Agreement #33595 between the State of Oregon and Sherman County

3.0 Discussion Items

- 3.1 Department of Environmental Quality (DEQ) Access to County Property Located in Biggs Service District
- 3.2 Thank You Note from ABC Huskies Childcare
- 3.3 July 3, 2019 County Court Cancellation
- 3.4 Abandoned Ambulance on County Property – South Sherman Fire & Rescue
- 3.5 Frontier TeleNet Loan Extension
- 3.6 Courthouse Elevator Sign
- 3.7 Commissioner Reports
- 3.8 Compensation Time – Weed District

4.0 Consent Agenda

- 4.1 Minutes of May 15, 2019
- ~~4.2 Minutes of June 5, 2019~~
- 4.3 Revenue/Expenditure Summary – May 2019
- 4.4 Treasurer’s Report – May 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

JUNE 19, 2019

Opened Court: 9:04 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

- 2.9 County Owned Lots Offer – Asher Subdivision, Wasco
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- 3.8 Compensation Time – Weed District

1.0 Appointment Schedule

- 1.1 9:00 a.m. Reading of Sealed Bids for the Wasco to Rufus Fiber Build**

Present: Mike Elliot, Katie Bearden

County Court opened, read, and briefly discussed the three bids received. No action was taken at this time, to allow time to gather technical advice. The decision to award would be postponed until, June 27, 2019, during a Special Session. Kayla von Borstel, Administrative Assistant, will provide notice to bidders of tabled decision.

- 1.2 9:15 a.m. Mike Elliot, SAIF Corporation – Workman’s Compensation Policy Renewal**

Present: Mike Elliot, Katie Bearden, Debbie Hayden

Mike Elliot, SAIF Corporation, presented the Counties Workers’ Compensation Insurance proposal, and stated the 2019-2020 Annual Prepay installment of \$34,115 was about 3% less this year, than the 2018-2019 fiscal year. He announced Katie Bearden would be replacing him as the Counties new SAIF agent.

Motion by Commissioner Bird, second by Commissioner McCoy, to approve payment to SAIF for 2019 – 2020 fiscal year in the amount of \$34,115.00, and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

1.3 9:30 a.m. Jenine McDermid, Clerk – Cybersecurity Policy

Present: Jenine McDermid, Ron McDermid, Debbie Hayden

Jenine McDermid, Clerk, presented the Cybersecurity Policy as required by Citycounty Insurance Services, and stated County Counsel had approved the policy. Ron McDermid, Justice Court, mentioned that a requirement of the Policy would be for all employees to sign a Policy Acknowledgment form. He also proposed creating a user group to provide information for employees. Brief discussion was held on current cyber security training and a policy implementation timeframe. Commissioner Bird suggested the Portable Device policy be included in this Policy; Debbie Hayden, Finance Director, responded it was currently in the employee handbook, but will be added to the Cybersecurity policy as well at a later date.

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Sherman County Cybersecurity Policy, dated June 19, 2019, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Recessed Court Session: 10:50 a.m.

Reconvened at Demoss Park: 11:00 a.m.

1.4 11:00 a.m. Demoss Spring Park Site Visit

Present: Vada Demoss, Jan Byram, Dick Byram, Georgia Macnab, Tom Macnab, Dan Aldrich, Lee Langston, Rod Asher

Discussion was held on a course action for the deteriorating Demoss Spring Park Bandstand. Consensus of the group was to tear down the Bandstand, and build a user-friendly structure in its place with a Demoss family memorial display.

Recessed Demoss Park: 11:17 a.m.

Reconvened Court Session: 11:29 a.m.

2.0 Action Items

2.1 Vehicle Request – Oregon State University (OSU) Sherman County Extension

Motion by Commissioner Bird, second by Commissioner McCoy, to approve Sherman County Oregon State University Extension office, to assume the lease with Sherman County for the 2014 Chevy Traverse, currently in use by the Veteran's Officer, when it becomes available with purchasing options in the future. Travel expenses, maintenance, fuel, insurance, and all other vehicle expenses to be covered by Sherman County Oregon State University Extension Office's current travel line item in their existing budget.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.2 Vehicle Bid Approval – Veteran's Service Office

Motion by Commissioner Bird, second by Commissioner McCoy, to approve the vehicle bid from Sherrell Chevrolet in the amount of \$36,501.62 to purchase a 2019 Chevy Traverse 3LT for the Veteran's Officer's use.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.3 Appointment: North Central Public Health District Sherman Representative – Jayme Thompson

Motion by Judge Dabulskis, second by Commissioner McCoy, to appoint Jayme Thompson to the North Central Public Health District Board as the Sherman County Representative.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.4 Travel Oregon Grant for Cottonwood Canyon Tower

Brief discussion was held on the County applying for grant funds through Travel Oregon in the amount of \$20,000, to assist Frontier TeleNet with construction costs of a tower at Cottonwood State Park. No cost would be incurred by the County. Consensus of the Court to move forward with the grant application.

2.5 Consider Declaring as Holiday – Friday July 5, 2019

County Court declined declaration of Friday, July 5, 2019, as a Holiday.

2.6 Surplus: Senior Center Dishwasher

Motion by Commissioner McCoy, second by Commissioner Bird, to declare the Senior Center dishwasher surplus, and to be donated to the Moro Community Presbyterian Church.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.7 Senior Center Dishwasher Preparations & Replacement

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the purchase of a replacement dishwasher, and for mandatory site preparation of the area to occur for the Senior Center in the amount not to exceed \$6,000.00.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.8 Budget Transfer Resolution

Motion by Judge Dabulskis, second by Commissioner McCoy, to approve, as recommended by the Finance Director, a Resolution in the Matter of the County Court Approving the Transfer of

Funds Within the County General, Community Transit, Ambulance, Prevention, Community Development, Court Security, Emergency Services, DA-V/WAP, General Road, County Fair, Early Learning Services, Senior Center, Courthouse Facility, and SIP Additional Fees Funds, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Motion by Commissioner McCoy, second by Commissioner Bird, to authorize budget transfers/payments as recommended by the Finance Director, including \$5,000.00 from the Emergency Services Fund to the Emergency Services Reserve Fund, and \$300,000.00 from SIP Additional Fees to the Fairgrounds Project Fund, and authorize Judge Dabulskis to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

2.9 County Owned Lots Offer – Asher Subdivision, Wasco

County Court received an offer in the amount of \$60,000 for two County owned lots, located in the Asher Subdivision of Wasco; Court declined the offer, and will counter offer \$78,000, as they can not accept less than asking price.

2.10 Oregon Department of Transportation Agreement #33595 between the State of Oregon and Sherman County

Motion by Commissioner Bird, second by Commissioner McCoy, to approve the Rail and Public Transit Division/Oregon Department of Transportation Agreement #33595, between Sherman County and the State of Oregon, with a total project cost of \$107,834.00, and receiving from the State an amount not to exceed \$96,760.00, with an ending date of June 30, 2021, and authorize County Court to sign.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

3.0 Discussion Items

3.1 Department of Environmental Quality (DEQ) access to County Property Located in Biggs Service District

Department of Environmental Quality requested the use of County property, located in Biggs Service District, for an offsite diesel fuel monitor well. County Counsel to review request.

3.2 Thank You Note from ABC Huskies Childcare

Thank you note received for use of tables and chairs.

3.3 July 3, 2019 County Court Cancellation

Consensus of Court to cancel, July 3, 2019, County Court.

3.4 Abandoned Ambulance on County Property – South Sherman Fire & Rescue

County Court received a letter from South Sherman Fire and Rescue who released their interest in the abandoned Ambulance to Carl Langston; he will be removing it from County property.

3.5 Frontier TeleNet Loan Extension

Frontier TeleNet currently has a loan of \$100,000 from the County; discussion was held on allowing repayment extension if asked; Court consensus to allow as some repayment has been made.

3.6 Courthouse Elevator Sign

Brief discussion was held on the need of courthouse Elevator signage. Judge Dabulskis will speak with Ron McDermid, Steering Committee, about obtaining this.

3.7 Commissioner Reports

Judge Dabulskis – Attended Systems Development Charge Training; Biggs Service District site visit regarding water outage; site visit with Robinson Brothers Construction regarding fiber; Fiber to the Home; Frontier TeleNet Budget; Safety Committee; Mid-Columbia Economic Development District Board; Community Renewable Energy Association; Wildfire Management Commission; Wasco City Council.

Commissioner McCoy – Attended Center for Living; Community Advisory Council; Sherman County Family Fair; Gorge Broadband Consortium; Fiber to the Home; Oregon State University Sherman Station Field Day; Community Renewable Energy Association.

Commissioner Bird – Attended Fair Board; Sherman County Family Fair; Sherman County Area Watershed Council; Soil and Water Conversation District; North Central Public Health District; Oregon State University Sherman Station Field Day; Senior Center Advisory; Fiber to the Home; contacted the Land Conservation and Development Commission regarding soil classifications.

3.8 Compensation Time – Weed District

Discussion was held on compensation time accrual; more information was needed.

4.0 Consent Agenda

4.1 Minutes of May 15, 2019

Motion by Commissioner McCoy, second by Commissioner Bird, to approve minutes of May 15, 2019, as corrected.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

4.2 — Minutes of June 5, 2019

4.3 Revenue/Expenditure Summary – May 2019

Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Revenue/Expenditure Summary for May 2019, as presented.

Vote: 3-0

Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

4.4 Treasurer's Report – May 2019

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

Vote: 3-0

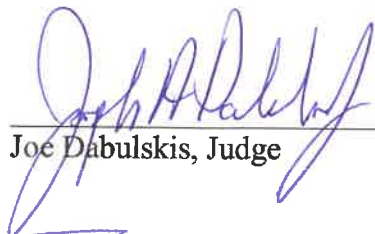
Yes: Dabulskis, McCoy, Bird

No: 0

Abstain: 0

Being no further business before the Court, the meeting was adjourned at 11:53 a.m.

Sherman County Court



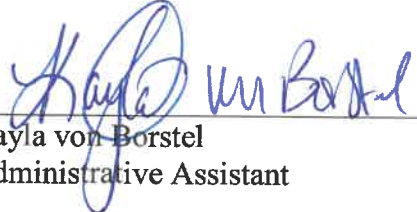
Joe Dabulskis, Judge



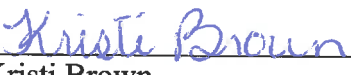
Tom McCoy, Commissioner



Joan Bird, Commissioner

Attest: 

Kayla von Borstel
Administrative Assistant

Attest: 

Kristi Brown
Deputy Clerk/Temporary Administrative Assistant