



## Court Agenda

October 16, 2019

### Additions to Agenda

1.8 Executive Session ORS 192.660 (2) (i) Personnel

### 1.0 Appointment Schedule

1.1 9:00 a.m. Nate Stice, Regional Solutions – Quarterly Report

1.2 9:15 a.m. Wade McLeod, District Attorney – Quarterly Report

1.3 9:30 a.m. Kya Mabe, Fair Secretary – Quarterly Report

1.4 9:45 a.m. Cindy Brown, OSU Extension – Sherman Extension Ag Agent Status; Tri-Co Hazardous Waste & Recycling Program

1.5 10:15 a.m. Amber Degrange, Juvenile Services – Quarterly Report

1.6 10:30 a.m. Marnene Benson-Wood, Treasurer – Quarterly Report

1.7 10:45 a.m. Merrie von Borstel, Biggs Service District – Quarterly Report

1.8 10:55 a.m. Executive Session ORS 192.660 (2) (i) Personnel

### 2.0 Action Items

2.1 Sherman County Credit Card Policy

2.2 2019-20 Transportation of Veterans in Highly Rural Areas Grant Agreement

2.3 Intergovernmental Agreement BOPTA Assessment Services

2.4 Letter of Authorization 2019-2021 CAMI MDT Application

2.5 2019-2020 Oregon Military Department, Office of Emergency Management Grant Agreement

2.6 Budget Transfers/Payments

2.7 Table Cart Purchase for County Owned Tables

~~2.8 Written Quarterly Report – Transit~~

### 3.0 Discussion Items

3.1 Written Quarterly Report – Senior Center

3.2 Written Quarterly Report – Sheriff

3.3 Written Quarterly Report – Planning Department

3.4 Written Quarterly Report – Justice Court

3.5 Commissioner Reports

**4.0 Consent Agenda**

4.1 Minutes of October 2, 2019

4.2 Revenue/Expenditure Summary – September 2019

4.3 Treasurer’s Report – September 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**

**OCTOBER 16, 2019**

**Opened Court: 9:00 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**

1.8 Executive Session

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Nate Stice, Regional Solutions – Quarterly Report**

Present: Nate Stice, Matthew Matia, Jeff Wallace, Jennifer Willie, Wade McLeod, Kya Mabe, Bryce Coelsch

Nate Stice, Regional Solutions, presented his quarterly report. He introduced Matthew Matia, Business Oregon Region Project Manager, who came with him to meet the Court. Matthew gave a brief background of his position. He works with many Counties in the Northern and Central region, and works close with Nate as well. Matthew hoped to return to Sherman County soon to help work on County projects. Nate stated Michael Held, Business Oregon Regional Development Officer, was responsible for project intake and finding out what infrastructure/business needs were, while Matthew was responsible for contracts and ongoing processes of projects.

Nate has been working on Building Codes and permitting for the hemp facility, Evergreen State Holding, LLC, in Grass Valley. Currently they are on a good path, however, the change of occupancy has been held up. Certain inspections and plans were needed, and the hope was things would start moving along in the next few weeks. Regarding infrastructure, Grass Valley was in the process of writing the Request For Proposal for their Waste Water Project; Nate will keep checking in for technical assistance. There was a Summit coming up the next day in John Day regarding Senate Bill 2. He also reminded the Court of the Obtainable Housing Revolving Loan Fund, which would provide slightly below market interest rates, was available through Mid-Columbia Economic Development District. There have been two applications for this fund from Hood River and Wasco Counties, and Nate would like to see one submitted from Sherman County.

**1.2 9:15 a.m. Wade McLeod, District Attorney – Quarterly Report**

Present: Wade McLeod, Jennifer Willie, Jeff Wallace, Kya Mabe, Bryce Coelsch

Wade McLeod, District Attorney, presented a quarterly report, stating crimes were still happening, and cases were moving forward. Regarding changes in his Department, there has been constant change in the law, and grand jury now has to be recorded as of July 1, 2019; recordings have been successful. Legislative changes always affect the Department. Brief discussion held on mental health and legislature.

### **1.3 9:30 a.m. Kya Mabe, Fair Secretary – Quarterly Report**

Present: Jeff Wallace, Kya Mabe, Bryce Coelsch

Bryce Coelsch, Fair Board Chair, presented a quarterly report. He stated fair 2019 was successful with an increase of support from the Community. The Board was able to obtain donations to fund extra kids' activities every day of the fair. There were around 200-250 people in attendance to the kick off BBQ, which was an increase from last year. The plan for Fair 2020 would be to change up the events, and move away from the bull riding, however, they do want to stay with a western type event for one of the nights. The attendance for the bull riding; event went down, and the demolition derby and dance attendance increased. Another change the Board was looking into would be to reschedule some events so they don't run too late into the night. Judge Dabulskis mentioned he heard Kya Mabe was doing a great job as the new secretary. Commissioner McCoy complimented the Board on their financial stewardship as the County hasn't had to finance the fair as they have in the past. Bryce reported there has been no negative feedback regarding the new building plan, and he would attend a meeting the following week to find out the updated cost estimates. The latest estimate was four million dollars; the Board had already reduced the size and scope of the building to keep costs down. Brief discussion held on appreciation dinner held every year.

### **1.4 9:45 a.m. Cindy Brown, OSU Extension – Sherman Extension Ag Agent Status; Tri-Co Hazardous Waste & Recycling Program**

Present: Cindy Brown, Jacob Powell, Amber DeGrange, Merrie von Borstel, Jeff Wallace

Jacob Powell, Oregon State University (OSU) Extension, introduced himself as the new Sherman and Wasco County Extension Agriculture (Ag) Agent. He reported he was on his third week of work, and splits his time between Sherman and Wasco Counties; Sherman was providing 75% of the funding while Wasco was providing 25%. He will make himself available to landowners as much as possible, and holds a flex schedule based on where he would be needed, with his main office being located in Sherman. Jacob will conduct a needs assessment to know what the priority needs are; landowners can expect to see anonymous surveys. Jacob has lots of background in livestock and range.

Cindy Brown, OSU Extension, reported her position was almost 100% 4-H, healthy living, and nutrition based through OSU, with only a few hours designated to the County. She would like for Jacob to be appointed to the Tri-County Hazardous Waste Committee to replace her as the Sherman County representative. Sandy Macnab, former OSU Extension Agent, helped with hazardous waste collections for farmers to dispose of hazardous waste properly. The Tri County Hazardous Waste and Recycling Program was created and consists of nine entities: Sherman, Wasco, and Hood River Counties, and the Cities of The Dalles, Dufur, Maupin, Hood River, Mosier and Cascade Locks, with each providing a representative to the Committee. The program was funded by surcharge that came through solid waste going to the Wasco County landfill. The fee was set at \$6-7 per ton for solid waste. The goal was to serve more customers and households with proper waste disposal. The Department of Environmental Quality has big emphasis on recycling; in the last 10 years the focus switched from separated recycling to comingle, which increased the volume being recycled. Cindy was coordinator from 2008-11, and expanded the program to included outreach and education on recycling, on top of collection. Comingle recycling was shipped to China for many years, however, two years ago China refused all shipments due to those shipments containing garbage; some Cities are trying to continue with separated recycling due to this situation. The Dalles

still handles traditional comingle that is going into the landfill. Waste connections has been running lots of loose waste with lots of trucks to landfill. In order to reduce this, she presented a Tri-County baling facility proposal, put together by others on the Committee, to be implemented in The Dalles to reduce waste and truckloads to Portland. County Court agreed to move forward to look into the program more only at this point.

**Motion by Commissioner McCoy, second by Judge Dabulskis, to appoint Jacob Powell to the Tri-County Hazardous Waste Committee as the Sherman County representative.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**1.5 10:15 a.m. Amber Degrange, Juvenile Services – Quarterly Report**

Present: Amber DeGrange, Merrie von Borstel, Jeff Wallace, Marnene Benson -Wood

Amber DeGrange, Juvenile Services, presented a quarterly report. She had six informal cases last quarter that moved over to formal cases; currently she had three formal cases and two pending; all five of the children are involved with Department of Human Services. The cases become very complicated as there are multiple agencies trying to help the children be successful at the same time. She also had five dependency cases with three others that recently closed. Amber has continued to work with Northern Oregon Regional Corrections (NORCOR), with many conversations occurring regarding Administrative structure. NORCOR focus has been on revenue options and the youth development council. In the past there was no document to specify how to monitor youth; now there are detention guidelines. The new case manager is completing the hiring process. There is a continued trend of alcohol and marijuana issues; Juvenile Crime Prevention (JCP) funding increased \$12,000 per biennium. There was a Local Public Safety Coordinating Council (LPSCC) meeting later that day; LPSCC was the steering committee for JCP monies. Amber will also be working to set up mediation services through the Youth Empowerment Shelter (YES); the County provides funding to YES annually.

**1.6 10:30 a.m. Marnene Benson-Wood, Treasurer – Quarterly Report**

Present: Merrie von Borstel, Jeff Wallace, Marnene Benson -Wood

Marnene Benson-Wood, Treasurer, presented a quarterly report. She stated there was no change in month to month, or in quarter to annual, and typically always has the same structure set up. The County purchases bonds that go through the broker Time Value Investments, and take the form of callable and non-callable bonds. One just matured for \$1,810,000. There was \$1,000,000 that went to a money market account at Bank of Eastern Oregon; they requested the funds and guaranteed they would pay the pool rate of 2.57%.

**1.7 10:45 a.m. Merrie von Borstel, Biggs Service District – Quarterly Report**

Present: Merrie von Borstel, Jeff Wallace

Merrie von Borstel, Biggs Service District, presented a quarterly report. Jacob's was paid monthly to maintain the waste water plant, and some of those funds go to repairs they make for Biggs Service District (BSD). There have been a number of items that have needed attention, including the lift station, which will need to be replaced in the future. All customers have been keeping their accounts current as well. Regarding the BSD Water Project, Dawn the new United States Department of Agriculture specialist, had to wait for some paperwork, which was then submitted to the State Office on October 7, 2019 for the eligibility review; once completed BSD will receive a letter. This process should have been completed in September 2019, however, BSD was waiting on several

items from an individual who didn't get their checklist completed until October 2019. Lastly, BSD audits have been completed for the year.

**1.8 10:55 a.m. Executive Session in Accordance with ORS 192.660 (2) (i) Personnel**

**Judge Dabulskis motioned to enter into Executive Session in Accordance with ORS 192.660 (2) (i) Personnel.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

*Entered Executive Session: 10:55 a.m.*

Discussion held on County Personnel.

*Exited Executive Session: 11:02 a.m.*

**2.0 Action Items**

**2.1 Sherman County Credit Card Policy**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Sherman County Credit Card Policy as the final copy, and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.2 2019-20 Transportation of Veterans in Highly Rural Areas Grant Agreement**

**Motion by Commissioner Bird, second by Commissioner McCoy, to approve the Oregon Department of Veterans' Affairs 2019-20 Transportation of Veterans in Highly Rural Areas Grant Agreement 702-2019-HRTG-003, between Sherman County and the State of Oregon, in the amount of \$45,000, and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.3 Intergovernmental Agreement BOPTA Assessment Services**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Intergovernmental Agreement 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, and authorize County Court to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.4 Letter of Authorization 2019-2021 CAMI MDT Application**

**Motion by Commissioner Bird, second by Commissioner McCoy, to approve the Letter of Authorization providing the Sherman County District Attorney authority to sign the CAMI MDT 2019-2021 grant application award documents on behalf of the County for July 1, 2019 – June 30, 2020, and authorize Judge Dabulskis to sign the letter.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.5 2019-2020 Oregon Military Department, Office of Emergency Management Grant Agreement**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the Oregon Military Department Office of Emergency Management Homeland Security Grant Program CDFR # 97.067, Grant Number 19-259, between the State of Oregon and Sherman County in the amount of \$93,295, and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.6 Budget Transfers/Payments**

**Motion by Commissioner McCoy, second by Commissioner Bird, to authorize budget transfers/payments as recommended by the Finance Director, including \$20,000 to the Weed Sinking Fund, \$31,174 to the Community Development Fund, \$44,144 to the Emergency Services Fund, \$40,000 to the Senior Center Fund, \$6,000 to the Wellness Center Fund from the County General. Additionally transferring \$46,657.20 to the County General Fund from the Drivers Education Fund in order to close the Drivers Education Fund. Judge Dabulskis is authorized to sign.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

**2.7 Table Cart Purchase for County Owned Tables**

**Motion by Commissioner Bird, second by Commissioner McCoy, to approve the purchase of 2 heavy duty table carts in the amount of \$730 for the County owned tables.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

~~**2.8 Written Quarterly Report Transit**~~

**3.0 Discussion Items**

Brief discussion held by Jeff Wallace, County Counsel, on the fiber project and Biggs Service District truck stop.

### **3.1 Written Quarterly Report – Senior Center**

County Court accepted the written report.

### **3.2 Written Quarterly Report – Sheriff**

County Court accepted the written report.

### **3.3 Written Quarterly Report – Planning Department**

County Court accepted the written report.

### **3.4 Written Quarterly Report – Justice Court**

County Court accepted the written report.

### **3.5 Commissioner Reports**

Judge Dabulskis – Attended Building Inspection for Evergreen State Holdings, LLC; Thank you email to Senator Wyden for E-Rate dollars paid to Frontier TeleNet; Frontier Regional 911; Tri County Corrections; Discussion on Surgical Grade Soap in the Courthouse; Discussion on Mileage Reimbursements; Mid-Columbia Economic Development District; Community Renewable Energy Association.

Commissioner McCoy – Attended Meeting with Sherman Superintendent regarding Mid-Columbia Center For Living; CAC; Mid-Columbia Center For Living.

Brief discussion held on weed management.

Commissioner Bird – Attended Fair Board; Fair Board Dinner; Soil and Water Conservation Office; North Central Public Health; Senior Center Advisory Board; Spoke with Albert Demoss regarding the Demoss Bandstand; Community Action Fliers to Rufus, Grass Valley, and Kent; Rebecca Hall visit with Carrie Pipinich; Call with Tucker Billman.

## **4.0 Consent Agenda**

### **4.1 Minutes of October 2, 2019**

**Motion by Commissioner Bird, second by Commissioner McCoy, to approve the Minutes of October 2, 2019, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

### **4.2 Revenue/Expenditure Summary – September 2019**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the September 2019 Revenue/Expenditure Summary.**

**Vote: 3-0**

**Yes: Dabulskis, McCoy, Bird**

**No: 0**



**Abstain: 0**

**4.3 Treasurer's Report – September 2019**

**Motion by Commissioner McCoy, second by Commissioner Bird, to approve the September 2019 Treasurer's Report, as presented.**

**Vote: 3-0**

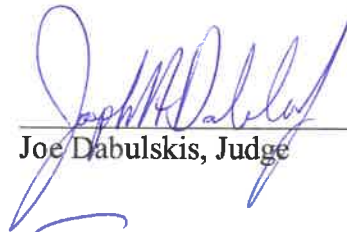
**Yes: Dabulskis, McCoy, Bird**

**No: 0**

**Abstain: 0**

Being no further business before the Court, the meeting was adjourned at 11:40 a.m.

**Sherman County Court**



Joe Dabulskis, Judge



Tom McCoy, Commissioner



Joan Bird, Commissioner

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

Attest: Kristi Brown  
Kristi Brown  
Deputy Clerk/Temporary Administrative Assistant