



## Court Agenda

October 21, 2020

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### Additions to Agenda

#### 1.0 Appointment Schedule

1.1 9:00 a.m. Commissioner Candidate Interviews

9:05 a.m. – 9:35 a.m. Randy Hilderbrand

9:40 a.m. – 10:10 a.m. Jeffery Judah

10:15 a.m. – 10:45 a.m. Steven Kaseberg

10:55 a.m. – 11:25 a.m. Justin Miller

1.2 11:36 a.m. Discussion and Appointed Commissioner Final Decision

1.3 1:00 p.m. Swearing Into Office

1.4 ~~1:30 p.m.~~ 1:15 p.m. Sheriff Brad Lohrey – NORTAC Master IGA

1.5 1:45 p.m. Dana Haner, Emergency Services – Quarterly Report

1.6 2:00 p.m. Carrie Pipinich, MCEDD – Quarterly Report

1.7 2:30 p.m. Nate Stice, Regional Solutions – Quarterly Report

1.8 2:45 p.m. Jenine McDermid, County Clerk – Quarterly Report

**2.0 Action Items**

- 2.1 Executive Session in accordance with ORS 192.660 (2) (f) Exempt Public Records
- 2.2 Oregon Department of Corrections Subgrant Agreement #6057
- 2.3 Budget Transfers/Payments

**3.0 Discussion Items**

- 3.1 Georgia Macnab, Planning Department – Written Quarterly Report
- 3.2 Paul Conway, Veteran’s Service Officer – Written Quarterly Report
- 3.3 Community Renewable Energy Association Invoice
- 3.4 Marnene Benson-Wood, Transportation – Written Quarterly Report
- 3.5 Commissioner Reports

**4.0 Consent Agenda**

- 4.1 Minutes of October 7, 2020
- 4.2 Revenue/Expenditure Summary – September 2020
- 4.3 Treasurer’s Report – September 2020

**5.0 Future Agenda Items**



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

**MINUTES**

**OCTOBER 21, 2020**

**Opened Court: 9:00 a.m.**

Present: Judge Joe Dabulskis, Commissioner Joan Bird, Administrative Assistant Tammi Gaskey

A quorum was present. No news media was present.

**Additions to Agenda**

**1.9 3:00 p.m. Debbie Hayden, Finance Director – Library and Extension Discussion**

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Commissioner Candidate Interviews**

9:05 a.m. – 9:35 a.m.

Present: Drew Messenger, Ross Turney, Randy Hilderbrand

The first interview conducted was Randy Hilderbrand. Randy provided a resume and detailed his background information as related to the position.

9:40 a.m. – 10:10 a.m.

Present: Drew Messenger, Ross Turney, Jeffery Judah

The second interview conducted was Jeffery Judah.

10:15 a.m. – 10:45 a.m.

Present: Drew Messenger, Ross Turney, Steven Kaseberg

The third interview conducted was Steven Kaseberg. Steven wanted to thank the Court, and appreciated the opportunity to move forward with the candidate process.

10:55 a.m. – 11:25 a.m.

Present: Drew Messenger, Ross Turney, Justin Miller, Merrie von Borstel, Wade McLeod

The fourth interview conducted was Justin Miller. Justin provided a letter to express his interest in the position and detailed his background information as related to the position.

Commissioner Candidate Interviews were conducted in Open Session. County Court interviewed candidates on topics such as: what the candidates would consider making a County Court successful, thoughts on Strategic Investment Plan (SIP) investments – what investments should the County be considering, what they consider their biggest challenge if selected as Commissioner, what they think the needs are of the County citizens and how they would work to represent them, and what they understand about the role of the County Commissioner and County Court.

Recessed: 11:28 am

Reconvened: 11:36 am

**1.2 11:36 a.m. Discussion and Appointed Commissioner Final Decision**

Present: Kristi Brown, Randy Hilderbrand, Wade McLeod, Ross Turney, Drew Messenger, Justin Miller

Brief discussion was held on Commissioner Candidates. The Court thanked all the candidates for their time and effort throughout the entire process.

**Filling Commissioner McCoy's seat is a pretty big task, every one of the candidates would be a good choice and they all would have done an excellent job. Since we can only pick one, I, Judge Dabulskis, move to approve Justin Miller, as the newly appointed Commissioner to fill the vacant Commissioner position, position #2 with a term ending January 2023. Second by Commissioner Bird.**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve Justin Miller, as the newly appointed Commissioner to fill the vacant Commissioner position, position #2 with a term ending January 2023.**

**Vote: 2-0**

**Yes: Dabulskis, Bird**

**No: 0**

**Abstain: 0**

Recessed: 11:41 am

Reconvened: 1:00 pm

**1.3 1:00 p.m. Swearing Into Office**

Present: Charlie Miller, Jennifer Smith, Ray Smith, Ron McDermid, Rita Wilson,

Commissioner Miller was sworn into office.

County Court continued with regular court session with newly appointed Commissioner Miller joining Commissioner Bird and Judge Dabulskis.

Present: Judge Joe Dabulskis, Commissioner Joan Bird, Commissioner Justin Miller, Administrative Assistant Tammi Gaskey

**1.4 1:15 p.m. Sheriff Brad Lohrey – NORTAC Master IGA**

Present: Sheriff Brad Lohrey, Undersheriff James Burgett

Sheriff Brad Lohrey and Undersheriff James Burgett talked to the Court about Northern Oregon Tactical Response Team (NORTAC). NORTAC is a tactical response team that consists of operators from law enforcement agencies located in the counties of Wasco, Sherman, and Hood River. This team would respond to calls for service that require a tactical or specialized response that are located in the above mentioned counties at the request of the administrative law enforcement officials within those counties.

A NORTAC Team Member is a full time law enforcement officer that has been assigned to NORTAC by their agency. The team member would respond to calls for service that require a tactical or specialized response that are located in the above mentioned counties at the request of the administrative law enforcement officials within those counties.

The NORTAC Board will consist of the Sheriff and Undersheriff for any signing sheriff's office, and the Police Chief and Captain for any signing police department.

Operational decisions will be made by the Team Commander, although he/she will update board members of those decisions at their request in a reasonable time. The Team Commander will oversee all operations, regardless the jurisdiction of the operation. The Team Commander can be selected from any of the participating agencies, and will be appointed by the board with a majority vote. The Team Commander is ultimately responsible for activating the team, or de-activating the team at any time. These decisions will be based on the initial intelligence, and the subsequent updated intelligence or scenario changes. Tactical operations and plans will be decided and directed by the Team Commander and executed by the Team Leaders and their operators. There will obviously be times when operators will be expected to make split second decisions without pre authorization, but those situations should be kept to a minimum and should involve scenarios that will prevent the imminent threat of serious physical injury or death.

Team Leader(s) are appointed by the board at the recommendation of the Team Commander. Team Leader will have primary supervisory duties of interagency team members. The appointment is based on time in service, experience, and leadership abilities.

Sheriff Lohrey did say that NORTAC has no cost to the county. NORTAC has a total of 12-13 members on the team.

1:28 pm entered into Executive Session in accordance with ORS 192.660 (2) (f) Exempt Public Records (Corrected the ORS 192.660 (2) from (e) to (f) in Motion during 11/18/2020 County Court meeting)

1:36 pm exited Executive Session

During Executive Session – County Court Discussed Ballot Boxes and County Court Property

### **1.5 1:45 p.m. Dana Haner, Emergency Services – Quarterly Report**

Present: Dana Haner

Dana Haner, Emergency Services Director, gave an overview of her quarterly report. Dana gave an update on the status of the radio inventory. There are two radios that are unaccounted for at this time and they have been turned off. All other radios are accounted for.

Dana also mentioned that there was a Safety Belt Diversion Class in The Dalles on September 22.

### **1.6 2:00 p.m. Carrie Pipinich, MCEDD – Quarterly Report**

Present: Carrie Pipinich

Carrie Pipinich, Economic Development Coordinator for MCEDD (Mid-Columbia Economic Development District), gave an overview of her quarterly report. Carrie mentioned that grants are listed on the MCEDD website at <https://www.mcedd.org/covid-19-resources/>.

Carrie stated that MCEDD is working on hosting several business trainings virtually in the coming months focused on business resiliency. Topics include: Digital Marketing Strategies, Taking your Business Online, Cyber Security for Small Businesses, Planning for Business Resilience, and Preparing for Accessing Capital.

Carrie told the Court that MCEDD's staff have developed a game plan to support updating Waste Water System Development Charges with the Biggs Service District that includes developing a capital improvement plan for a basis as well as to plan for necessary upgrades to the waste water system in the coming years.

Carrie said that MCEDD's staff met with Grass Valley City Council members and Whitney Cabral on October 20, 2020 to discuss restarting the process for a waste water feasibility study. The Council met with engineers this summer and are working toward selecting someone to work with for this process.

Jacque Schei from MCEDD has continued to work with Little Wheats through their strategic planning process. They have had two meetings with their consultants already and a draft plan that includes a recommendation to do some continuity planning, risk assessment around state regulations, and updating their marketing plan from 2009 to support broader outreach.

MCEDD will be hosting its annual Economic Symposium virtually on Friday, November 6, 2020. We are excited to be pulling together an exciting keynote speaker, economic forecasters from both Oregon and Washington to talk about the broader economic outlook, and an industry panel to highlight impacts and opportunities from COVID-19 on our region's economy. Please save the date and check back at [mcedd.org/symposium](https://www.mcedd.org/symposium) for more details as they come available.

Carrie went over the updated Rental Housing Development Grant and the Housing Rehabilitation Grant. Legal counsel has looked over the documents and have approved them for form and legal sufficiency. Commissioner Bird would like Georgia Macnab to look over the proposed changes to both grants.

### **1.7 2:30 p.m. Nate Stice, Regional Solutions – Quarterly Report**

Present: Nate Stice

Nate Stice, Regional Solutions representative, gave an overview of four areas that he has been focusing on:

1. Economic Recovery
2. Helping with other projects
3. Checking in with developers
4. Childcare

Nate states that otherwise, it is business as usual.

Nate did mention that Oregon OSHA adopted new guidelines on October 17<sup>th</sup> that will go into effect on November 1. There is an increase in case count across the state and country. Nate thanked Judge Dabulskis for sharing the videos from the Sherman County School district. The videos have also been shared with the Education Committee and they appreciated the videos being shared with them.

**1.8 2:45 p.m. Jenine McDermid, County Clerk– Quarterly Report**

Present: Jenine

Jenine McDermid, County Clerk, gave an overview of her quarterly report. Jenine stated that this year was the 108<sup>th</sup> County Clerks conference and it was held by zoom. Jenine announced that the BOPTA Hearing will be February 21. As of October 20, there was a 26% return in filled out ballots. Jenine said that there are no concerns with the elections so far this year in Sherman County.

**1.9 3:00 p.m. Debbie Hayden, Finance Director – Library and Extension Discussion**

Present: Debbie Hayden

Debbie Hayden brought forward a question to the Court regarding the Library and the OSU Extension Office and their carryover budgets. In the case of the Library, they have \$46,000 in their carryover. They are spending down their reserve by \$20,000. OSU Extension has a reserve of over \$36,000 and would like to save that reserve incase OSU's funding sees budgetary cutbacks.

Debbie would like direction from the Court on how they would like to handle departments with reserves. The Court decided that they would like any department with a carryover to show the carryover on their budget during the budget process. Debbie Hayden said that she would send a letter to both the Library and the OSU Extension Office regarding the new process of showing your carryover budget during the budget process.

**2.0 Action Items**

**2.1 Executive Session in accordance with ORS 192.660 (2) (f) Exempt Public Records**

Entered Executive session 1:37 pm

Exited Executive session 1:50 pm

During Executive Session - County Court discussed COVID-19 Business Owners Assistance Grant Applications.

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve a COVID-19 Business Owners Assistance Grant in the amount of \$4,000 to China Hollow Picture Rock.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve a COVID-19 Business Owners Assistance Grant in the amount of \$4,000 to A Whole RV Park.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

**Tabled motion regarding Bulldog Diner until more information can be gathered.**

**Denied COVID-19 Business Owners Assistance Grant for the Museum. The Museum is a 501 (c) (3) organization and do not fit the criteria for the grant.**

- 2.2 Motion by Commissioner Bird, second by Commissioner Miller, to approve the Oregon Department of Corrections Coronavirus Emergency Supplemental Funding Subgrant Agreement #6057 in the amount of \$305.50 and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

- 2.3 Motion by Judge Dabulskis, second by Commissioner Miller, to authorize transfer and payments to be made October 30, 2020 from Sherman County General Fund to Community Development fund in the amount of \$80,000, Emergency Services in the amount of \$34,000 and DA-V/WAP in the amount of \$5,823 and authorize Judge Dabulskis to sign.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

### **3.0 Discussion Items**

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

Report accepted. Commissioner Bird had some questions that she was going to ask Georgia Macnab regarding the race track and solar farms. Commissioner Bird also stated that Georgia Macnab would like to look over the proposed Building Codes agreement from Wasco County.

#### **3.2 Written Quarterly Report – Veteran’s Service Officer**

Report accepted. Paul Conway has done a great job reaching out to veterans in the tri-county area.

#### **3.3 Community Renewable Energy Association Invoice**

**Motion by Commissioner Bird, second by Judge Dabulskis, to approve the payment of the Community Renewable Energy Associate Invoice in the amount of \$19,500.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

#### **3.4 Written Quarterly Report – Transportation**

Report accepted

#### **3.5 Commissioner Reports**

**Judge Dabulskis** – Participated in Housing meeting; Equity & Equality meeting; Safety Committee meeting; System Development Charges meeting; CREA Interviews for Executive Director; OHA Meeting; NORCOR meeting; Findley’s weekly call; Leah Horner’s call; Jeff Wallace – Legal Counsel call; Regional Frontier 911 Board meeting.



**Commissioner Bird** –

Commissioner Bird asked about the Road Department’s paver request. Judge Dabulskis stated that legal counsel looked over and approved the membership agreement with HGACBuy and the rental information was good. The Road Department has been approved to purchase the paver.

Commissioner Bird wanted to thank Rod Asher for the additions to his quarterly report that were requested by the Court. The additional information was very helpful.

Commissioner Bird asked for an update on the Hoctor trailer. Judge Dabulskis stated that someone was coming on October 22 to check the Hoctor trailer for asbestos.

Commissioner Bird asked for an update on Broadband. Judge Dabulskis stated that legal counsel is writing up a contract for GorgeNet.

Commissioner Bird participated in a Columbia Gorge Foundation meeting; Final interviews for the Mid-Columbia Community Action Director position; Watershed Council; Soil and Water Conservation District meeting; Center for Living meeting; Public Health meeting; Housing Review meeting; met with Neita Cecil of North Central Public Health regarding the Smoking Sensation program; visited with Superintendent Wes Owens regarding the Library and some questions regarding the IGA’s and also discussed Center for Living and the new counselor that they hired for Sherman County and whether there will be any possibility for them to spend any time at the school.

**Commissioner Miller** – Commissioner Miller’s first official County Court meeting. Nothing to report.

**4.0 Consent Agenda**

**4.1 Minutes of October 7, 2020**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve the Minutes of October 7, 2020, as corrected.**

**Vote: 2-0**

**Yes: Dabulskis, Bird**

**No: 0**

**Abstain: 0**

**4.2 Revenue/Expenditure Summary – September 2020**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve the September 2020 Revenue/Expenditure Summary.**

**Vote: 2-0**

**Yes: Dabulskis, Bird**

**No: 0**

**Abstain: 0**

**4.3 Treasurer’s Report – September 2020**

**Motion by Commissioner Bird, second by Judge Dabulskis, to approve the September 2020 Treasurer’s Report, as presented.**

**Vote: 2-0**

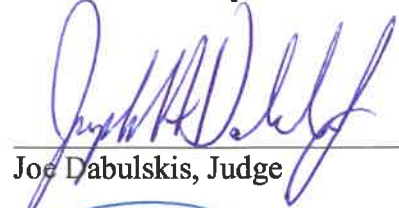
**Yes: Dabulskis, Bird**

**No: 0**

**Abstain: 0**

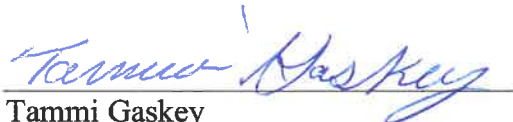
Being no further business before the Court, the meeting was adjourned at 3:58 p.m.

**Sherman County Court**

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

  
\_\_\_\_\_  
Justin Miller, Commissioner

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

Attest:   
\_\_\_\_\_  
Tammi Gaskey  
Administrative Assistant