



**SHERMAN COUNTY
BUDGET COMMITTEE
2022 – 2023 MINUTES**

May 11, 2022

Present: Judge Joe Dabulskis, Commissioner Justin Miller, Commissioner Joan Bird; Forest Peters, Jeffery Judah, Stacy Eakin – Budget Committee Members; Debbie Hayden, Budget Officer; Tammi Gaskey, County Court Administrative Assistant.

***May 11, 2022:
Open – 9:00 a.m.***

Budget Message:

Welcome to the budget work sessions for 2022. As always, we appreciate the time and attention you give to this important process. The Court has provided the Budget Officer with some direction in the form of assumptions to build the proposed budget.

Itemized below are some of the notable features of the proposed budget:

- A 6% Cost of Living Adjustment (COLA)
- Recommended Merit Increases by Department Heads
- Continued Allocation of SIP Funds to Sherman County School District, Local Cities, Resident Incentive Program, Sherman County Museum, Scholarship Committees
- Fiber Project - Phase III (Rufus to Biggs)
- Internet Access Expansion
- Adjustments for Elected Officials (to be Considered by Citizen Members Only)
- Additional notes, consensus of County Court to complete compensation study every 7 years. The County will complete a compensation study in 2023 and implement results in 2024.

Again we wish to express our appreciation to the Budget Officer for her work in preparing this budget document and to the Budget Committee members for your time and attention to this important process.

Election of Officers

Motion by Stacy Eakin, second by Jeff Judah, to appoint Forest Peters as Budget Committee Chair.

Vote: 5-0

Yes: Bird, Miller, Dabulskis, Judah, Eakin

No: 0

Abstain: 1

Motion by Forest Peters, second by Jeff Judah, to appoint Stacy Eakin as Budget Committee Secretary.

Vote: 5-0

Yes: Bird, Miller, Dabulskis, Peters, Judah

No: 0

Abstain: 1

Pages 1-2: County General, Non – Departmental

Payments in Lieu of taxes. What does this mean? This is payments from BLM.

The Library request this year was for \$100,555. It is estimated that the carryover amount will exceed \$20,000. To compensate for this carryover, the Proposed Amount was reduced to \$80,000. Budget Committee approved.

Page 3: County General, Assessor

The County Assessor will be retiring December 31, 2022 and current Appraiser is running for this position. If elected, there will be no change in salary as his current level will transfer directly to the new classification.

The proposed budget allows for a new Deputy Assessor to be hired after the first of the year.

Page 4: County General, County Clerk

No changes/comments

Page 5: County General, Computer Related Expenses

No changes/comments

Page 6: County General, County Court

No changes/comments

Page 7: County General, Courthouse

Current Maintenance Tech is planning to retire at the end of July 2022. Actual expenses of Personnel Services will be significantly lower than what is proposed.

Page 8: County General, Justice Court

Ron McDermid, Justice of the Peace was available to discuss the Justice Court Budget. He noted the reduction in revenue this fiscal year (about 23% less than budgeted) due the decline in traffic citations processed through the court. Staff has converted to in-house debt collection and has seen a marked increase in collections offering more options for defendants to make payments. He then discussed the changes in Personnel Services as he has announced his retirement effective July 31, 2022 and the Office Manager is planning to retire in December. The AR Clerk is running for the open County Treasurer position and it is unclear how this will affect her hours in Justice Court. A new Justice of the Peace will be sworn in August 1, 2022 and a new Office Manager will be hired early enough so there will time to train before the end of the year. There are no plans at this time to replace the AR Clerk.

Ron then presented a History and Operational Detail of the Sherman County Justice Court and a Fact Sheet in support of the Justice Court having recently been asked to participate in discussions regarding its future. He then ended his presentation thanking the Budget Committee for their support through his many years of service as Justice of the Peace and also throughout the construction of the new courthouse facility.

Page 9: County General, Parks

The accounting for the summer work crew has been moved from this fund to the Prevention Fund.

The destruction of the building at DeMoss Park was put on hold waiting to see if a fundraiser could raise enough money to preserve it. This was not successful, so steps will be taken to tear the building down. The County Judge is still trying to get bids for additional lighting at the park.

The RV Camp Host would like to remove old storage sheds and replace them with a larger building that would provide storage and an area to work on equipment and projects. This idea is being researched to see what the cost might be.

Page 10: County General, Planning

No changes/comments

Page 11: County General, Solid Waste/Recycling

Page 12: County General, Sheriff

Sheriff Lohrey discussed the many changes that have resulted with the implementation of new laws and the ever-increasing safety concerns that surround law enforcement. In order to provide the necessary coverage to run the department effectively, he is asking for funding to hire an additional Deputy for Sherman County. This deputy will eventually cover the Marine position during the summer season.

If approved, the budget committee stipulated that when this position becomes open again, it will be re-evaluated before hiring to see if there was still a need to maintain this number of deputies.

Motion by Jeff Judah, second by Judge Dabulskis, to approve a new Sheriff Deputy that will become the Marine Deputy in a year or two after being trained. The need for this position will be reviewed again when a deputy position becomes open again.

Vote: 6-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters, Judah

No: 0

Abstain: 0

Page 13: County General, Treasurer

The County Treasurer is planning to retire at the end of December 2022. The Personnel Services portion of this budget includes funding to cover her time to train the new Treasurer after they take office.

Page 14: County General, Sheriff – Marine Patrol

No changes/comments

Page 15: County General, Financial Services

A line item for Reproduction Costs was added to this budget to cover the cost of converting assessment and taxation records to Microfiche for archiving.

Page 16: County General, Juvenile

The Litter Crew Expense was moved to Prevention where the grant for this program is based. No other changes or comments.

Page 17: County General, County Vehicle

No changes/comments

Page 18: County General, NORCOR

Judge Dabulskis is on the NORCOR Board.

Page 19: County General, Weed Control/Grounds Maintenance – Rod Asher

Rod Asher came to the Budget Committee to talk about the Weed District and the needs of the department. Rod applied for a grant to replace one of the ATV's, but the grant was denied. Rod currently has \$8,000 to put towards an ATV and is asking for another \$10,000 from the Budget Committee to go towards the purchase. This request was denied, however the budget committee did strongly encourage the Weed Department to surplus two of their ATV's that rarely get used and sell them at auction.

Rod stated that he had made a mistake in the budget – the Iberdrola Contract is \$35,000 not \$25,000. The Proposed amount has been changed to \$35,000 and the line item has been changed to reflect the name change of the company: Avangrid Contract.

Rod stated that all of the contracts pay for one employee (3/4 to full time).

Rod noted that the BLM contract is down – money not received and project is not completed.

Rod also noted that after examining the chemical budget after the first year, he was able to adjust it down a little bit.

Page 20: County General, Burnet Building

The carpet in the meeting room has been replaced.

Page 21: County General, District Attorney

No changes/comments

Page 22: County General, Extension

The Extension Secretary recently retired and has been replaced by new hire, Christian Ayles. This position will become an OSU employee effective July 1, 2022. County will still pay for this position, but funding will be provided through the annual allotment paid to OSU for Extension Services.

Original funding request was for \$125,458, but estimated carryover is expected to be approximately \$19,000. The Proposed Budget amount reflects that and has been approved at \$106,458.00.

Page 23: County General, Transfer to Other Funds

Noted \$20,000 increase in Transfer to Senior Center. In addition, Transfer to Weed Sinking will remain at \$10,000 after request for \$10,000 more was denied.

Page 24: County General, Operating Contingency

No changes/comments

Page 25: UNAPP Ending Balance

The Unappropriated Ending Fund Balance Amount was increased to \$5,000,000 to account for increased costs.

Pages 26-27: Community Transit

The Transit Coordinator who is also the County Treasurer is retiring at the end of December 2022. Kelsi Phillips will assume this position while continuing her role as dispatcher.

This fund will manage the construction costs of the new bus facility. A new line item in Capital Outlay has been added for this. Also, a new Business Plan Grant has been added for \$21,900.

Page 28: Ambulance

No changes/comments

Page 30: MCCOG Respite

This fund is no longer active.

Page 31: American Rescue Plan Fund

These funds received from the federal government total \$345,744. So far, \$6,500 has been allotted to NORCOR and \$100,000 to Biggs Service District.

Page 32: CR&I Reserve Fund

No changes/comments

Page 33: Prevention Program

Addition of two new grant streams within this fund: ARPA for \$35,414 and COVID for \$41,006. As stated in Parks Fund section, the summer youth work crews are now being managed here as the grant for these programs are based in Prevention.

Page 34: County School per Capita

Pass through for state funds to local school district. No changes/comments

Page 35: County Surveyor

No changes/comments

Page 36: CAMI

No changes/comments

Page 37: Community Development

Budget Committee members asked if cities pay separate for MCEDD services. The answer is No. The County pays for MCEDD services and that allows MCEDD to help Sherman County businesses, cities and the county as time allows and as the county directs. No significant fund changes.

Page 38: Court Security

No changes/comments

Pages 39: Emergency Services

What is contract Services? These funds come from the North Sherman Fire Department and the Moro Rural Fire Department to pay the EMS Director to provide administrative services for them such as billing.

Page 40: Victims Assistance

No changes/comments

Page 41: Wasco, Moro, Grass Valley and Rufus Road District

No changes/comments

Pages 42-44: General Road & Road Improvement

Road Master, Mark Coles was available to discuss the Road Department and its budget.

Last year projects:

- Finnegan Bridge Road chip seal
- Rutledge Bridge

This years' project:

- von Borstel Road chip seal

Computer Expense has been increased to \$25,000 to replace the Fuel System Software. The current software is failing and no longer provides data for individual transactions.

Mark noted that there is a \$100 allowance annually for steel-toed boots for each employee. Hard hats have a time expiration of 3-5 years because their plastic material degrades and loses its ability to withstand hard blows.

Mark also informed the budget committee that there is some uncertainty over the state funding. The initial figures may have been over-estimated which would create a deficit in the revenue budgeted to receive. Will have to monitor this closely and make adjustments if necessary.

Page 44 Road improvement 221 manages the annual payments from the SIP and provides for special projects and the majority of the chip seal program.

Pages 45-46: County Fair Board

The county has been notified that the County Fair will receive a \$1,000,000 from the State of Oregon. Plans for this money include purchasing panels for inside pens, outside finishing touches and to serve as operating savings for the new facility.

Pages 47-48: Tri-County Corrections

Tri-County Corrections was dissolved ending July 2021 and probation services for Sherman County have been moved to Wasco County. All state funding goes directly to them now. The funds remaining will be accessed for outstanding expenses and/or special projects.

Page 49: Wellness Center

Rent is going up \$39 a month effective July 1, 2022.

Page 50: Tri-County Veterans

No changes/comments

Page 51: Drivers Education

Fund is no longer active.

Page 52: Early Learning Services

Fund is no longer active.

Pages 53-54: – Senior Center

On page 54 the last line says “Net Early Learning Fund” but it should say “Net Senior Center Fund”. That will be corrected.

Received COVID funds that helped with the increased cost of providing more home delivered meals. However, Beginning Fund Balance was still drastically reduced requiring a \$20,000 increase from the General Fund to \$100,000. Have also taken steps to increase revenue by raising meal fees \$1.00. Fees will now be \$8.00 for people under 60 years of age and \$5.00 for those 60 years and up.

Page 55: SIP Income Tax Distribution

Pass through of funds received from the state to taxing districts. No changes/comments

Page 56: Courthouse Facility

These funds remain in order to address any unresolved issues related to the construction or remodel of the courthouse. Any outstanding balance will be returned to the SIP Additional Fees fund for re-distribution.

Page 57: Fairgrounds project

Pre-construction tasks have been underway. Griffin Construction has been selected as contractor and right after this year's fair, actual building will begin.

Page 58: Renewable Resources

Established with first SIP agreement. Manages the special payments paid to CREA and the school district for the science teacher to support renewable energy education.

Page 59: – Workforce Housing

The housing program has been quite successful with many new housing units being constructed and existing houses being updated/remodeled countywide.

Page 60: Infrastructure Study

No changes/comments

Pages 61-62: Resident Incentive Program Fund/Annuity Fund

Program continues with approximately 720 residents receiving payments annually. Current allocation of SIP Funds to the active Resident Incentive Program Fund is \$500,000. The Annuity Fund continues to receive 5% of the SIP Additional Fees payments with 20% transferred to the County Reserve and 20% to the Sherman County School District.

Page 63: Weed Sinking Fund

Weed Sinking is requesting an additional \$10,000 for a new ATV that was denied by the budget committee who offered alternative resources.

Page 64: Community Transit Reserve

Funds continue to build to matching funds for grants. Currently holds those funds needed for the building construction grant.

Page 65: Ambulance Reserve Fund

Continues to build funds for new ambulance vehicle.

Page 66: Computer Reserve Fund

The installation of the new financial software and the Assessment & Taxation software has been completed. This fund will remain to support any future changes or upgrades.

Page 67: Parks Reserve Fund

No changes/comments

Page 68: Emergency Services Reserve

Continues to build funds for new Emergency Services vehicle.

Page 69: General Road Reserve Fund –

No purchases planned for current fiscal year. Will continue to build fund for future purchases.

Page 70: PERS Payback Reserve Fund

Fund is no longer active.

Page 71: Sheriff Vehicle Reserve

A new vehicle has been ordered that will be purchased this fiscal year for an additional deputy. A new replacement vehicle is planned for next year.

Page 72: SIP Community Service Fees

These funds received through the annual SIP Agreement payments are transferred to the affected taxing districts within the fiscal year.

Page 73: SIP Additional Fees

Fiber Optic line to Rufus has been completed and state grant funds for this project have been received. The final step in this project will be to run the line from Rufus to Biggs Junction. Judge Dabulskis is working with a contractor to run this section overhead and expects it to cost around \$100,000.

Will add \$100,000 to the Fiber Optic Project line item.

Radar Trailers:

Andy Anderson, Bert Perisho and Erik Glover from the City of Moro, David Bergmann from the City of Wasco, Meinrad Kuettel from the City of Grass Valley and Sergeant James Burgett representing the Sherman County Sheriff's Office came to talk about the need of radar trailers to control speeding in the cities. They are asking the county to provide \$10,000 to each city to purchase one of these units. Moro is willing to take on management of the placement of their trailer and is planning to purchase a radar trailer on their own whether or not the county grants this request. Wasco and Grass Valley would like to have a trailer if funding is available, but does not want to manage the placement or maintain the units leaving that up to the Sheriff's Department. Rufus was not available for comment.

The consensus of the Budget Committee was to hold off on purchasing any radar trailers at this time.

Moro Main Street Façade

Andy Anderson, Bert Perisho and Erik Glover, representing the City of Moro, came to the Budget Committee asking for additional funding to support Moro's Main Street Façade Program. This program has received some success in the City of Moro and they would like to continue providing their request for a \$30,000 grant from the county is approved. These funds would match \$30,000 from the City and \$30,000 from the business owner for qualifying projects. The Budget Committee stated that the County's Façade Program funds were no longer available, but they may revisit this topic at a later date.

Sherman County Education Foundation

Gary Irzyk, Patty Burnet and Janet Pinkerton representing the Sherman County Education Foundation came to the Budget Committee requesting \$25,000 to create an endowment investment fund through the Oregon Community Foundation. \$25,000 is the minimum amount to open an endowment fund. With the addition of yearly donations, the group hopes to grow the endowment enough where they can sustainably withdraw monies on an annual basis to fund their education projects.

Motion by Jeff Judah, second by Stacy Eakin, to approve \$25,000 to create a Sherman County Education Foundation Endowment Investment Fund.

Vote: 6-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters, Judah

No: 0

Abstain: 0

Elected Official Salaries –

Entered into Compensation Board of Elected Officials: 2:50 p.m.

Motion by Stacy Eakin, second by Forest Peters, to accept the salary schedule as presented for elected officials, to include a 6% COLA, and to include step increases for eligible elected officials.

Vote: 2-0

Yes: Eakin, Peters

No: 0

Abstain: 0

Exited Elected Officials Compensation Board: 2:54 p.m.

Reconvened Budget Committee: 2:55 p.m.

Review of Proposed Budget

Motion by Forest Peters, second by Commissioner Miller, to approve the budget of \$ 78,481,898 for the fiscal year 2022-2023.

Vote: 5-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters

No: 0

Abstain: 0

Motion by Stacy Eakin, second by Forest Peters, to approve the 6% COLA for the fiscal year 2022-2023.

Vote: 5-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters

No: 0

Abstain: 0

Motion by Forest Peters, second by Commissioner Miller, to approve a tax rate of 8.7141 percent for fiscal year 2022-2023.

Vote: 5-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters

No: 0

Abstain: 0

Motion by Commissioner Miller, second by Commissioner Bird, to adjourn the 2022-23 Sherman County Budget Committee meeting.

Vote: 5-0

Yes: Bird, Dabulskis, Miller, Eakin, Peters

No: 0

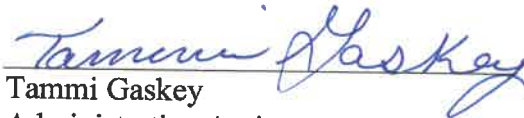
Abstain: 0

Being no further business before the Court, the meeting was adjourned at 3:15 p.m.

Budget Committee



Stacy Eakin, Budget Committee Secretary

Attest: 

Tammi Gaskey
Administrative Assistant

Sherman County Court



Joe Dabulskis, Judge



Justin Miller, Commissioner



Joan Bird, Commissioner