



January 18, 2023

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### Additions to Agenda

#### 1.0 Appointment Schedule

1.1	9:00 a.m.		Jessica Kaseberg-Ball – Wellness Center Quarterly Report
1.2	9:15 a.m.	9:17 a.m.	Steve Biagi – Building Maintenance Quarterly Report
1.3	9:30 a.m.	9:31 a.m.	Jacque Schei – Quarterly Report and Housing application
1.4	10:15 a.m.	10:18 a.m.	Wes Owens – School District's Quarterly Report
1.5	10:30 a.m.	10:32 a.m.	Kristi Weiss – Clerk's Quarterly Report
1.6	11:15 a.m.	11:14 a.m.	Georgia Macnab – Quarterly Report and CEDS projects
1.7	11:45 a.m.	11:46 a.m.	Kelsi Phillips – Transit
1.8	12:30 p.m.		Meredith Smith – Timmons Law

#### 2.0 Action Items

- 2.1 ODOE Resiliency Grant Application

#### 3.0 Discussion Items

- 3.1 Written Senior Center Quarterly Report  
 3.2 Written Justice Court Quarterly Report  
 3.3 Written Transit Quarterly Report  
 3.4 Written Sheriff's Quarterly Report  
 3.5 Written Veteran's Quarterly Report  
 3.6 Library  
 3.7 County College  
 3.8 Commissioner Reports and updates

#### 4.0 Consent Agenda

- 4.1 Minutes of December 21, 2022  
 4.2 Treasurer's Report – December 2022

#### 5.0 Future Agenda Item

*\*\*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**

**JANUARY 18, 2023**

**Opened Court:**

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

A quorum was present. No news media was present.

**Pledge of Allegiance**

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Jessica Kaseberg-Ball – Wellness Center Quarterly Report**

Present: Jessica Kaseberg-Ball, Audrey Rooney, Verna McClennan

Jessica presented the Wellness Center Quarterly report.

She gave 2022 stats as follows:

- \$10 monthly membership fee
- 20 memberships a month on average for the year
- 1 event – Turkey Trot in November
  - 54 signed up, 47 participated
  - Sherman County Cultural Coalition paid for prizes

Updates for 2023 as of now:

- Increase monthly membership fee to \$15 that is up \$5.00 a month
  - Increase will help pay for maintenance and other costs that are rising
- Planning on hosting Turkey Trot and possibly additional 5k run

**1.2 ~~9:15 a.m.~~ 9:17 a.m. Steve Biagi – Building Maintenance Quarterly Report**

Present: Steve Biagi, Audrey Rooney, Verna McClennan

Steve Biagi gave his quarterly report. He stated that the heating issues in the newer part of the courthouse had finally been fixed. Judge Dabulskis told Steve that he had recently been informed that the Justice Court courtroom heat is not working properly and neither is the Sheriff's Office area. Steve stated that he just found out about the Justice Court courtroom and had talked with LONG about it and they said that

the Justice Court courtroom is on a separate heating unit and it stopped working after the power outage. It may be a sensor that has shorted out.  
Steve will look into the heating issues in the Sheriff's Office.

The Senior Center roof needs repaired and Steve brought in a quote.

**Motion by Commissioner Miller, second by Commissioner Bird, to authorize the acceptance of Big League Construction's bid for replacement of the Senior Center roof.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

**1.3 9:30 a.m. 9:31 a.m. Jacque Schei – Quarterly Report and Housing application**

Present: Jacque Schei, Audrey Rooney, Verna McClennan

Jacque Schei, MCEDD representative, gave a brief overview of her quarterly report.

- FCC Broadband map: An updated National Broadband Map was released late in November. The service reported for locations in our communities will help determine the allocation of federal funding to Oregon for broadband infrastructure grants over the coming years and likely impact location eligibility for these programs. Residents and businesses can review their location on the map and "challenge" the access shown at their location if the information is incorrect. January 13th is the deadline for ensuring inclusion in the funding allocations but there is still an opportunity after that date to improve the maps. For more information on this process, feel free to contact Carrie.
- MCEDD Brownfield app: In November, MCEDD submitted an EPA Brownfield Coalition Assessment Grant for \$1 million in funding that would support environmental assessments, hazardous building material assessments, and reuse and redevelopment planning. If awarded, property owners in Sherman County would be eligible for technical assistance to complete these types of assessments.
- Electric Vehicle Charging: The Grass Valley Market was awarded a \$200,000 Electric Mobility Grant from Pacific Power to install EV charging infrastructure at their business. Staff have worked with the Market owners to execute the grant agreement and begin seeking electrical contractors for the project.
- Organizational support:
  - o Staff worked with the Sherman Kids Zone to submit a grant application to The Ford Family Foundation for support for their operational expenses. Staff is also working with the Kids Zone to identify additional grant opportunities for equipment for two of their programs.
  - o Staff provided review and feedback to the Wasco School Events Center on an application they drafted to The Ford Family Foundation to support heating upgrades.
  - o Staff continues to provide support as needed for Little Wheats Day Care. Staff recently helped them complete and submit a final report to the Sherman Development League for a grant received in 2022.
  - o Business Siting Guide: Staff worked with Georgia Macnab to develop a short guide outlining steps to take/things to consider when starting a business in the County. A draft was presented in December and feedback has been requested from the cities. The draft was finalized and distributed this month.

- o Staff provided input on next steps and bidding document templates to the City of Grass Valley related to a chip seal project they will be doing with their ODOT SCA funding.
- o Staff had initial conversations with the City of Grass Valley about potential funding options for a new City Hall/Fire Department building.
- o Staff continued to support the City of Rufus in determining next steps for their brownfields project related to rehab of their community center building (old school).
- o Staff supported the County in applying for ODOT STIF-Discretionary funds in November to use for the bus barn project. The cost estimate for the building was about twice the original project budget.
- Rural Capacity (reminder): MCEDD has funding to support staff time to help local governments and nonprofits get ready for grants, find and apply for grants, and administer grants. If there are projects staff can support, please let me know.
- Sherman County Pub Talk -MCEDD and the Oregon Frontier Chamber hosted the pub talk in early November. We had a good turnout and heard great feedback from our business panel (owners from Hotel Moro, Grass Valley Market and the Dirty Cowgirl) about starting and owning a business.
- DEQ Onsite Septic Financial Aid Program: Staff worked with the County to develop an application to request just over \$600,000 from this program to support the evaluation and repair/replacement of residential septic systems in unincorporated areas of the County. DEQ anticipates announcing awards in January.
- City of Grass Valley Wastewater: Staff was working with the City to plan another community meeting in September to discuss the funding options that were presented at the One Stop meeting. DEQ was going to have updated funding options in December but have pushed that back until late January. Staff will remain in contact with the City as we learn more details.
- Oregon Department of Energy Community Renewable Energy Grant Program (CREP): The County submitted a grant application for a project to CREP in July 2022, but it was not funded. The proposed project included a planning effort to design a solar+ energy storage system and vehicle-to-grid EV charging at the Sherman County School. The grant program released a call for applications for Round 2 in late December. Staff has started working with the County and their consultant on reviewing and updating the previous application. Applications are due February 15.
- Housing Assistance: One new grant application was submitted in the last quarter and has been presented to the Court for review. Staff will present suggested changes to the grant applications today.

Jacque also present grant application proposed revisions for the various Sherman County Housing programs. Jacque went over the changes briefly asking a few questions.

- Applications – Do you want to see paid invoices? Yes
- Jacque suggested maybe having a construction Lien Waiver tutorial
- Property prep application – Asbestos Survey – Do you want to consider the survey as part of the money you grant? Yes
- County Court decided that they did not want to send payment directly to contractor. They asked Jacque to leave this language off the applications, but can consider this if needed.
- Page 2 of Rehab application – Eligible projects – update

Jacque will send Tammi copies of the updated applications to put on the website as soon as possible.

**1.4    ~~10:15 a.m.~~    10:18 a.m.    Wes Owens, Superintendent – Sherman County School District Quarterly Report**

Present: Wes Owen, Audrey Rooney, Verna McClennan

Superintendent Wes Owens Thanked County Court for their continued support for everything they do for the County and the school including the science teacher position through SIP funds.

Wes stated that the school practiced their lock down drill and wanted to thank EMS and the Sheriff's Office for their participation in this drill.

Wes also wanted to thank the Road Department and ODT for keeping the road cleared and safe. Wes wanted to go on record thanking all of the volunteers in the community – the community is a great place because of all of our great volunteers.

Wes also thanked Commissioner Bird for all her hard work on the Library IGA.

Wes mentioned that the school has their own registered nurse on site every day and he is happy to have this service for the students.

Wes stated that other schools call him to give presentations on the robust Sherman County School Safety Plan.

**1.5    ~~10:30 a.m.~~    10:32 a.m.    Kristi Weiss – Clerk's Quarterly Report**

Present: Kristi Weiss, Audrey Rooney, Verna McClennan

Kristi Weiss, Sherman County Clerk, gave her quarterly report. Kristi stated that in the 2022 General Election there was a 73% voter turnout in Sherman County compared to the 85% voter turnout in the 2020 Presidential election.

There is a Special District Election coming up in May 16<sup>th</sup> 2023.

Kristi stated that she is holding off on the Election Modernization Grant until decision are made about voting machines.

Kristi would like to put a new ballot box in Grass Valley.

BOPTA – there were no petitions filled.

**1.6    ~~11:15 a.m.~~    11:14 a.m.    Georgia Macnab – Quarterly Report and CEDS projects**

Present: Georgia Macnab, Audrey Rooney

Georgia Macnab came to County Court and gave a summary of her quarterly report.

**PLANNING**

#### Permits and Hearings

- Housing inquiries/land use process
- Zoning violation, Site visit July 14, appears to be moving stuff out. Talked with the landowner again and he will be working with the individual to get the vehicles out
- Roderick Partition and CUP, approved December 19, 2022
- Miller/Kock Quarry activation, partial application submitted

#### Pending Applications/inquiries

- Coffee stand, Kent
- Large Event for next year, Met with organizers, Dan and Kirk
- Cycle Oregon event, gravel road ride, May, 2023
- Meet with solar developers for development near Buckley
- Truck Wash, Tire Shop, Food Cart Biggs, working with applicant for permitting, met with owner on September 30 at the site, no updates
- Home Occupation
- Motel, Biggs, No Update
- Nonfarm dwelling inquiries
- Kent Reservoir, still waiting for a site plan

Georgia presented the 2022 Sherman County CEDS Project List and asked County Court to look it over and let her know what the priorities for the County are for 2023. County Court wants to keep Work Force Housing and the Broadband Project as the two county projects for 2023.

#### **1.7    ~~11:45 a.m.~~    11:46 a.m.    Kelsi Phillips - Transit**

Present: Kelsi Phillips, Audrey Rooney

Kelsi Phillips, Transit Director, stated that there is \$19,000 in COVID Relief Funds that can only be used for capital resources and has to be spent by June 30, 2023. Kelsi would like to use these funds for hiring bonuses to attract new transit drivers. She feels that this might help attract drivers and offset the fact that the wages are low. The new drivers would have to have 90 consecutive days of employment to be eligible for the hiring bonus.

Kelsi feels that she cannot really offer a hiring bonus unless she can somehow find a way to offer a bonus to her current drivers. County Court liked the idea and suggested that Kelsi ask the regional director if they had examples of policies to pay existing employees with these funds.

Kelsi will bring information back to County Court on February 1.

#### **1.8    12:30 p.m.    Meredith Smith – Timmons Law**

Present: Meredith Smith, Kristi Weiss, Georgia Macnab, Debbie Hayden, Theresa Olsen, Wade McLeod, Deanna Christiansen, Drew Messenger

County Counsel, Jeff Wallace, has stepped down as county counsel for personal reasons. Meredith Smith from Timmons Law is willing to take over as County Counsel. County Court invited Meredith Smith to County Court for a meet and greet. County Court also invited department heads to come and meet Meredith. Judge Dabulskis encouraged departments to use Meredith's services for the next 90 days to see if she is a good fit for the County.

Judge Dabulskis asked Meredith an ice breaker question: Where do you see yourself in 10 years. Her response was The Gorge – she loves it here. She would love to have a wedding venue and be a lawyer. She believes that she can do both.

ORS 357.490 Library Duties was discussed.

**Motion by Commissioner Bird, second by Commissioner Miller, to authorize Judge Dabulskis to sign the Public Library IGA after the Sherman County School District approves it.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

Meredith encouraged folks to email her anytime with questions at [meredith@timmonslaw.com](mailto:meredith@timmonslaw.com)  
Meredith is in Hood River on Tuesdays and Thursdays and in The Dalles on Mondays, Wednesdays and Fridays.

Judge Dabulskis told Meredith that will be sending her information to work on the following:

- Road in Wasco
- Zoning Issue
- Biggs Service District
- GorgeNet

## **2.0 Action Items**

### **2.1 ODOE Resiliency Grant Application**

**Motion by Commissioner Miller, second by Commissioner Bird, to authorize the 2<sup>nd</sup> submission of an ODOE Community Renewable Energy Program planning project grant application.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

## **3.0 Discussion Items**

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

Has been a very hectic time at the Senior Center. There is a hole in the roof from a limb. Steve is getting quotes now. The internet has been down but is finally fixed. The phones have been down for several day and they hope to have them fixed this week. People can call and leave voicemail but employees cannot retrieve the voicemail.

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

Revenue is up.

### **3.3 Written Quarterly Report – Transit**

Good report

### **3.4 Written Quarterly Report – Sheriff's Office**

Commissioner Bird was wondering how the 2022 overall numbers compared to the 2021 overall numbers.

They are very busy. County Court appreciates all that they do.

### **3.5 Written Veteran's Quarterly Report**

Paul stays very busy and helps many.

### **3.6 Library**

Commissioner Bird went to Jeff Wallace's Office last week and discussed adding a sentence about the Public Library needs to create a budget every year and present it to the County Budget Committee during the budgeting process. She also discussed the need to update the by-laws and the Library Board duties. These updates could be added in an addendum.

There will be a special school board meeting on January 25<sup>th</sup> and at that meeting they will discuss and hopefully approve the IGA if the County is ok with the IGA.

Meredith is going to contact the schools counsel to see if there is any flexibility in added a line about the budget being presented to the budget committee and still keep things on track for approving at the January 25<sup>th</sup> school board meeting.

### **3.7 County College**

**Motion by Commissioner Bird, second by Commissioner Miller, to approve overtime for Tammi Gaskey for attending County College in 2023.**

**Vote: 3-0**

**Yes: Dabulskis, Bird, Miller**

**No: 0**

**Abstain: 0**

### **3.8 Commissioner Reports and updates**

**Judge Dabulskis** – Attended a Frontier 911 meeting; a NACo meeting; and a MCEDD Loan Board meeting.

Met with Sage DeLong of Representative Cliff Bentz's Office.

Judge Dabulskis has received a bid to tear down the DeMoss Bandstand for \$8,000. Timeline for project is 3 days.

Judge Dabulskis stated that the preschool is trying to do preschool promise next year which would only be for 4 year olds.

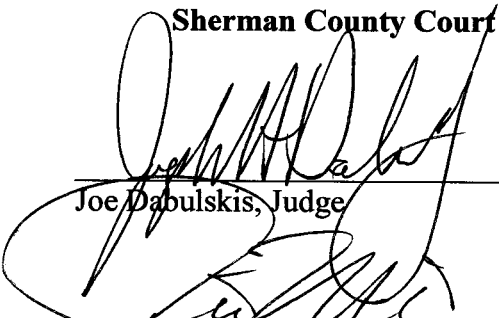
Judge Dabulskis is the Vice Chair for the NORCOR Board.

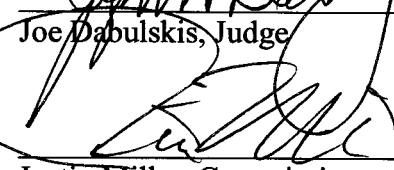
**Commissioner Miller** – Attended a Fair Board meeting and watched a recording of the LChip meeting.






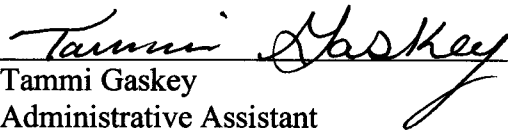
**Sherman County Court**

  
Joe Dabulskis, Judge

  
Justin Miller, Commissioner

  
Joan Bird, Commissioner

Attest:

  
Tammi Gaskey  
Administrative Assistant