



**SHERMAN**  
COUNTY  
**Court Agenda**  
July 19, 2023  
9:00 a.m.

Please join my meeting from your computer, tablet or smartphone.

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**Additions to Agenda**

**1.0 Appointment Schedule**

- 1.1 9:00 a.m. Steve Biagi, Maintenance Quarterly Report
- 1.2 9:30 a.m. 9:13 a.m. Jacque Schei, MCEDD Quarterly Report
- 1.3 10:00 a.m. 9:48 a.m. ~~James Burgett~~ Travis West, Sheriff's Office Report

**2.0 Action Items**

- 2.1 MCEDD Committee Appointment
- 2.2 Liquor License
- 2.3 Prevention

**3.0 Discussion Items**

- 3.1 Kent Water Project Update
- 3.2 Fairground Building Project Update
- 3.3 Written Transit Quarterly Report
- 3.4 Written Planning Department Quarterly Report
- 3.5 Commissioner Reports and updates

**4.0 Consent Agenda**

- 4.1 Minutes of June 29, 2023 work session
- 4.2 Minutes of July 5, 2023
- 4.3 Revenue/Expenditure Summary – June 2023
- 4.4 Claims – June 2023

If necessary, an Executive Session may be held in accordance with: ~~ORS~~ 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Personnel



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

**MINUTES**

**July 19, 2023**

**Court Opened: 9:00am**

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

A quorum was present. No media was present.

**Pledge of Allegiance**

**Additions to Agenda**

**1.0 Appointment Schedule**

**1.1 9:00 a.m. Steve Biagi, Maintenance Quarterly Report**

Present: Steve Biagi, Brittany Dark, Drew Messenger

Steve Biagi, Maintenance personnel, came to County Court to give his quarterly report.

Here are the highlights of his report:

- Still waiting to hear about air compressor; we currently have a loaner.
- Steve talked to Dana Pursley-Haner yesterday about the fire extinguishers. There was a guy that used to come around and service the fire extinguishers but he has retired.
- Steve fixed a hole in the wall at the Wellness Center.
- New pickup is here and working great.
- Canopy for new pickup is on order.
- Old Chevy going to Rufus is ready to go.
- Senior Center is all good
- Recycling Center in Moro has steps that are in rough shape. The City of Moro has agreed to pay for supplies if Steve will rebuild the steps. The Dalles Disposal has also said that it will share in the cost of supplies. Commissioner Bird asked Steve to hold off on this project until she looks into it a little further. County Court is concerned about the liability of fixing the steps and who should really be fixing them.
- RV Park – Steve stated that he has been asked to help at the RV Park on occasion such as paint the bathrooms, change lightbulbs, fix the door, work on faucet issues, etc. County Court stated that if there is a true emergency then Steve should help out, otherwise, all requests should go through County Court.

Present: Jacque Schei

Jacque Schei, MCEDD Project Manager, came to County Court to give her quarterly report.

- **MCEDD EPA Brownfields Grant:** MCEDD's application for a \$1 million Brownfield Coalition Assessment Grant was awarded! Staff is working with EPA to finalize necessary agreements and work toward an October 1st start date for this project. The scope of the project includes all five counties in MCEDD's service area and Sherman County is one of the coalition partners. Staff will work with the County to support community outreach and site selection efforts for the project and participate in project meetings on behalf of the County.
- **Oregon Department of Energy Community Renewable Energy Grant Program (CREP):** County's application to support research and design of a solar + storage microgrid at the Sherman County School was funded! Staff met with the County, School and consultants for an initial project discussion and have been helping the County with the procurement process.
  - Staff also discussed the program with Mike McArthur and the possibility of the Moro Clinic applying for the next round of this program for funding for a solar + energy storage system that would allow the Clinic to continue operating during power outages. Staff suggested the Clinic start with a feasibility study and provided details for an Energy Trust grant program that can help with a study.
- **Industrial Development:** Staff met with the County and Regional Solutions team to discuss funding the County received for development of industrial lands and possible parcels to target. Staff will continue to support the County as work proceeds.
- **Electric Vehicle Charging:** The site work and Pacific Power are complete. The Market is coordinating delivery of the charger this month, at which point it can be installed and brought online. The Market is still looking for ~\$30,000 of additional funding to purchase a second charger and will likely reapply to the Pacific Power grant program again (applications due at the end of August).
- **ODOT Carbon Reduction Program:** Staff supported the County in submission of an application to ODOT's Carbon Reduction Program for a pilot electric vehicle (EV) and charger project, which would allow the County to purchase three EVs to test in County operations, such as transit and the sheriff's office, and would install charging stations to support the vehicles. Staff talked with Transit and the bus barn engineer about preparing for future charging needs when developing the bus barn design.
- **Organizational support:**
  - Four Cities Meeting: Staff convened a meeting of the administrators (and other interested City staff or Council members) of Moro, Rufus, Wasco, and Grass Valley. The purpose of the meeting was to discuss what's happening in each city and determine if there are any areas or projects where staff can help. The cities would like to meet monthly for now.
  - City of Grass Valley: The Clean Water State Revolving Fund has published their updated program rules, which includes an increase to the maximum forgivable loan (50% of the project cost, up to \$2 million). Even with this increase, the anticipated increases in the project cost will likely still require a large loan, which means a high monthly charge for users. Staff met with the City Council and engineer in June to discuss updated funding scenarios and the City decided they would like to move forward with an application to the CWSRF program. Staff will work with the City and engineer to prepare an application with the goal of meeting the fall deadline (August 11).
  - City of Rufus: Staff continued discussions with the City and Business Oregon about issues with the City's wells. There are some technical assistance funds the City can apply for to further

investigate the issues it is having with well #1. Staff will help the City apply for that funding and work with them to find a long-term solution for their wells.

- City of Wasco: Staff have been having ongoing discussions related to water and sewer needs with the City and Business Oregon. The most immediate need is upgrades to the sewer system. The leak discovered a few months ago has been repaired, but in the process, the City discovered its sewer main needs to be replaced. Business Oregon has suggested the City start by drafting a planning document (with the help of an engineer) to outline all needed upgrades for the system. Staff will help the City apply for a technical assistance grant for this work and will support the same for the water system when the City is ready to move forward.

- Sherman Kids Zone – The Roundhouse Foundation application submitted in April was awarded (\$25,000) to support program expansion. Staff supported SKZ in submitting two additional applications (Healy Foundation – submitted in May; TC Energy grant program – submitted in June) for additional support for program expansion and STEM equipment and activities.

- Staff continues to provide support as needed for Little Wheats Day Care, including outlining details for a rate increase to ensure the organization remains sustainable and is able to retain workers.

- **Rural Capacity funding:** Additional capacity funds were allocated in the legislative process, but the Districts are waiting to work through a contracting process with the state to fully determine the eligible activities. Staff will share with the Court as more information is available.

- **Housing Assistance:** There have been several inquiries to the program, but only one new application has been submitted in the last quarter. The application was deemed ineligible because the terms and conditions were not followed. Staff suggests doing some additional outreach – article in an upcoming Citizen Reporter, sending details to cities, etc.

Mike McArthur stated that Jacque is a ‘Gold’; County Court agrees that Jacque is a true ‘gem’ to work with.

### 1.3 ~~10:00 a.m.~~ 9:48 a.m. ~~James Burgett~~ Travis West, Sheriff’s Office Report

Present: Travis West

Travis West, Deputy, came to County Court to give the Sheriff’s Office Report.

January 2023 – June 2023 471 incidents in Sherman County. Travis stated that an incident is defined as anything that ends up in a report having to be written.

Citations – most are traffic citations, but can be criminal.

We have a new reporting system.

Our office now has a live scan. This is a device that records fingerprints electronically. We can now book and release. If someone is in court and has to be booked and released, they use to have to go to NORCOR to be booked and released and now they can go right downstairs to do the process.

The Sherman County Sheriff’s Office is fully staffed but Deputy Callahan is still at academy. So, they are not fully staffed on the road yet.

A movie came out on July 4<sup>th</sup> called Sound of Freedom about sex trafficking. It has prompted a lot of questions about what Sherman County is doing to combat sex trafficking. I still do local trainings as requested.

## 2.0 Action Items

## **2.1 MCEDD Committee Appointment**

**Motion by Commissioner Bird, second by Commissioner Miller, to appoint Meinrad Kuettel as the Sherman County cities representative on the MCEDD Board for a two year term expiring August 2025.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

## **2.2 Liquor License**

**Motion by Commissioner Bird, second by Commissioner Miller, to approve the Liquor License for 84 Petroleum LLC at 91551 Biggs-Rufus Hwy. This is an existing business with a change in ownership and authorize Judge Dabulskis to sign all paperwork.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

## **2.3 Prevention**

**Motion by Commissioner Miller, second by Commissioner Bird, to approve contract between Sherman County and Oregon Health Authority and authorize Judge Dabulskis to sign all paperwork.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

## **3.0 Discussion Items**

### **3.1 Kent Water Project Update**

**Surveyors are finishing looking at the monuments. Project is now in drafting stage, could be submitted to county surveyor in the next 1-3 weeks. Then they will be coming out to set the corner monuments and mark where the water tank will go.**

**Contractor is still on board. Is expecting cost to rise due to rising costs and numerous unexpected delays.**

### **3.2 Fairground Building Project Update**

**Asset was there working on the fire alarms. There is still some work being done to the Fire suppression pond. Still working on water rights.**

**Arena kit being put together.**

Debbie Hayden now has a master key to the new fairground building if you ever want to take anyone on a tour.

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

Well written report.

### **3.4 Written Planning Department Quarterly Report**

She is staying very busy.

### **3.5 Commissioner Reports and Updates**

**Judge Dabulskis** – Attended a strategic planning session for CREA; a Safety meeting; and a LPSCC meeting.

PPL site tour at Hoctor property regarding EV charging stations.

Judge Dabulskis is sending a letter on behalf of TC Energy to the Federal Energy Regulatory Commission regarding the Gas Transmission Northwest's initial application for the GTNXP project.

Judge Dabulskis stated that he has been talking with MCP about the possibility of purchasing an acre of land across from the current senior housing project with the hopes of building additional senior housing.

Judge Dabulskis and Commissioner Miller are both busy during the NORCOR meeting and asked Commissioner Bird if she would attend in their absence. She said yes.

**Motion by Judge Dabulskis, second by Commissioner Miller, to authorize Commissioner Bird to represent County Court at NORCOR meeting and vote on behalf of Sherman County if necessary during the July 20<sup>th</sup> meeting.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

**Commissioner Bird** – Attended a Prevention meeting; met with Phil Brady and Shellie Campbell of NCPHD, and met with Al Barton from Center for Living.

Commissioner Bird stated that Joel Madsen from Mid-Columbia Housing Authority is willing to come to County Court to discuss the possibilities of adding additional senior housing in Sherman County.

Commissioner Bird asked County Court if they would like her to set up a work session with NCPHD and Wasco County. County Court stated that they would like to see a couple of plans before a work session.

Biggs – The litter in Biggs is getting to be an issue again and when the wind blows hard the litter starts blowing everywhere. Also, the area in front of Todd Cole's motel still looks horrible from

being dug up. Judge Dabulskis and Jacque Schei both stated that Anderson Perry/Crestline said that this would be taken after they are done digging in Biggs.

**Commissioner Miller** – Attended an LCHP meeting.

#### **4.0 Consent Agenda**

##### **4.1 Minutes of June 29, 2023 Work Session**

**Motion by Commissioner Miller, second by Commissioner Bird, to approve the Minutes of June 29, 2023 Work Session, as presented.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

##### **4.2 Minutes of July 5, 2023**

**Motion by Commissioner Bird, second by Judge Dabulskis, to approve the Minutes of July 5, 2023, as corrected.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

##### **4.3 Revenue/Expenditure Summary – June 2023**

**Motion by Commissioner Bird, second by Commissioner Miller, to approve the June 2023 Revenue/Expenditure Summary as presented.**

**Vote: 3-0**

**Yes: Dabulskis, Miller, Bird**

**No: 0**

**Abstain: 0**

##### **4.4 Claims – June 2023**

**Motion by Judge Dabulskis, second by Commissioner Bird, to approve the June 2023 Claims as presented.**

**Vote: 2-0**

**Yes: Dabulskis, Bird**

**No: 0**


**Abstain: 1 Miller**

**Future Agenda Items:** None at this time

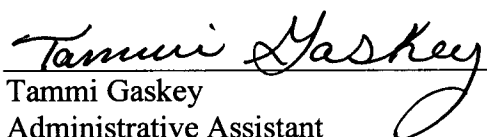
Being no further business before the Court, the meeting was adjourned at 10:36 a.m.

**Sherman County Court**

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

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

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

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