



**Court Agenda
October 18, 2023**

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Additions to Agenda

3.7 Fair

1.0 Appointment Schedule

- | | | | |
|------------|------------|------------|---|
| 1.1 | 9:00 a.m. | | Theresa Olsen, Treasurer Quarterly Report |
| 1.2 | 9:15 a.m. | 9:09 a.m. | Julia Fall, Sherman County School District Quarterly Report |
| 1.3 | 9:45 a.m. | 9:43 a.m. | Rod Asher, Weed District Quarterly Report |
| 1.4 | 10:00 a.m. | | Jacque Schei, MCEDD Quarterly Report |
| 1.5 | 10:45 a.m. | 10:42 a.m. | Jessica Lynch, Director Frontier 911 Meet and Greet |
| 1.6 | 11:15 a.m. | 11:22 a.m. | Debbie Hayden - Executive Session ORS.192.660 (2) (i) Personnel |
| 1.7 | 11:30 a.m. | | RFP's – Executive Session ORS 192.660 (2) (a) Employment of Public Officers, Employees & Agents |

2.0 Action Items

- 2.1 Holidays
- 2.2 Surplus Vehicle
- 2.3 Resident Incentive Payment Amount
- 2.4 IGA between Sherman and Gilliam regarding BOPTA
- 2.5 LPSCC appointment
- 2.6 Prevention appointments

3.0 Discussion Items

- 3.1 Kent Update
- 3.2 Starvation Boat Ramp
- 3.3 Written Justice Court Quarterly Report
- 3.4 Mid-Columbia Housing Authority Committee
- 3.5 Written Transit Quarterly Report

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

3.6 Commissioner Reports and Updates

4.0 **Consent Agenda**

4.1 Minutes of September 20, 2023

4.2 Revenue/Expenditure Summary – September 2023

4.3 Treasurer’s Report – September 2023

5.0 **Public Comments**

5.1 Living Well Class Comments

6.0 **Future Agenda Items**

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

OCTOBER 18, 2023

Opened Court: 9:00 a.m.

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

A quorum was present. No news media was present.

Additions to Agenda

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3.7 Fair Update

1.0 Appointment Schedule

1.1 9:00 a.m. Theresa Olsen, Treasurer Quarterly Report

Present: Theresa Olsen, Verna McClennan, Brittany Dark, Brittany Wood, Ryan Asher

Theresa Olsen, Sherman County Treasurer, came to County Court to give her quarterly report. Theresa gave the following highlights:

- Auditors were here in September. We will get a report shortly.
- Attended Annual meeting of Oregon State Treasurers.
- Working on unclaimed property reporting.
- Looking forward to tax season.

County Court stated that the Treasurer's reports are clear, concise and spot on. County Court told Theresa that she is doing a great job!

1.2 ~~9:15 a.m.~~ 9:09 a.m. Julia Fall, Sherman County School District Quarterly Report

Present: Julia Fall, Julie McAllister-Wynne, Verna McClennan, Brittany Dark, Brittany Wood, Ryan Asher, Drew Messenger, Brad Lohrey

Judge Dabulskis started off by welcoming Julia Fall, the new superintendent for Sherman County School District. Julia was the principal for Sherman County last year. Judge Dabulskis reminded Julia that she could reach out and ask questions any time.

Julia Fall, Superintendent for Sherman County School District, came to County Court to give her quarterly report. Julia started off by saying that there have been many changes this year at the school with a new superintendent, new principal, many new board members, plus a few new teachers and some staff that have changed positions.

Some highlights so far this year are:

- Homecoming week was a great success
- Safety drills were a huge success
- New newsletter has been opening the lines of communication within the community
 - Posting the newsletter and board agenda in post offices to further the line of communication

Commissioner Bird suggested that the school board sign up for the training on meetings and ethics that will be held November 30, 2023 at the Sherman County School Cafeteria, taught by League of Oregon Cities and sponsored by Sherman County.

1.3 ~~9:45 a.m.~~ 9:43 a.m. Rod Asher, Weed District Quarterly Report

Present: Rod Asher, Brittany Dark, Brittany Wood, Verna McClennan, Julie McAllister-Wynne, Drew Messenger

Rod Asher, Weed District Supervisor, came to County Court to give the Weed District / Department 2023 Fall Quarterly Report.

Current Employees

Full-Time: **Rod Asher** Supervisor
Mike Henricksen Weed Technician (80%) / Grounds Maintenance (20%)
Dave Rooney County Road weeds (60%) / Weed Tech (20%) Grounds (20%)
Joe Blunt Weed Technician (80%) / Grounds (20%)
Bruce Olsen Grounds Maintenance (70%) / Weed Tech (30%)
Tyler Holeman Lower Deschutes CWMA Coordinator
Seasonal: **Marcus Henricksen** Lower Deschutes CWMA, Last day October 26th

Personnel

Bruce has proved himself to be a great employee with a strong attention to details. He has done a great job this summer keeping the Grounds looking good.

Marcus is working on the Deschutes River project until the end of October (the end of his nine months as a seasonal). He has already expressed his desire to come back next season.

Facilities

The building gets a little crowded with 7 employees, but we make it work. All equipment is stored under lock and key, either in the fenced yard or inside the building.

The front parking lot has taken a beating with the fairgrounds construction traffic. Some work was done prior to fair week, but it may need more attention.

We continue to use the 'Hector building' for storage of our second raft and Grounds maintenance equipment.

Equipment

All pickups are running well at this time. We have three trailers up for auction at the end of this month, retiring old equipment and replacing with new. I am hopeful that the proceeds from the auction will

allow us to replace one more trailer, but the loss of the enclosed Grounds trailer for auction may limit the dollars we generate.

The grounds dump trailer was put in to service in July and has proven beneficial, hauling the mower, and yard debris, and gravel, and dirt.

Weed Board

Rory Wilson stepped down from the Board at our February meeting after his many years of service. Best wishes to Rory. His position remains open at this time. An ad was put in the Citizen Reporter in hopes to recruit new candidates.

Project / Contracts

Currently I am working on 'year-end' billing for many of the projects we have worked on this year. The crew is out working on rush skeleton weed primarily, since fall is a great time to work on perennials. We also have some work on brush and tree species planned.

The Deschutes crew will be starting on annual grass treatments soon. Additional money was received from BLM for this work after the 2018 fires. The Weed crew will work as 'contractors' for this project to help get more work done. The scheduled contractors, Heart of Oregon, were not available this fall as previously planned.

The new county road spray truck has been in service for one year as of August and has proven to be a benefit, covering more miles in a single load and covering the ground effectively.

Grounds

Fall is here. Leaves and needles are falling. The water systems have been turned off due to our recent rains. Some areas have been fertilized and seeded as needed.

The small plow for the Rangers will be put in to service soon. Hopefully it will be enough to keep the back parking lot clear and safe for employee and public access.

Bruce has taken a strong interest in keeping all the County grounds looking nice and manicured. His time has been prioritized towards Grounds and he has also been a great help on weed projects.

1.4 10:00 a.m. Jacque Schei, MCEDD Quarterly Report

Present: Jacque Schei, Julie McAllister-Wynn, Verna McClennan, Brittany Dark, Brittany Wood, Ryan Asher, Drew Messenger, Mike Smith, Laura Smith, Jessica Lynch

Jacque Schei, a MCEDD Project Manager, came to County Court to present the MCEDD quarterly report. Here are some highlights from the report:

- **MCEDD EPA Brownfields Grant:** MCEDD is working on finalizing the agreement with the consultant for the project and will be moving forward with implementation of the project in the next few weeks. 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.
- **ODOT Carbon Reduction Program:** Congratulations! The County was awarded funds (\$370,704) to support an electric vehicle (EV) pilot and charging infrastructure project. Staff will support the County in coordinating with ODOT on project implementation.
- **Electric Vehicle Charging:** The first charger has been installed at the GV Market and is online. Staff reached out to Pacific Power to request additional funds for a second charger. The Market was awarded an additional \$34,000 in August, which will allow them to purchase and install a second charger. They expect to have the work complete by November.

- **Solar + Storage Planning Project at the School:** Staff continues to support implementation of this project as needed. Staff met with the County, School and consultant to discuss additional procurement needs and next steps for the project, including community outreach.
- **Organizational support:**
 - Four Cities Meetings: Staff convened a meeting of City administrators (and other interested City staff or Council members) in August. Rep. Smith and Judge Dabulskis joined the group. Rep. Smith provided information on initiatives at the state level and asked the cities and county to send him information about priority projects. Judge Dabulskis and the cities also discussed a plan for the County’s support for code enforcement. The Judge suggested common ordinance language between the cities would be helpful for the enforcement process. To that end, staff did a crosswalk of the nuisance ordinances from the cities and met with them again in September to discuss updates to ordinance text and identify a list of top nuisance issues. The cities would like to meet again in October to discuss a step-by-step process for enforcement and have extended an invitation to the Judge, Justice Court, and Sheriff to attend (October 26, 9am, Moro City Hall).
 - City of Grass Valley: Staff reviewed the funding application to the CWSRF program that the engineer put together. The City now has the draft application for review and approval to submit.
 - City of Rufus: Congratulations on the City’s grant award from the Oregon Parks and Recreation Department (\$49,800) to resurface the tennis courts! Staff continued discussions with the City and Business Oregon about issues with the City’s wells. The City was invited to apply for a \$20,000 technical assistance grant from Business Oregon to investigate the issues and staff helped review their application. Staff will also support the City in discussing remediation funding under Business Oregon’s Brownfield Program to determine next steps for asbestos abatement at the Community Center.
 - City of Wasco: Staff continue to have discussions related to water and sewer needs with the City and Business Oregon. The City has been invited by Business Oregon to apply for a \$20,000 technical assistance grant to develop a planning document to outline needs and costs. Staff will support the City with the application as needed.
 - City of Moro: Staff assisted the City in drafting language for an RFP for legal services.
 - Staff will attend one of the Build Your Business Watch Party events hosted by the City of Rufus to provide information about MCEDD small businesses resources.
 - Staff are coordinating with the Sherman County Historical Museum to relocate an Oregon Trail monument that had been located on the Biggs-Rufus Highway near Biggs. Staff originally were working with the Wasco County Pioneers on the project since it was the Pioneers who installed the monument in 1940. ODOT recently discovered it was on private property, not in the ODOT right of way. It has been temporarily moved to the ODOT storage yard until a new location has been selected. ODOT has proposed a few options for the Museum to consider.
 - Staff helped the Sherman Kids Zone submit an application to the TC Energy company grant program and they were awarded \$10,000 to support additional STEM activities.
 - Staff discussed details and reviewed federal and state requirements for formation of a non-profit with a County resident who currently provides animal rescue/shelter services.
- **Housing Assistance:** Three new applications have been submitted and conditionally approved in the last quarter (New Rental Development, New Housing Construction, and Property Preparation). Three projects requested additional time and were granted extensions. The budget for the program shows that there is approximately \$100,000 not committed to projects yet.

County Court told Jacque that they appreciate all the wonderful work that she does for the county and all the businesses within the county.

1.5 ~~10:45 a.m.~~ 10:42 a.m. Jessica Lynch, Director Frontier 911 Meet and Greet

Present: Jessica Lynch, Julie McAllister-Wynn, Verna McClennan, Brittany Dark, Brittany Wood, Ryan Asher, Brad Lohrey, Mike Smith, Laura Smith

Jessica Lynch, the new Frontier 911 Director, came to County Court for a meet and greet and to give an update. Jessica started off her presentation by stating that she is working on a Strategic Plan with both short term and long term goals and basically building up from the foundation.

One of the first things that is happening is rebranding. Jessica has hired a marketing firm, Savy Agency, out of Bend, Oregon to rebrand Frontier 911. This will include but not be limited to a new logo, a new website, new messaging, etc.

Jessica talked about needing to get up to National Standards in most things like:

- Radio Technology
- Training Practices
- Hiring Practices

Jessica stated that the only thing that they are currently up to National Standards with are the phone vendor. Frontier 911 has integrated texts for 911 and is one of 5 areas in Oregon that are using this feature.

Frontier 911 is down to 4 dispatchers, 1 manager and 1 director. Three of the dispatchers are from Fossil and one is from Wasco. The National Standard would be 16 dispatchers. Frontier 911 is currently contracting with Dispatch on Demand that is sending temporary employees from all over the US to help fill in gaps. The next set of temporary employees will be signing a 6 month contract.

1.6 ~~11:15 a.m.~~ 11:22 a.m. Debbie Hayden – Executive Session ORS 192.660 (2) (i) Personnel; ORS 192.660 (2) (e) Real Property Transactions; and ORS 192.660 (2) (a) Employment of Public Officers, Employees & Agents

Entered into Executive Session in accordance with ORS 192.660 (2) (i) Personnel; ORS 192.660 (2) (e) Real Property Transactions; and ORS 192.660 (2) (a) Employment of Public Officers, Employee & Agents at 11:22 a.m.

Exited Executive Session at 11:43 a.m.

During Executive Session Personnel, Employment of Agents, and RFP bids and real property were discussed.

Present: Debbie Hayden, Brittany Dark, Brittany Wood, Very McClennan, Drew Messenger

Motion by Commissioner Miller, second by Commissioner Bird, to approve the quote from Ageto, LLC for 50 micro grid consulting hours at \$195.00 an hour for a total of \$9,750.00 with a payment of 70% at time of signing the contract for the Community Resiliency project, and authorize Judge Dabulskis to sign all paperwork. This money will be reimbursed by the CREP grant received of \$77,000.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

Motion by Commissioner Miller, second by Commissioner Bird, to approve the quote from Opconnect to provide design consulting towards the integration of the EV charging systems to allow a bidirectional, vehicle to grid (V2G) system configuration to both charge and receive energy from V2G enabled vehicles for the Community Resiliency project for a total of \$20,000 with a payment of \$5,000 at the start of the project, and authorize Judge Dabulskis to sign all paperwork. This money will be reimbursed by the CREP grant received of \$77,000.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

Motion by Commissioner Miller, second by Commissioner Bird, to approve the quote from Mayfield Renewables to complete micro grid feasibility and preliminary design for the Community Resiliency project for a total of \$30,000 with a payment of \$9,900 due on receipt of contract, and authorize Judge Dabulskis to sign all paperwork. This money will be reimbursed by the CREP grant received of \$77,000.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.0 Action Items

2.1 Holidays

County Court decided to have Tammi Gaskey email county employees and do a poll to see what days the majority of the employees would prefer to have off. Tammi will bring back the results to the November 1st County Court meeting and a motion will be made at that time.

2.2 Surplus Vehicle

Motion by Commissioner Miller, second by Commissioner Bird, to approve the Sheriff's Office to surplus and auction a 2018 Dodge Charge with VIN # 2C3CDXKT4JH249176.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.3 Resident Incentive Payment Amount

Motion by Commissioner Miller, second by Commissioner Bird, to approve the 2023 payment amount of \$590, to eligible recipients of Sherman County's Resident Compensation Plan.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

2.4 Intergovernmental Agreement with Sherman County

Motion by Commissioner Bird, second by Commissioner Miller, 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, Bird, Miller
No: 0
Abstain: 0

2.5 LPSCC Appointment

Motion by Commissioner Miller, second by Commissioner Bird, to appoint Julia Fall to the LPSCC Committee for a term of one year ending December 2024.

Vote: 3-0
Yes: Dabulskis, Bird, Miller
No: 0
Abstain: 0

2.6 Prevention Appointments

Motion by Judge Dabulskis, second by Commissioner Bird, to appoint Trent Kroll, Brad Lohrey, Amber DeGrange, Cindy Brown to the Sherman County Prevention Team for a term of three years ending June 30, 2027.

Vote: 3-0
Yes: Dabulskis, Bird, Miller
No: 0
Abstain: 0

3.0 Discussion Items

3.1 Kent Water Project Update (tour after County Court)

Kent Water Project is about \$30,000 over budget at this time. Rebar package is going in at this time. County Court will be taking a tour of this project as soon as court is over.

3.2 Starvation Boat Ramp

Starvation Boat Ramp is complete and looks great.

3.3 Written Justice Court Quarterly Report

Justice Court quarterly report looks amazing. County Court was happy to see notice about speeders going over 30 miles an hour over the speed limit will have license suspended for 30 days if they meet the criteria. Speeders going over 100 miles an hour will have their license suspended for 30, 60, or 90 days depending on the criteria that they meet.

3.4 Mid-Columbia Housing Authority Committee

Commissioner Joan Bird's term will expire in November on the Mid-Columbia Housing Authority Committee. Joan is willing to serve another term.

3.5 Written Transit Quarterly Report

Court Court stated that the Transit quarterly report is very detailed.

3.6 Commissioner Reports and Updates

Judge Dabulskis – Attended a MCEDD Executive Board meeting; an AOC Day in Salem that included an AOC Board meeting, a Legislative meeting and an Agriculture Affairs meeting; a LPSCC meeting; a Broadband meeting; a Sherman County School Board meeting; a Frontier Telenet meeting; a Safety Committee meeting; a CREA meeting; an Oregon Department of Energy Security Planning meeting; and went to a Hood River County Administrator Interview Open Forum.

Judge Dabulskis stated that he sent a letter to county employees about unruly visitors in the courthouse and reminded employees that they do have the right to ask someone to leave their office if they feel uncomfortable with the visitor's behavior. The letter also stated that employees could call elected officials for assistance to have visitors removed from their offices or from the courthouse.

Judge Dabulskis told County Court that Tammi Gaskey had completed two Proud City web trainings. Verna McClennan and Kristi Weis also sat in on one or more of the trainings. Tammi found the trainings very helpful and informative.

Judge Dabulskis has toured Giles French with Dan Mahr from Senator Merkley's Office and Kathleen Cathey from Senator Wyden's Office to discuss safety concerns. Dan Mahr recently called to let Judge Dabulskis know that the United States Army Corps of Engineers is working on setting up a tour of Giles French and Dan wants Judge Dabulskis, the Sherman County Sheriff and the Sherman County Commissioners to be invited on this tour as well.

Commissioner Bird – Attended a Prevention meeting; a Mid-Columbia Community Action Council fundraiser; a SWCD meeting; a NCPHD meeting; the Annex Open House; and a Center for Living meeting.

Commissioner Bird asked about the Wasco County Mass Care meeting happening on November 7 and 8th and asked if anyone from County Court was attending on the first day when local government officials have been invited to attend. Commissioner Bird is thinking about attending. Tammi Gaskey will be attending both days along with Dana Pursley-Haner.

Commissioner Miller – gave an update on the fairgrounds. See 3.7

3.7 Fair Update

The fairgrounds is ready to start renting out the new building. Whitney Nogel Cabral has put forms together for renting the buildings. County Court would like CIS to review the rental forms as well as the waiver forms.

Whitney Nogel Cabral has been hired as temporary office help to take care of renting out the fairgrounds facilities.

Dana Kopp has been hired as the new Fair Board Secretary.

4.0 Consent Agenda

4.1 Minutes of September 20, 2023

Motion by Judge Dabulskis, second by Commissioner Bird, to approve the Minutes of September 20, 2023 as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.2 Revenue/Expenditure Summary – September 2023

Motion by Judge Dabulskis, second by Commissioner Miller, to approve the September 2023 Revenue/Expenditure Summary as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

4.3 Treasurer’s Report – September 2023

Motion by Judge Dabulskis, second by Commissioner Bird, to approve the September 2023 Treasurer’s Report as presented.

Vote: 3-0

Yes: Dabulskis, Bird, Miller

No: 0

Abstain: 0

5.0 Public Comments

5.1 Living Well Class Comments – Janet Pinkerton

Janet Pinkerton submitted a letter expressing her appreciation for the free class Living Well: Take Charge of Your Life put on by GOBHI, OSU/Sherman County Extension Service and Sherman County Prevention Coalition.

County Court would like to make sure that Roni Hyde with GOBHI, Deanna Christiansen with Prevention and Cindy Brown with Extension know that they are appreciated for their work in Sherman County.

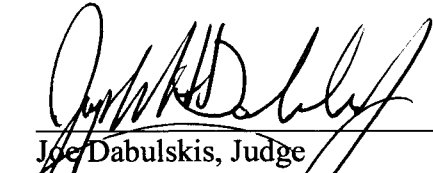
County Court would like to extend an invitation to Roni Hyde to come to County Court for a meet and greet.

6.0 Future Agenda Items

Salary Survey Draft – Discussions
Holidays

Being no further business before the Court, the meeting was adjourned at 12:05 p.m.

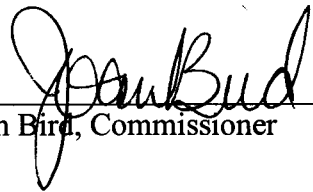
Sherman County Court



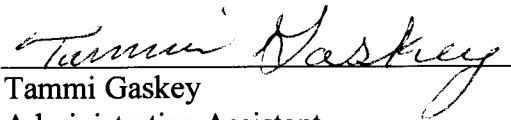
Joe Dabulskis, Judge



Justin Miller, Commissioner



Joan Bird, Commissioner

Attest: 

Tammi Gaskey
Administrative Assistant