

Gilliam County Court
Special Meeting Minutes
April 22, 2020

Judge Farrar called the Special Gilliam County Court meeting to order at 10:00 a.m. at the Gilliam County Courthouse, Condon, Oregon. Present via video conference were Judge Elizabeth Farrar, Commissioner Leslie Wetherell, Commissioner Sherrie Wilkins, Chief of Staff Lisa Atkin and Court Administrative Assistant Teresa Aldrich.

REVISIONS TO AGENDA

Added 6.5 Consider Approval of Resolution R2020-12; A Resolution Adopting a COVID-19 Furlough Policy.

Added Discussion on Waste Management Conditional Use Permit review deadline extension.

IN THE MATTER OF PUBLIC COMMENTS/CORRESPONDENCE

The Court received a letter from the City of Condon requesting to work directly with Gilliam County on economic development projects that affect the city. The Court would like Judge Farrar to follow up with the City of Condon to discuss the request further.

IN THE MATTER OF CONSENT AGENDA

Motion by Commissioner Wilkins, second by Commissioner Wetherell, to approve the Consent Agenda. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

The Consent Agenda included the following:

Approval of April 1st Regular Meeting Minutes

IN THE MATTER OF SECOND READING AND ADOPTION OF ORDINANCE NO. 2020-01; AN ORDINANCE FOR SPECIAL WEED ASSESSMENT WITHIN GILLIAM COUNTY

The first reading of Ordinance No. 2020-01 occurred at the April 1st Gilliam County Regular Meeting. The Court agreed to move forward with the second reading of Ordinance No. 2020-01.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to have the second reading of Ordinance No. 2020-01 by title only. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.** Judge Farrar read the Ordinance by title only.

Motion by Commissioner Wetherell, seconded by Commissioner Wilkins, to accept the second reading by title only and to adopt Ordinance No. 2020-01.

Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF FRONTIER TELENET UPDATE

Judge Farrar updated the Court on the Frontier Telenet meeting held last week. Judge Farrar presented the board with a draft RFP for a combined project manager for the two sites, Cottonwood and Roosevelt, in need of repair as discussed at the last meeting. Judge Morley stated he would like to see two separate project managers for each site and will be working on RFPs to be brought back to the board.

IN THE MATTER OF AWARD BID FOR SOUTH GILLIAM COUNTY EMERGENCY SERVICES BUILDING BACK-UP GENERATOR

The project to install a propane-powered generator at the South Gilliam County Emergency Services Building (SGCESB), received four bids by the deadline. Hage Electric & Construction was the lowest bidder and were the electricians on the original building. After a discussion, and at the recommendation of Pillar Consulting, the Court agreed to award the bid to Hage Electric & Construction.

Motion by Commissioner Wilkins second by Commissioner Wetherell, to award the contract for the back-up generator project at the South Gilliam County Emergency Services Building to Hage Electric & Construction in the amount of \$77,592.40 per the bid dated April 10th, 2020. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF RESOLUTION NO. R2020-11; A RESOLUTION ADOPTING A BACKGROUND CHECK POLICY AND PROCEDURE

Gilliam County conducts pre-employment criminal background checks for employees and volunteers in order to maintain the highest degree of integrity and public confidence. The purpose of this policy is to update policies and procedures regarding the County's employment related background checks. After a discussion and clarification relating to the policy it was the recommendation of the Court County to adopt Resolution No. R2020-11.

Motion by Commissioner Wetherell second by Commissioner Wilkins, to adopt Resolution No. R2020-11 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF PUBLIC TRANSPORTATION DIRECTOR POSITION DESCRIPTION

With the addition of a full-time dispatcher and proposed part-time paid drivers, the Public Transportation Coordinator has been tasked with new, managerial-level responsibilities that are more appropriate to a director-level position. Chief of Staff, Lisa Atkin, has developed the Public Transportation Director position which addresses the current management needs of the department. If approved, the new position would be classified as non-represented and become a salaried position. The Court discussed how a salaried position would allow for the flexibility required to perform the job duties. Judge Farrar anticipates filling the position with direct appointment of the current Public Transportation Coordinator, effective July 1, 2020.

Motion by Commissioner Wilkins second by Commissioner Wetherell, to approve the position description for Public Transportation Director as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF CEDAR SPRINGS LANE RELOCATION PROPOSAL

Gilliam County Road Master, Dewey Kennedy has been in talks with Waste Management regarding the relocation of Cedar Springs Lane. Talks include a complete rebuild of the road on the south side of the Union Pacific tracks. The project will address the current problems of rail waiting times. At this time Waste Management has offered manpower and 5 trucks to haul base rock for the project. The estimate submitted by the Road Master for the project was \$1,913,895. The Court has many questions some of which include, loss of property, project cost percentages, and planning and zoning conditions. The Court decided next steps would be to invite Waste Management to the Court meeting on May 6th for further discussion.

IN THE MATTER OF RESOLUTION R2020-12; A RESOLUTION ADOPTING A COVID-19 FURLOUGH POLICY

Over the past several weeks, the pandemic has had a profound and far-reaching effect on the way citizens live and work. These socioeconomic impacts have resulted in dramatic decreases in workload for some Gilliam County Departments and significant changes to the priorities and focus of others. Because of this unprecedented and dynamic situation, municipalities have been encouraged by CityCounty Insurance Services (CIS) to adopt a COVID-19 Furlough Policy should it become necessary to restructure workforces. Gilliam County's Insurance Provider, CIS provided a draft policy for the Court to consider. After review and discussion, the Court agreed to move forward with the COVID-19 Furlough Policy.

Motion by Commissioner Wilkins second by Commissioner Wetherell, to adopt Resolution No. R2020-12 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF ANNOUNCEMENTS

Judge Farrar noted the following:

- Next Gilliam County Court meeting will be held May 6th.
- Judge Farrar asked the Court to consider extending the Waste Management Conditional Use Permit deadline from June 30th to July 31st. The Court agreed to extend the deadline until July 31st.
- The FY 2020-21 budget calendar/hearings are in the process of being completed, details are being worked out and the information will be presented to the Court as soon as it is made available.
- Commissioner Wilkins reported NORCOR is moving forward with their budget process.
- Commissioner Wetherell reported NCPHD is holding more meetings due to COVID-19.
- Judge Farrar reported Governor Brown’s office has started to present ideas to re-open the economy and the possibility of lifting some social distancing restrictions.

IN THE MATTER OF ADJOURNMENT

It appearing to the Court that there was no further business to be conducted at this time, Judge Farrar adjourned the meeting at 10:58 a.m.

GILLIAM COUNTY COURT

By _____

Elizabeth Farrar, Judge

By _____

Leslie Wetherell, Commissioner

By _____

Sherrie Wilkins, Commissioner

Teresa Aldrich _____

Court Administrative Assistant