

Gilliam County Court  
Regular Meeting Minutes  
May 19, 2020

Judge Farrar called the Regular Gilliam County Court meeting to order at 1:00 p.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**

None

**IN THE MATTER OF PUBLIC COMMENTS/CORRESPONDENCE**

No public comment.

The Court received an email from Mike McCarter, President of Move Oregon's Border. A thank you note was received from Country Massage thanking the Court for the Small Business Stabilization Grant received. The Court received two emails from Les Ruark, one asking for the Court to slow down on the in-house economic development structure and the second email was asking the Court to rescind the furlough of the Community Development employee. City of Arlington, Mayor Bufton emailed the Court agreeing with Les Ruark regarding the slow down on the in-house economic development structure. Judge Farrar read part or all the items into the record and noted the emails would be posted to the Gilliam County website.

**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 May 6<sup>th</sup> Regular Meeting Minutes

Approval of April Bills Pending Review

Approval of IGA for Funding and Services to Implement the John Day River Total Maximum Daily Load Implementation Plan

**IN THE MATTER OF IN-HOUSE ECONOMIC DEVELOPMENT STRUCTURE**

Judge Farrar reviewed the past discussion from the May 6<sup>th</sup> Regular County Court meeting regarding the proposed changes to the Economic Development structure. City of Condon Council member, Tom Fatland and City Administrator Kathryn Greiner spoke in support of the letter the City previously sent requesting to work directly with the County on upcoming economic development projects. The City stated it is a more cohesive fit to work directly with the County in terms of planning, technical assistance, streets and sidewalks for the new school, and future housing projects. The City also

identified that it is more productive and efficient to work directly with the County, who oftentimes are a funding provider to shared projects, than through a third party entity. Port of Arlington Manager, Peter Mitchell expressed concerns regarding the industrial land in and around Arlington, and the amount of time it would take the Judge and staff to manage such economic development projects. Commissioners Wilkins and Wetherell, Condon Chamber Executive Director, K'Lynn Lane also participated in the discussion regarding the economic development structure. Following discussion, it was the consensus of the Court to move forward with reviewing and updating job descriptions of the Chief of Staff and the Administrative Assistant – County court, as needed, and defining job role, responsibilities and expectations for the proposed Administrative Assistant – Development position, and to bring these documents back to the next County Court meeting.

### **IN THE MATTER OF WASTE MANAGEMENT QUARTERLY REPORT**

Leah Shannon, Environmental Manager at Waste Management presented the first quarter reports for Columbia Ridge and Chemical Waste Management (CWM). Volumes at Columbia Ridge were up and the host fees paid to the County for the first quarter were \$1,090,713. Volumes at Chemical Waste Management were down and the host fees paid to the County for the first quarter were \$14,424. There were no recordable accidents for the first quarter at either location, noting Chemical Waste has no recordable accidents since 2018. Waste Management is focused on maintaining a healthy and safe work environment, which means new procedures around social distancing, disinfecting common areas, and health and safety protocols involving PPE and safety procedures. Chemical Waste Management continues to work cooperatively with Oregon regulatory agencies regarding the notice of violation. On April 30, Chemical Waste Management provided the Oregon Department of Energy a series of technical reports prepared by an independent radiation and risk analysis expert, as discussed at the Town Hall meetings. The reports are available through the CWM website.

### **IN THE MATTER OF COLUMBIA GORGE COMMUNITY COLLEGE (CGCC) PROPOSAL FOR PUBLIC INVESTMENT IN SKILLS CENTER AND STUDENT HOUSING**

Dan Spatz, Director, Capital Projects and Community Relations presented to the Court a case statement for public investment by Gilliam and Sherman counties for the Treaty Oak Regional Skills Center and Campus Housing at CGCC. This summer the college will break ground on a year-long capital construction program comprising of a workforce skills center and campus housing. The City of The Dalles, Wasco County along with the college are dedicated to this project to fill an identified gap in education and housing. The college proposed a model whereby Sherman and Gilliam counties would invest a combined total of \$2.5 million in the skill center and student house projects. In return for

the investment, and to encourage long-term enrollment growth from Sherman and Gilliam counties at CGCC, the college proposes to waive up to \$5,000 in annual tuition per student for up to 17 residents from Sherman and Gilliam counties (34 total) for a period of 15 years. The presentation is an initial look at possible partnership and return on investment. At this time, it was the consensus of the Court to ruminate on the idea and discuss the proposal with Sherman County.

### **IN THE MATTER OF TENNESON ENGINEERING CONSULTANT SERVICES PROPOSAL FOR LAND USE PLANNING ISSUES NORTH OF COTTONWOOD ROAD**

Planning Director, Michelle Colby, has been consulting with Dan Meader, Planning Consultant with Tenneson Engineering, on several zoning issues north of Cottonwood Road in Condon. These include: non-conforming uses, an unpermitted building and existing residential uses, and an older subdivision property in the County's Exclusive Farm Use (EFU) Zone. After working with the property owners, the City of Condon and researching other properties in the area, a reasonable solution for all of the area is one land use process. The process to complete the zone change is complicated, but Meader believes it could be done through public meetings involving the City of Condon and Gilliam County. The project could be completed within 90-120 days of notice to proceed, with the cost of the project range from \$10,000-\$12,000. During a discussion the Court found this project to be worthwhile and a great learning opportunity for the Planning Director.

**Motion** by Commissioner Wilkins second by Commissioner Wetherell, to approve the Proposal for Consultant Services with Tenneson Engineering for Land Use Planning Issues North of Cottonwood Road as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

### **IN THE MATTER OF RESOLUTION NO. R2020-15 REALLOCATING COUNTY FUNDS TO ASSIST GILLIAM COUNTY SMALL BUSINESS RECOVERY EFFORTS**

In April in response to the COVID-19 pandemic, the Court created the Small Business Stabilization Grant Program, administered by the Condon Chamber of Commerce. To date the Condon Chamber of Commerce has awarded 17 Gilliam County small businesses with a total of \$94,560 in small business grants, with \$55,440 of the initial dedicated County funds remaining. The Condon Chamber of Commerce is requesting the Court authorize a reallocation of the remaining balance in the Small Business Stabilization Grant Program to create a new grant program, designed to provide financial support as small businesses work through the phases of reopening and recovery. The current grant review committee is committed to continuing to serve, if the Court approves the reallocation of funds. Following discussion the Court agreed to move forward with the reallocation of funds for the small business revitalization efforts.

**Motion** by Commissioner Wetherell second by Commissioner Wilkins, to adopt Resolution No. R2020-15 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

#### **IN THE MATTER OF RESOLUTION NO. R2020-16 DECLARING A STATE OF DROUGHT EMERGENCY IN GILLIAM COUNTY**

Herb Winters, District Manager of Gilliam County Soil and Water Conservation formally requested the Court declare a state of drought emergency. The effects of the current drought conditions can already be seen in crop health, reduced upland grass production, reduced spring flows and low river and stream water levels. The State Watermaster District 21 also submitted documentation to the Court outlining the affected areas. This is the first step in receiving a drought declaration from Governor Brown. The Governor's drought declaration is needed to provide local producers with access to State and Federal drought assistance programs.

**Motion** by Commissioner Wetherell second by Commissioner Wilkins, to adopt Resolution No. R2020-16 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

#### **IN THE MATTER OF AWARD BID FOR ARDENT MILLS DOOR REPLACEMENT PROJECT**

The Court previously approved a professional services agreement with Pillar Consulting for engineering and project management services related to maintenance needs at the Ardent Mills facility. Pillar Consulting issued an RFP for the project, as well as solicited bids directly from local contractors. No bids were received by the deadline. Rutherford Construction later submitted a bid on May 4<sup>th</sup> in the amount of \$7,200. Commissioner Wilkins added she has been in contract with Ardent Mills and they requested an upgrade for the entrance door, so there is a possibility of a change order.

**Motion** by Commissioner Wilkins second by Commissioner Wetherell, to award the contract for the door replacement project at the Ardent Mills facility to Rutherford Construction in the amount of \$7,200 per the bid dated May 4<sup>th</sup>, 2020. 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 Wednesday June 3<sup>rd</sup>. At this time it is unknown if the meeting will be held via Zoom or in the Courthouse. Details will be available as soon as a decision is made.

- Commissioner Wilkins will be attending the NORCOR Budget Meeting on Thursday May 21<sup>st</sup>, followed by the regular meeting.
- Commissioner Wetherell has been attending the weekly COVID-19 calls and the NCPHD meetings which have increased due to the COVID-19 pandemic.
- Judge Farrar will be attending the Frontier Telenet meeting later in the week, day and time not yet confirmed. Topics up for discussion will be the Roosevelt and Cottonwood RFP's. Judge Farrar noted, as of this date, Frontier Telenet has not scheduled their budget committee meeting; she will follow up with Judge Morley.

**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 2:38 p.m.

GILLIAM COUNTY COURT

By \_\_\_\_\_  
Elizabeth Farrar, Judge

By \_\_\_\_\_  
Leslie Wetherell, Commissioner

By \_\_\_\_\_  
Sherrie Wilkins, Commissioner

Teresa Aldrich \_\_\_\_\_  
Court Administrative Assistant