

Gilliam County Court
Regular Meeting Minutes
June 17, 2020

Judge Farrar called the Gilliam County Court Regular meeting to order at 10:00 a.m. at the Gronquist Building in Arlington, Oregon. Present 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 COMMENT/CORRESPONDENCE

Condon Chamber of Commerce submitted the Gilliam County Stabilization Grant Program final report as required. The full report is available on the 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 June 3rd Regular Meeting Minutes

Approval of Amendment and Extension to the Justice Court Rental Agreement

Approval of Intergovernmental Agreement for Stable Funding of the Arlington Public Library

Approval of Homestead Rebate Program Payment for FY 2020-21

Approval of Application from Vic Rolfe for Activities in a Gilliam County Rights-A-Way

IN THE MATTER OF ARLINGTON TV COOPERATIVE REQUEST FOR DELAY OF LOAN PAYMENT

The Court received a letter from Arlington TV Cooperative (ATVC) dated May 18th requesting a delay of their loan payment for one year. At the June 3rd Court meeting the Court read the letter and agreed to take some time to reflect on the request and discuss the matter at the June 17th Court meeting. Members from the ATVC board, volunteers and office staff were present to address the request and presented the Court with updated financials. ATVC stated they are ready and willing to make a bold move and expand their customer base, while continuing to provide excellent customer service. ATVC confirmed that the delay in the loan payment will allow them to use their cash on hand to operate until their customer base expands. After a lengthy discussion, including future strategies for ATVC, it was the consensus of the Court to grant ATVC a delay in loan payments for one year. Judge Farrar expressed concerns about the County continuing to grant County funds and delaying payments, to a business that is not making financial progress. Judge Farrar stated the Court expects ATVC to aggressively

raise their customer base and the expectation to create a schedule moving forward, tracking customer numbers, goals and periodically checking in with the Court. The current promissory note will be amended and brought back to the County Court for approval at a later meeting.

IN THE MATTER OF RESOLUTION NO. R2020-18; TRANSFERRING APPROPRIATIONS IN FY 2019-2020 BUDGET

The appropriation for Materials and Services in the FY 2019-2020 General Road Fund (Fund 203) was over-expended by \$700,000 due to the paving of Brown Road. In order to ensure the fund remains in balance, Budget Officer Nathan Hammer recommended the Court approve a resolution transferring appropriations of \$700,000 from Reserves and Special Payments to Materials and Services.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to approve Resolution No. R2020-18 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF RESOLUTION NO. R2020-19; ADOPTING A FEDERAL TRANSIT ADMINISTRATION PROCUREMENT POLICY

Gilliam County Public Transportation receives financial assistance to support its operation through the Federal Transit Administration (FTA) and federal procurement laws are complex and at times differ from the State of Oregon's procurement laws. The County believes it is prudent to implement appropriate and consistent policies to ensure all procurements undertaken and financed, in whole or in part, with FTA are conducted in a manner that provides for full and open competition in accordance with both federal and state procurement laws and best practices. ODOT provided a draft policy, which was reviewed by the County's legal counsel, Carolyn Connelly from Local Government Law Group, and returned to ODOT for compliance and final approval.

Motion by Commissioner Wilkins, second by Commissioner Wetherell, to approve Resolution No. R2020-19 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF RESOLUTION NO, R2020-20; ADOPTING A CYBERSECURITY POLICY

Cyberattacks against municipal governments are on the rise across the country, costing taxpayers millions of dollars. Gilliam County does not currently have a cybersecurity policy in place, which is best practice for protecting the County's valuable data, information and technology systems from attack. In order to purchase the recommended level of cybersecurity insurance coverage, CIS requires the County to have a Cybersecurity Policy in place by July 1, 2020. The Policy is designed to establish

a foundation for an organizational culture of security and help ensure Gilliam County's compliance with the Oregon Identity Theft Protection Act (ITPA).

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to adopt Resolution No. R2020-20 as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF CIS INSURANCE POLICY RENEWAL

Wheatland Insurance Agent, John Anderson presented the Court with renewal rates for property and liability coverage for FY2020-21 and additional information on cybersecurity limits and premiums. The County currently has \$50,000 in cybersecurity coverage, however with the newly passed Cybersecurity Policy, Gilliam County now has the option to increase coverage. After a discussion it was the consensus of the Court to increase the cybersecurity limit by up to \$950,000, bringing the total coverage to \$1,000,000.

Anderson also reported he had met with the department heads and made any changes or additions to their property and/or equipment schedules. Anderson reported the County's Worker Compensation Policy is still with SAIF and the change from CIS to SAIF is continuing to save the County money.

Motion by Judge Farrar, second by Commissioner Wilkins, to adopt the CIS Property and Liability Policy renewal for FY2020-2021 and to add the Cybersecurity Policy in the amount of \$950,000. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF STAFF REPORTS

Family Services, Planning, and Senior Services departments presented their bi-annual reports to the Court. These three departments were originally scheduled to present at the March 18th meeting, however due to COVID-19, they were postponed. Family Services Coordinator Teddy Fennern reported on the Frontier Veggie RX Program, Food Pantry, Four Rivers Early Learning Hub, Local Community Advisory Council (LCAC) and the summer youth employment and OYCC programs. Fennern also reported she received 38 youth employment applications for the summer programs. Fennern will be working with all community partners, to place all who applied. The OYCC crew leader has been hired and 6 youth in Arlington and Condon will be part of the program's crew this year. Senior Services Coordinator Sabrina Wagenaar reported on plans to organize a Wellness & Health Fair; working towards becoming a Senior Health Insurance Benefits Assistance Counselor (SHIBA); and, continuing to keep up with the growing numbers of Senior Meals served. Due to COVID-19, Senior Services has delivered meals, mail, groceries, prescriptions, masks and smiles to keep the high risk population safe. Wagenaar also thanked Wade Veterinary Clinic and the many volunteers who made masks, donated material, money and time during the crisis. Judge Farrar thanked both Family Services and Senior Services for their exceptional work and

dedication during these uncertain times. Planning Director Michelle Colby updated the Court on the Columbia Ridge Landfill Conditional Use Permit Phase II progress. Colby said Leah Shannon had been tremendous to work with during the review process and is hopeful the review will be completed on schedule. Colby reported she is working on re-zoning projects, permits, and amendments to the Montague Agreement. This was the second round of bi-annual staff reports; the Court agreed they like the format and would like these to continue.

IN THE MATTER OF ANNOUNCEMENTS

Judge Farrar noted the following:

- Next County Court meeting will be held July 1st in Condon
- Possibility of a Special Meeting on July 22nd in Condon for the Conditional Use Permit
- Commissioner Wilkins will be attending the NORCOR meeting June 18th, virtually
- Judge Farrar reported Frontier Telenet has received bids for the Roosevelt and Cottonwood Projects.

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 12:17 p.m.

GILLIAM COUNTY COURT

By _____
Elizabeth Farrar, Judge

By _____
Leslie Wetherell, Commissioner

By _____
Sherrie Wilkins, Commissioner

Teresa Aldrich _____
Court Administrative Assistant

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