

Gilliam County Court
Regular Meeting Minutes
June 3, 2020

Judge Farrar called the regular Gilliam County Court meeting to order at 10:01 a.m. at the Gilliam County Courthouse in Condon, 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

Added 5.3 Consider Approval of Change to Lonerock Bridge Replacement

IN THE MATTER OF PUBLIC COMMENTS/CORRESPONDENCE

The Court received a letter from the Arlington TV Cooperative requesting a delay of their loan payment of \$31,112.45 for one year. At this time the Court will consider the request and this matter will be brought back to the Court at the next meeting.

IN THE MATTER OF CONSENT AGENDA

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

The Consent Agenda included the following:

Approval of May 19th Regular Meeting Minutes

Approval of May Bills Pending Review

Approval of Gilliam County Emergency Management Grant Submittal

IN THE MATTER OF POSITION DESCRIPTIONS

During the May 6th meeting, the Court asked the Judge to review and possibly modify the position descriptions for the Chief of Staff, Administrative Assistant – County Court and Community Development Coordinator to ensure essential duties align and could adequately support the County's economic development work, for consideration at the next meeting. After further review, Judge Farrar determined the Chief of Staff position was written broadly enough to support a wide variety of County Court initiatives, including economic development work, therefore recommending no changes. Likewise for the Administrative Assistant – County Court, the position was written to enable the position to adequately support any and all Court initiatives. Judge Farrar does propose transferring two essential duties, administering the Ford Family Foundation's Tables and Chairs Program, and scheduling and organizing events on behalf of the Court to the proposed reclassified Administrative Assistant – Development position. The Court discussed the proposed position change at length, including the dramatic impact the COVID-19 pandemic has had on statewide funding for tourism agencies and organizations. Because most of the Community Development Coordinator position is devoted to regional tourism coordination, and with Travel Oregon projecting revenue

reductions of 40-50% and has reduced staff by 1/3, it no longer makes strategic sense to keep a position primarily devoted to regional tourism. The proposed reclassified position will be limited/part-time and have a greater emphasis on administrative support for local community and economic development initiatives. Condon Chamber of Commerce Executive Director, K'Lynn Lane assured the Court that Gilliam County's voice is still being heard regionally, as she attends the regional tourism meetings of EOVA (Eastern Oregon Visitors Association) and JDRT (John Day River Territory). **Motion** by Commissioner Wilkins seconded by Judge Farrar, to approve the position description for Administrative Assistant – County Court as presented.

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

Motion by Commissioner Wilkins seconded by Judge Farrar, to a reclassify the position of Community Development Coordinator to Administrative Assistant – Development and to approve the position description for the same as presented.

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

IN THE MATTER OF WILLOW CREEK IGA RESOLUTION NEXT STEPS

The Court discussed the email exchange between the Judge and Port President regarding the outline of a possible framework for resolving the longstanding dispute over the IGA related to the failed Willow Creek Dock Project. After a discussion it was the consensus of the Court for Judge Farrar to reach out to the Port of Arlington with a suggested agenda and date options for a joint meeting. It was the consensus of the Court to have the County's legal counsel present at the meeting.

IN THE MATTER OF LONEROCK BRIDGE REPLACEMENT

Roadmaster Dewey presented the Court with letters from Waldron & Sons, the contractor awarded the Lonerock Bridge Replacement Project, proposing a cost savings for the project. The contractor is recommending substituting a steel structure. The initial cost savings realized by changing from precast concrete to steel is \$74,097.87, together with an estimated time savings of 3 to 4 weeks which will also greatly reduce the time required to maintain the detour route. The Roadmaster agrees with this proposed change and informed the Court that Anderson Perry Engineers, have signed off on the change. The Roadmaster will follow up and finalize any change order needed.

Motion by Judge Farrar, second by Commissioner Wilkins, to approve the cost reduction proposal in the letter dated May 15th submitted to Dewey Kennedy as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF AWARDING FY 2020-21 OPERATIONAL SUPPORT AND CAPITAL INVESTMENT GRANTS

On May 27th, the Gilliam County Budget Committee met and considered applications for the FY 2020-2021 Operational Support and Capital Investment Grant Programs. Per the grant guidelines established by the County Court, the Budget Committee’s decision is final. It was the consensus of the Court to authorize Judge Farrar to prepare and execute grant agreements with the successful applicants.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to award the FY 2020-2021 Operational Support and Spring-cycle Capital Investment Grants, as approved by the Budget Committee, and to authorize the County Judge to prepare and execute grant agreements reflecting the terms and conditions discussed. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

IN THE MATTER OF ANNOUNCEMENTS

Judge Farrar noted the following:

- Next County Court meeting will be held June 17th, in Arlington.
- County Budget Hearing Scheduled for June 10th, 10 a.m. in Condon.
- Frontier Telenet Budget Committee Meeting June 11th, 10 a.m. via Zoom.
- Commissioner Wilkins announced NORCOR approved their Budget.
- Commissioner Wetherell announced NCPHD approved their Budget.
- Judge Farrar announced Gilliam County has submitted documentation to the Governor’s Office requesting the County enter into Phase II Re-Opening Process. The application passed the initial review and has been submitted to the Oregon Health Authority. Judge Farrar expects the County will hear back by the end of the week with a decision. The Chief of Staff continues to work with FEMA and other agencies on COVID-19 related reimbursable costs.

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 10:51 a.m.

GILLIAM COUNTY COURT

By _____
Elizabeth Farrar, Judge

By _____

Leslie Wetherell, Commissioner

By _____

Sherrie Wilkins, Commissioner

Teresa Aldrich _____
Court Administrative Assistant