

Gilliam County Court  
Regular Meeting Minutes  
July 1, 2020

Judge Farrar called the Gilliam County Court Regular meeting to order at 10:00 a.m. at the Gilliam County Courthouse 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**

None.

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

Judge Farrar acknowledged the two lengthy emails received from Les Ruark regarding the compensation board and the cost of living increase. Both emails are 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 10<sup>th</sup> Special Minutes

Approval of June 17<sup>th</sup> Regular Meeting Minutes

Approval of June Bills Pending Review

Approval of Intergovernmental Agreement for Development and Support of the Property Assessment & Taxation Search Web Application with Lane County

Approval of ODOT 5310 Grant Agreement No. 34250

Approval of Intergovernmental Agreement for Medical Examiner Services with Hood River County

**IN THE MATTER OF AWARD OF FY 2020-2021 SPECIAL PROJECTS GRANTS**

The Court reviewed and discussed the Special Grant Review Committee's recommendations and approved partial or full funding to all the organizations, except Arlington Education Foundation. Both Commissioners wanted more time to research and speak with the organization for more clarification. The funding decision regarding Arlington Education Foundation will be finalized at the July 22<sup>nd</sup> meeting.

**Motion 1** by Commissioner Wilkins, second by Commissioner Wetherell, to award FY 2020-2021 North Gilliam Special Projects Grants to the following organizations:

Arlington Lions Club in the amount of \$4,400

Arlington Saddle Club in the amount of \$16,125

North Gilliam County Health District in the amount of \$12,000

Gilliam-East John Day Watershed Council in the amount of \$7,500 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.**

**Motion 2** by Commissioner Wilkins, seconded by Commissioner Wetherell, to award FY 2020-2021 South Gilliam Special Projects Grants to the following organizations:

City of Condon/Condon School District in the amount of \$18,300

Condon Child Care (priority #1) in the amount of \$8,125

Condon Child Care (priority #2) in the amount of \$3,150

Condon Scholarship Foundation in the amount of \$3,500

Condon Youth Baseball in the amount of \$2,600

Gilliam-East John Day Watershed Council in the amount of \$7,500

South Gilliam County Cemetery District in the amount of \$1,750

Summit Springs Village Corporation in the amount of \$18,035

and 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 BUILDING CODES UPDATE**

Judge Farrar reported we are getting closer to entering into an Intergovernmental Agreement (IGA) with the City of Boardman and the State, regarding building codes/inspections and electrical inspections for Gilliam County. Judge Farrar recently had a meeting with representatives from the State Building Codes Department to discuss finalizing the agreement between all the entities. The State will be working on a draft IGA and hopes to have something back to the Court in 2-3 weeks.

#### **IN THE MATTER OF ADA AND SAFETY UPGRADES TO GILLIAM COUNTY COURTHOUSE**

Jeff Schott, of Pillar Consulting Group, prepared a proposal for design and project management services for several projects in and around the Courthouse. ADA upgrades to 5 existing restrooms, revise entry doors to County administrative offices, revise and/or relocate break room and install vehicle barriers between parking lot and building were included in the proposal and discussed by the Court.

**Motion** by Commissioner Wetherell, second by Commissioner Wilkins, to approve the professional services agreement with Pillar Consulting Group, in the amount of \$39,860, for design and project management services for ADA accessibility and safety upgrades at the Courthouse. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

## **IN THE MATTER OF FAIR BOARD OFFICE WINDOW REPLACEMENT AND RECEIVE FAIR UPDATE FROM CHAIR**

Chris Fitzsimmons, Fair Board Chair presented bids for the window replacement at the Fair Board office. In order to save money, the Fair Board received a bid direct from Arlington Hardware in the amount of \$2,181.60 for windows and \$4,100.00 for installation from Cooper Construction. The Chair also updated the Court on the many projects the Fair Board has completed using their budgeted funds. Some projects are new picnic tables, sound system in beef barn, pig boards, turkey cages, redesigned the storage room, new shelving, and concrete in the pig barn to list a few. The Chair also announced Norie Wright is the new Fair Board secretary.

**Motion** by Commissioner Wilkins, second by Commissioner Wetherell, to accept the material bid of \$2,181.60 from Arlington Hardware and the installation bid from Cooper Construction for \$4,100 for the window replacement project at the Gilliam County Fair Office. Farrar – Yes; Wetherell – Yes; Wilkins – Yes; **Motion Carried.**

## **IN THE MATTER OF GOVERNOR’S REGIONAL SOLUTIONS UPDATE**

Nate Stice, from the Governor’s Regional Solutions office joined the Court meeting via Zoom, along with professionals from Department of Land Conservation and Development (DLCD), Business Oregon, and Travel Oregon. All the organizations asked the Court what economic projects they would like to see happen as communities return to business and offered assistance. On the top of the list were industrial land development, housing and fiber connectivity. During the pandemic the digital divide is more evident than ever and it was reported there are projects already in the works to close the digital divide. The Federal CARES Act has earmarked funds for such projects. In closing Stice commended Gilliam County for their quick action in response to the pandemic which has inspired action in other places.

## **IN THE MATTER OF BURNS PARK-HISTORICAL SOCIETY LAND SURVEY**

The Gilliam County Historical Society (GCHS) property is adjacent to Gilliam County property at Burns Park and the Fairgrounds. As the GCHS began the permitting process for their new exhibit building, they discovered their property line on the east side is unclear. Before they can move forward with permitting and construction, GCHS asked the Court to consider conducting a land survey and possible property line adjustments. A land survey would enable Gilliam County to clarify where the north boundary of the property is located and provide an opportunity to eliminate a decades-old lease with GCHS through a second possible property line adjustment. The County Assessor agreed the survey would benefit the County and clear up issues with the properties in question.

**Motion** by Commissioner Wetherell, second by Commissioner Wilkins, to approve funding a land survey of the Burns Park/Fairgrounds and Gilliam County Historical Society property boundaries in Condon. Farrar – Yes; Wetherell – Yes; Wilkins – Yes;  
**Motion Carried.**

### **IN THE MATTER OF RESOLUTION NO. R2020-21; ADOPTING FY 2020-21 SALARY SCHEDULES**

Judge Farrar opened the salary schedule discussion declaring a conflict of interest, the Weed Control Officer is her father and the Court will be discussing their own cost of living increases. Commissioners Wilkins and Wetherell both declared a conflict of interest noting the Assessor is Commissioner Wilkins' son and the Court will be discussing their own cost of living increases. The FY 2020-21 Salary Schedules have been simplified and condensed. These changes were based on recommendations from the County's auditors that salary schedules should focus on position classifications rather than individual employees to avoid potential errors, and that step increases and longevity pay have already been established through the CBA. The Gilliam County Compensation Board provided the following recommendations to the Court. No adjustments to previous recommendations need to be made; Elected Officials should receive a 2.5% cost of living increase; Elected Officials should receive step changes, following the current schedule, and appropriate for their time served.

**Motion** by Commissioner Wilkins, second by Commissioner Wetherell, to adopt Resolution No. R2020-21 as presented. 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 July 22<sup>nd</sup> at the Memorial Hall, to provide time for the Planning Department to prepare documents and notice the planning hearing.
- Due to the Governor's recent changes in face covering requirements, the Courthouse will be open to the public by appointment only.
- Judge Farrar reported the Tri County Court meeting is scheduled for July 29<sup>th</sup> in Condon. Judge Farrar will email members of Tri County Court to perhaps move the location from the Courthouse to Memorial Hall or via Zoom, due to the social distancing requirements.
- Judge Farrar reported Frontier Telenet passed the budget and has hired a project manager for both the Roosevelt and Cottonwood projects.

- Commissioner Wetherell reported Teri Thalhofer's last day with NCPHD was June 30<sup>th</sup>. She is sad to see her go. Commended the Veterans Officer for a job well done and was impressed with the recent flyer that was mailed. Reported she contacted legal counsel regarding County Court roles and responsibilities.
- Commissioner Wilkins reported the July 16<sup>th</sup> NORCOR meeting will be held via Zoom.

**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 11:39 a.m.

GILLIAM COUNTY COURT

By \_\_\_\_\_

Elizabeth Farrar, Judge

By \_\_\_\_\_

Leslie Wetherell, Commissioner

By \_\_\_\_\_

Sherrie Wilkins, Commissioner

Teresa Aldrich \_\_\_\_\_

Court Administrative Assistant