

7.22.19

Judge Farrar called the regular Gilliam County Court meeting to order at 1 p.m. at the Gilliam County Courthouse in Condon, Oregon. Present were Judge Elizabeth Farrar, Commissioner Leslie Wetherell, Commissioner Sherrie Wilkins, and Mary Dyer, Recorder.

IN THE MATTER OF ADDITIONS/REVISIONS TO AGENDA

Judge Farrar noted the following addition to the agenda.

- Consider approval of an amendment to the Lonerock Bridge Replacement Contract.

IN THE MATTER OF PUBLIC COMMENTS/CORRESPONDENCE

There were no public comments and no correspondence.

IN THE MATTER OF CONSENT AGENDA

Judge Farrar noted that certain items included in the Consent Agenda are contracts pending review by legal counsel (as noted below).

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 and June bills pending review. (Bills through May 1 were approved at the June 18 meeting).
- Approval of June 19 regular meeting minutes.
- Approval of Gilliam County Weed Control Assessment for FY 2019-20. The document serves as notice to the Assessor to include this assessment in the county tax assessment for FY 2019-20.
- Approval of Avangrid Renewables Application for Activity in the county right-of-way. Application is connected to the Montague Wind Power Facility and requests crossing the right-of-way in several locations with overhead power and fiber communications lines.
- Approval of CenturyLink Application for Activity in the county right-of-way. Application requests boring under Rattlesnake Road and placing a 2-inch duct with 24 fiber.
- Approval of a contract with Fire Systems West for an annual inspection of fire systems, pending review by counsel.
- Approval of Amendment 2 to Agreement 32393 between Gilliam County Special Transportation and ODOT. The amendment extends the deadline for Special Transportation to expend funds for new vehicle purchase.
- Approval of services agreement with CAPECO for the senior meal site, contract pending review by counsel.

- Approval of Agreement NO. 33485 between Gilliam County Special Transportation and ODOT for STF funds, pending review by counsel.
- Approval of Agreement No. 33574 between Gilliam County Special Transportation and ODOT for 5310 federal funds.
- Approval of Amendment 1 to Oregon Department of Education - Youth Development Division Intergovernmental Agreement. The amendment increases funding available for local juvenile crime prevention efforts.

IN THE MATTER OF FRONTIER TELENET UPDATE

Judge Farrar reported that the Frontier Telenet Board of Directors approved the proposed budget at a meeting on Wednesday, June 26. She said the board is still considering an RFP for management services. She also noted no progress on new Telecom counsel, although she hopes that general counsel will have more information at the next board meeting. Lastly, Judge Farrar said that the board has received the first of attorney Jim Deason's invoices, for January through April, 2018. Deason indicated he would write off any invoices that weren't submitted by June 30, so there is a question whether the board will pay for the remainder of 2018 and 2019 to date.

IN THE MATTER OF BID FOR COURTHOUSE ROOF REPAIRS

Jeff Schott of Pillar Consulting was present to discuss bids for courthouse roof repairs. He said that bids were received from Brown Roofing (\$234,765) and Weatherguard, Inc. (\$155,660). Schott recommended that the Court issue a Notice of Intent to Award.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to issue a Notice of Intent to Award the contract for the replacement of the courthouse roof to Weatherguard, Inc. per their bid dated July 16, 2019, in the amount of \$150,000. The Intent to Award will become an award of the contract on July 25, 2019, contingent on no challenges received by the county prior to July 25, 2019. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF SPECIAL TRANSPORTATION DISPATCHER

Earlier this year, the County Court approved funding for a new special transportation dispatcher position in the FY 2019-2020 budget. At the May 15 meeting, the Court reached a consensus on the need to hire a full-time dispatcher to help meet the growing administrative needs of the department.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to create the position of full-time special transportation dispatcher, to approve the job description for the position as presented, and to authorize the transportation coordinator and Judge Farrar to coordinate the recruitment process. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF 2019-20 SPECIAL PROJECTS GRANTS

The Court discussed applications for Special Project Grants for north and south Gilliam County.

South Gilliam County: Commissioner Wetherell asked the Court to consider full funding of the City of Condon's request for \$5,000 to purchase a portable stage system for events throughout the community. The review team previously recommended partial funding of \$2,500. The Court agreed with Commissioner Wetherell's suggestion. The Court also discussed Gilliam County Public Library's request for funding to help offset the costs of bringing the Missoula Children's Theater to Condon. Judge Farrar said that library board president Cindy Osterlund indicated that Condon Education Foundation is willing to serve as a sponsor. The Court agreed to amend the request to reflect the addition of Condon Education Foundation as the sponsoring organization and to clarify next year that county entities aren't eligible to apply for grants.

Motion by Commissioner Wilkins, second by Judge Farrar, to accept the South Gilliam County Special Projects grant recommendations as presented with the amendments of full funding of the City of Condon's request for a portable stage at \$5,000, changing the applicant for the Missoula Children's Theatre request to the Condon Education Foundation and full funding of the request at \$1,425, and authorizing Judge Farrar to finalize and sign grant agreements. Farrar – Yes; Wetherell – Yes; Wilkins – Yes.

Motion Carried.

North Gilliam County: Commissioner Wilkins expressed disagreement with the review team's recommendation to deny the Arlington Lions Club's request for funding for a New Year's Eve Ball, which was based on it being a social event. After discussion, the Court agreed that the event should be fully funded.

Regarding Arlington Education Foundation's application, which the review team recommended be denied, Judge Farrar suggested that the Court consider funding since organizations are still transitioning into requirements of the new guidelines. The Court agreed to fully fund, but to clarify guidelines that going forward, funds will not be used to build reserves, but to instead leverage additional funds through fundraising events and other activities.

Rod McGuire was present to discuss the Woolery Project's application. Commissioner Wilkins proposed that the Court award \$10,000, the first part of the request, to help with the cost of tent rental for the organization's Oktoberfest fundraising event. The Court agreed.

The Court discussed the second part of the Woolery Project's application and decided that the request, which is operational, would more appropriately be submitted in the fall grant cycle.

Motion by Commissioner Wilkins, second by Commissioner Wetherell, to approve North Gilliam’s Special Projects grants to the applicants as recommended by the review team, with the amendments of \$20,000 to the Arlington Education Foundation \$4,400 to the Arlington Lions Club, \$10,000 to the Woolery Project for Oktoberfest; and to authorize Judge Farrar to finalize and sign grant agreements. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF APPOINTMENT OF ADMINISTRATIVE ASSISTANT

Judge Farrar reported that the interview committee interviewed five candidates, and an offer was made to the preferred candidate. The candidate accepted, but asked to begin at Step C, \$41,300. Judge Farrar said she adjusted the offer to reflect that change, which will be included in a discussion regarding the Salary Schedule later in the meeting.

IN THE MATTER OF LONEROCK BRIDGE REPLACEMENT PROJECT

Roadmaster Dewey Kennedy told the Court that preliminary fieldwork for the Lonerock Bridge project uncovered a substantial archeological site within the footprint of the bridge. The Army Corps of Engineers and senior archeologists will do an assessment to determine the nature of the site and any possible mitigations. The cost of additional Cultural Resource Investigation work is estimated at \$18,700, which will push the project cost above the \$250,000 procurement threshold.

The Court made the following findings:

- The County has determined that the amendment to the contract with Anderson Perry for additional engineering and archaeological services is within the scope of the initial solicitation document the Request for Proposals for Design and Engineering Services for the Lonerock Bridge Replacement Project.
- The County further determines that the amendment would not materially impact the field of competition for the engineering services described in the initial solicitation document the Request for Proposals for Design and Engineering Services for the Lonerock Bridge Replacement Project.

Motion by Judge Farrar, second by Commissioner Wetherell, to approve the proposed amendment to the contract with Anderson Perry for certain archeological services described in the amendment. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF CONTRACT WITH HIGH DESERT WRITING SERVICES

Judge Farrar recommended that because the new administrative assistant’s job description includes taking minutes, the contract with High Desert Writing Services should be terminated as of Sept. 1. After a brief discussion, the court agreed to maintain

a revised contract to include Planning Commission minutes and to eliminate a requirement for liability insurance. Judge Farrar will present the revised document for approval at the next meeting.

IN THE MATTER OF AMBULANCE SERVICES REQUEST

Emergency Services Manager Chris Fitzsimmons presented a bid for 10 APEX portable radios to assist South Gilliam County Ambulance and North Gilliam County Medic with radio coverage.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to accept a July 1, 2019 bid from Motorola for 10 APEX 4000 portable radios in the amount of \$29,413.30 for North Gilliam Medic and South Gilliam County Ambulance. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF RESOLUTION 2019-06

Motion by Commissioner Wilkins, second by Commissioner Wetherell, to adopt Resolution 2019-06 declaring the 1999 Ford Taurus as surplus equipment, and directing that the vehicle be disposed of via sale by sealed bids or public auction with a minimum bid of \$500. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF SALARY SCHEDULES FOR FY 2019-20

Motion by Judge Farrar, second by Commissioner Wilkins, to approve the 2019-20 salary schedule for the Sheriff's Office as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to approve the Fiscal Year 2019-20 Salary Schedule for non-represented employees as presented. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

Motion by Commissioner Wilkins, second by Judge Farrar, to approve the Fiscal Year 2019-20 Salary Schedule for represented employees with the amendment that the deputy treasurer be moved to Step D with a credit of 2.2 years. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

Motion by Commissioner Wetherell, second by Commissioner Wilkins, that benefits for elected officials be calculated based on a 40-hour workweek as of July 1. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF PURCHASE OF WHEEL LOADER FOR ROAD DEPARTMENT

Roadmaster Dewey Kennedy requested approval to purchase a 2015 Caterpillar 938M wheel loader. Judge Farrar said that after review, county counsel advised that a formal

procurement process isn't required due to the difficulty of finding comparable estimates for used equipment. Kennedy has contacted three potential sellers, as required. With that documentation, it is appropriate to move forward with the purchase.

Motion by Commissioner Wetherell, second by Commissioner Wilkins, to approve the bid from Western States for the purchase of a 2015 Caterpillar 938M wheel loader in the amount of \$170,250, funds to come from the Road Department Equipment Replacement Fund 223-100; and to trade in the 2004 Caterpillar 430D for \$35,000. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF COURTHOUSE AND SHUTLER STATION PARKING LOTS

Dewey Kennedy was present to discuss the situation with deteriorating asphalt on Shutler Station parking lot and roadways, and the courthouse parking lot. He recommended that the Court consider applying a MicroCoat sealer. Three companies were contacted, and Kennedy recommended that the Court accept a bid submitted by Sierra Santa Fe of Ridgefield, Washington in the amount of \$9,422 for work at the courthouse and \$45,361 for Shutler Station. The road department will do preliminary work.

Motion by Commissioner Wetherell, second by Commissioner Wilkins to approve the bid from Sierra Santa Fe to apply MicroCoat to the parking lot of the courthouse in the amount of \$9,422; and the parking lot and roadways of Shutler Station in the amount of \$45,361, and to authorize Judge Farrar to determine the appropriate line item. Farrar – Yes; Wetherell – Yes; Wilkins – Yes. **Motion Carried.**

IN THE MATTER OF MCCOG BUILDING CODE RESERVES

Judge Farrar told the Court that representatives from Gilliam, Sherman, Wasco and Wheeler Counties met earlier this month to discuss and negotiate the distribution of the MCCOG building code reserves of \$3.9 million. After discussion, the group agreed to pass a resolution stating the distribution of the reserve funds must be agreed to by all four counties, but no method of calculating the appropriate distribution was determined. Wasco County proposed the following distributions: Wasco County, 80 percent; Gilliam and Sherman, 10 percent each; and no distribution for Wheeler County. Since that time, Wheeler County has requested 3 percent of the reserves, which was included in the State's recommendation for distribution.

After discussion, the Court agreed to reject the 10 percent suggested by Wasco County, and to request 15 percent. The Court discussed a possible floor of 13%, but agreed to allow the Judge to negotiate. The Court also agreed to support Wheeler County's request for 3 percent, and to support Sherman County's decision, which is unknown at this time.

IN THE MATTER OF COURT MEMBER REPORTS

Commissioner Wetherell:

- attended a meeting of North Central Public Health District. Topics of discussion included building improvements and the possibility of electrical shut offs during fire season.
- attended a meeting of the Gilliam County Road Advisory Committee. Several matters were discussed, including the need to increase funding for the road department, and to reimburse the department for assistance with fires.
- noted that the recent gathering with METRO representatives went well.

Commissioner Wilkins:

- attended a meeting regarding MCCOG building code reserves on July 8.
- is working with Jeff Schott and Nannette Lawrence regarding repairs on the Ardent Mills building. Bids have been submitted for roof repair, exterior doors, and concrete steps.
- plans to attend a meeting of the NORCOR Board of Directors tomorrow, July 20.
- plans to attend the Tri-County Court meeting next week.

Judge Farrar:

- briefly mentioned PERS reform, which was discussed earlier in the meeting. She will ask Nathan Hammer to represent management and to keep the Court updated. Judge Farrar will not be involved in those discussions due to a potential conflict of interest.
- a group has been formed in Condon to discuss rural revitalization, which will probably be expanded to include Arlington.
- noted that Thompson Bros. Construction has requested to terminate the lease of the concrete batch plant.
- reported that Brian Walsh of Avangrid has asked if the county is interested in establishing a RRED zone, an enterprise zone specific to energy projects. The Court agreed to schedule a work session at 8 a.m. on Aug. 7, prior to the regular Court meeting.

IN THE MATTER OF ANNOUNCEMENTS

Judge Farrar noted the following:

- The Frontier Telenet Board of Directors will meet at the Gilliam County Courthouse next Wednesday, June 24, in Condon, 1 p.m.
- The Tri-County Court will meet at the courthouse the same day, June 24, at 10 a.m.
- DLCD will be in Condon June 25-26.

Jan Moffit was in the audience and requested an update on the Juvenile Court matter. Judge Farrar said no decision has been made and public comment continues.

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 11:57 am.

GILLIAM COUNTY COURT

By _____

Elizabeth Farrar, Judge

By _____

Leslie Wetherell, Commissioner

By _____

Sherrie Wilkins, Commissioner

Mary H. Dyer/Recorder _____