

Gilliam County Court  
Regular Meeting  
6/19/2019

Judge Farrar called the regular Gilliam County Court meeting to order at 1 p.m. at the Gronquist Building in Arlington, Oregon. Present were Judge Elizabeth Farrar, Commissioner Leslie Wetherell, Sandy McKay, Court Administrator; and Mary Dyer, Recorder. Commissioner Sherrie Wilkins was absent.

**IN THE MATTER OF PUBLIC HEARING: 2019-05 SUPPLEMENTAL BUDGET**

Judge Farrar opened the public hearing at 1:00 p.m., noting that the purpose of the hearing was to adopt a supplemental budget and make appropriations, FY 2018-19.

The items to be considered are:

- Fund 101: General Fund/Family Services in the amount of \$30,000 -- budgeting funds to balance expenditures for youth work programs.
- Fund 101: General Fund/Health Department, in the amount of \$106,700 -- budgeting to identify receipt and disbursement of additional Oregon Health Authority funds in excess of budget.
- Fund 203: General Road Fund, in the amount of \$100,000 -- budgeting increased costs due to low materials cost estimate.
- Fund 207: Parks Department, in the amount of \$13,000 -- budgeting increased revenue and costs as a result of long-term renters at Burns Park.
- Fund 233: Chemical Waste Management Host Fees, in the amount of \$10,000 -- budgeting increased receipts and turnover to Arlington for CMW fees
- Fund 310: Assessment and Taxation Fund, in the amount of \$14,600 -- budgeting greater collection of Assessment and Taxation fees
- Fund 310: Assessment and Taxation Fees, in the amount of \$13,200 -- budgeting greater amount collected for housing fees.

Treasurer Nathan Hammer was present to answer questions. He explained that the supplemental budget consists primarily of unanticipated expenses.

There were no public comments. Judge Farrar closed the public hearing at 1:05 p.m.

**MOTION** by Commissioner Wetherell, second by Judge Farrar, to approve supplemental budget Resolution 2019-05, adopting supplemental budget and making appropriations Fiscal Year 2018-19. Farrar – Yes; Wetherell – Yes; **Motion Carried**

**IN THE MATTER OF ADDITIONS/REVISIONS TO AGENDA**

Judge Farrar noted that Commissioner Wilkins was absent due to the death of her mother. The following agenda items will be postponed until the July 17 meeting:

- Consider approval of dispatcher job description, transportation department
- Discussion regarding juvenile court jurisdiction
- Consider surplus of 1999 Ford Taurus; Resolution No. 2019-05

- Consider approval of FY 2019-20 salary schedule
- One Special Projects grant will be discussed today, the rest when Commissioner Wilkins is present.

The following item will be added to the agenda:

- Consider severance for Court Administrator

### **IN THE MATTER OF PUBLIC COMMENTS**

There were no public comments.

### **IN THE MATTER OF CORRESPONDENCE**

From Les Ruark of Rock Creek: Request that the court delay taking action today on agenda items concerning Chief of Staff hiring procedures and juvenile court jurisdiction to allow additional time to receive and consider additional public comment in both matters. Judge Farrar noted that a discussion concerning juvenile court jurisdiction has already been postponed. A discussion regarding Chief of Staff hiring procedures will continue as planned.

### **IN THE MATTER OF CONSENT AGENDA**

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

The Consent Agenda included the following:

- Approval of June 5 regular meeting minutes
- Approval to apply for Juvenile Crime Prevention Grant
- Approval of IGA with Oregon Health Authority for Community Developmental Disabilities Services
- Approval of Community Counseling Solutions Service Agreement
- Approval of letter of support for Gilliam County Historical Society fundraising efforts
- Approval of Gilliam County Continuity of Government Plan
- Approval of LS Networks Application for Activities in Gilliam County Rights-of-Way
- Approval of Property and Liability insurance policy annual updates

### **IN THE MATTER OF FRONTIER TELENET UPDATE**

Judge Farrar reported that a budget hearing was held last week. The board will consider adoption of the proposed budget at a meeting on Wednesday, June 26 at 1 p.m. in Fossil. Other matters for consideration include approval of proposals for repairs at the Roosevelt site, an update on the Cottonwood tower site, and a follow-up on an independent system audit.

### **IN THE MATTER OF CHIEF OF STAFF HIRING PROCEDURES**

Judge Farrar noted that changes to the Chief of Staff Hiring Procedures, Position Profile, and Revised Job Description presented at the last meeting are very minor and include two changes in scheduling: The Court will review applications and narrow the field down to three candidates or less on Aug. 7, not Aug. 9 as originally stated. The date for actual interviews has been changed from Aug. 19 to Aug. 21. Farrar also noted that the original procedures including allowing department heads to sit in on interviews and that provision has been removed.

**Motion** by Commissioner Wetherell, second by Judge Farrar, to adopt the Hiring Procedures, Position Profile, and Revised Job Description for the position of Chief of Staff as presented. Farrar – Yes; Wetherell – Yes; **Motion Carried.**

### **IN THE MATTER OF NORTH AND SOUTH SPECIAL PROJECTS GRANTS**

The Court discussed Gilliam County SWCD's request for funding to help convert the vacant lot on Main Street in Condon into a park, which they hope to have in place by the Fourth of July. The review team recommended full funding for the project with the condition that the SWCD provide written confirmation from the City of Condon that the project has approval from the City Planning Commission and Historical District Committee prior to release of funds. Judge Farrar noted that approval has been received.

**Motion** by Judge Farrar, second by Commissioner Wetherell, to grant Gilliam County SWCD a Special Project grant from the south end pool in the amount of \$20,000 for the Main Street park project. Farrar – Yes; Wetherell – Yes; **Motion Carried.**

The remaining grant applications will be discussed at the July 17 court meeting.

### **IN THE MATTER OF OMEGA MORGAN LEASE AGREEMENT**

In summary, Omega Morgan has requested a reduction in the acreage of their Shutler Station property lease as is allowed in the agreement -- 12.5 acres located on the east side of Highway 19 will be removed. Omega Morgan hasn't yet reviewed the amendment, and there may be requested revisions on their end. In order to ensure the amendment can be signed by June 30, it may be necessary to approve the draft document with direction for legal counsel to make any final adjustments that may be necessary.

**MOTION** by Commissioner Wetherell, second by Judge Farrar, to approve the amendment subject to revisions deemed necessary and appropriate by legal counsel. Farrar – Yes; Wetherell – Yes; **Motion Carried**

### **IN THE MATTER OF EXTENSION OF WATER PURCHASE AGREEMENT**

In summary, Keven Haguewood has asked to exercise the six-month renewal clause of his water purchase agreement at Shutler Station. Renewal would extend the agreement for a period beginning July 1, 2019, and ending December 31, 2019.

**MOTION** by Judge Farrar, second by Commissioner Wetherell, to extend the water purchase agreement with Keven Haguewood for a period of six months and to direct legal counsel to draft the necessary document to amend the current agreement.

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

### **IN THE MATTER OF SEVERANCE FOR ADMINISTRATIVE ASSISTANT**

The court discussed severance for the court administrator Sandy McKay, noting that the county has never laid off an employee before and there is no precedent in place. Judge Farrar suggested that granting half of the earned sick leave, which is offered to employees upon retirement, would be appropriate. In response to a question by Commissioner Wetherell, Nathan Hammer commented that 600 hours is the maximum payout allowable, although that isn't an issue in this case. Judge Farrar also noted that McKay has only one session remaining to complete County College, and that tuition has already been paid; suggested that travel expenses be paid to allow McKay to complete the certification.

**MOTION** by Judge Farrar, second by Commissioner Wetherell, to authorize legal counsel and Judge Farrar to finalize a severance agreement with the court administrator that includes a payout of half of earned sick leave and to also cover expenses for completion of County College. Farrar – Yes; Wetherell – Yes; **Motion Carried.**

### **IN THE MATTER OF COURT MEMBER REPORTS**

Commissioner Wetherell:

- attended a meeting of the North-Central Public Health District last week.
- will attend today's meeting of the newly formed Gilliam County Road Committee.

Judge Farrar:

- noted that a meeting to resolve issues surrounding the MCCOG building code reserves has tentatively been scheduled for July 8.
- met with Brian Walsh of Avongrid regarding the company's interest in creating an enterprise zone designated for energy development in rural areas. He has asked if the court would be interested in discussing the matter. Judge Farrar suggested holding a work session where the court can learn how the enterprise zone would work, and the potential implications for the county.
- noted that Planning Director Michelle Colby has asked if the court is interested in a "Planning 101" informational session similar to that provided by Juvenile Director Amy Nation.
- noted that she received a letter from the Department of Water Quality regarding (TMDF) Total Maximum Daily Flow regarding water temperature in the John Day

Basin. SWCD has volunteered to help with a Tri-County plan that involves Gilliam, Sherman, and Wheeler Counties.

- said that Roadmaster Dewey Kennedy has requested bids to seal the courthouse parking lot and the lot at Shutler Station. Bids have been received, and the matter will be discussed at the July 17 meeting.
- reported that the administrative assistant position closed yesterday, with five applications received. Interviews will be held in July.

## **IN THE MATTER OF ANNOUNCEMENTS**

Judge Farrar noted the following:

July 17: Regular meeting of the Gilliam County Court, Condon.

July 26: Frontier Telenet meeting, Fossil.

July 27: Portland Metro tour and meeting, Waste Management, Arlington.

July 24: Tri-County Court Meeting, Condon.

## **IN THE MATTER OF ADJOURNMENT**

It appearing to the court that there was no further business to be conducted at this time and no additional matters to be considered, Judge Farrar adjourned the meeting at 1:30 p.m.

## **GILLIAM COUNTY COURT**

By \_\_\_\_\_

Elizabeth Farrar, Judge

By \_\_\_\_\_

Leslie Wetherell, Commissioner

By \_\_\_\_\_

Sherrie Wilkins, Commissioner

Mary H. Dyer/Recorder \_\_\_\_\_