

12-17-2014

Judge Shaffer called the regular Gilliam County Court meeting to order at 9:05 am. The meeting was held at the Arlington Municipal Building, Arlington, OR. Court members present were: Judge Steve Shaffer, Commissioner Dennis Gronquist and Commissioner Michael Weimar. Absent: None

IN THE MATTER OF ADDITIONS TO AGENDA

1.7 Community Counseling Solutions; unable to attend meeting ~ *tabled*

3.4 Addition: Resolution 2014-21 RE: Making appropriations for Family Services and Juvenile Services grant revenues and expenditures

IN THE MATTER OF WORK SESSION CONTINUE RE: DISCUSSION ON LONG RANGE FINANCIAL PLANNING

Present for the work session in addition to the Court members were Gilliam County Treasurer, Danelle Wetherell; Port of Arlington Manager/Economic Development Officer, Peter Mitchell and Arlington School District Superintendent, Kevin Hunking. Judge Shaffer distributed a document for information purposes only. Judge Shaffer referred to a worksheet outlining the County's debt. The document proposes the County pay off the loan for the now Ardent Mills Building in the next three years and outlines how that would take place beginning with an additional payment this fiscal year. It was proposed that at the time the debt with the State of Oregon is satisfied, directing a portion of the Ardent Mills lease payments to the general fund; discussion took place. Commissioner Gronquist commented the first goal of the County should be to reduce debt, and is in favor of this direction. No objections to the Court taking measures to reduce debt first and foremost. It was noted the financial commitment to Arlington Community Center is anticipated to be allocated in the 2015-16 fiscal year now. A spreadsheet outlining funding priority categories and percentages set aside for those categories including livability/quality of life (45%), infrastructure (20%), economic development (20%) and strategic reserve (15%) over the next several years was reviewed. Reviewed proposed general fund budget cuts and suggestions as to where the cuts may be made over the next three years. Discussion took place on the matter that the current budget reflects a transfer in the amount of \$800,000 from SIP discretionary to balance the general fund. Judge Shaffer suggested the amount budgeted for contingency be reduced by \$200,000 in the next budget. The amount budgeted for contingency and how the figure is determined was discussed. It was stressed the documents being reviewed are for informational purposes only; the County Court will review and make budgetary decisions annually. List of current funding commitments was reviewed. At the direction of the Judge, Court Administrator Leanne Durfey assigned the projects from the County's strategic plan to the three funding priority categories livability/quality of life, infrastructure, and economic development for the Court to consider when making funding decisions and considering the percentage allocated to each. It was noted there are a lot of projects in the strategic plan and at the time of the development of the plan there was no assumption that the County should fund all of the projects listed. Judge Shaffer asked the Commissioners to think about process in which SIP discretionary funds shall be allocated considering should the Court continue to fund projects as it has in the past or look at funding projects listed in the strategic plan and placed under the priority categories. Discussion took place on the allocation of SIP funds in the last couple of years; the process has included select entities have been identified and asked to submit a letter of request to the Court for consideration at budget time. Discussion took place with no decisions made on the matter of sending letters to specific entities versus creating a different process. It was suggested to place a cap on the amount that will be allocated from each funding priority category. It was noted the Court has some tough decisions ahead based on funds available, allocation under priority

categories, projects listed under the funding categories and the continual funding of entities that have come to rely on the County. Commissioner Gronquist commented it will be very difficult to fund a new program/project at this time especially if there is potential for it to come back annually to the County as there are entities that rely on the County now for annual sustainability. In the interest of time Judge Shaffer proposed the work session discussion continue at the second meeting of January. Judge Shaffer asked the Commissioners to review the projects listed from the strategic plan and identify which would be a funding priority for the County. Commissioner Weimar commented continual funding for schools is a huge concern. Mr. Mitchell commented the Port of Arlington as an economic engine for the County would prefer a steady funding stream from the County stating it takes time to develop projects however if the Court wishes to fund the Port to work on specific projects the Port will request funds with that approach and asked the Court to provide direction.

In response to Wetherell's question about making an extra payment toward the Ardent Mills building this fiscal year; it was **Consensus** of the Court to direct Wetherell to begin the supplement budget process to consider appropriation of funds towards debt payment.

IN THE MATTER ARLINGTON TV COOP RE: PLANS FOR INTERNET & CABLE TV

Arlington TV Co-op Board member Alan Cunningham and employee John Neys were present to provide an update to the Court on the TV Co-op's Fiber plan. Cunningham stated since the last appointment with the Court a business plan has been drafted for the fiber project. Cunningham provided a summary of the project referring to the business plan stating phase one is to establish a HUB in Arlington and then run fiber lines directly to homes and businesses in Arlington. It was explained the fiber would be run to each home/site and then typically the resident would run a wireless system inside the residence. Cunningham stated the Co-op has plans of offering a bundled package of TV, Internet and phone at competitive rates. Cunningham commented in additional surveying of the residents it appears many people are electing to have cell phones only so the Co-op is looking at outsourcing the phone option. Judge Shaffer stated it is important to have fiber connectivity in Gilliam County however he is concerned with the direction technology may take and the necessity of running fiber to every home. Cunningham commented the creation of the HUB will allow the TV Co-op to be able to expand services beyond Arlington, increasing its service area. Commissioner Gronquist commented he has concerns knowing the TV Co-op has had difficulties in the past. Cunningham stated the project is a likely candidate for a USDA loan and potential for USDA grant funding, it is a \$1.9 million dollar project. Discussion took place on the feasibility of a USDA grant and ineligibility if there is already a service provider in the area. Port of Arlington Manager/Economic Development Officer, Peter Mitchell whom has been working with the TV Co-op commented the Co-op currently qualifies for USDA loan funding as long as funds are available. Cunningham stated the location of the HUB will be next to the new fire station. Cunningham stated the TV Co-op is looking for funding assistance from the County to repay USDA loan sooner. Judge Shaffer encouraged the TV Co-op to bring their proposal to Frontier Telenet of which the County is already a partner and whose focus is broadband to determine if there is any coordination that can take place between the organizations. Mitchell responded stating he has had conversations with Rob Myers and Frontier Telenet is not in the retail businesses so the TV Co-op's plan would be compatible with their efforts. In response to Commissioner Gronquist question Cunningham stated the TV Co-op Board unanimously made the decision to move forward with the fiber project at its last meeting. Cunningham was asked to bring a formal request to the Court in the beginning of 2015. Cunningham was thanked for the update.

IN THE MATTER OF WEED CONTROL OFFICER STAFF REPORT

Weed Control Office, Don Farrar distributed a copy of his activity report. Report included the following:

- Ferry Canyon and 30 Mile weed grants are finished.
- Lower John Day River weed grant final report is due April 2015.
- Shutler Station Industrial Park, rail spur and inside locked area have been treated for summer annuals.
- Some County roads and rock pits were hand weeded.
- In the process of securing a railroad contract for Skeleton Weed.
- State Park contract concluded in October.
- Bureau of Land Management (BLM) contract for Tamarisk concludes at the end of the calendar year.
- Secured new five year contract with Bonneville Power Administration (BPA).
- Attended training and received credit hours through Oregon Vegetation Management Association (OVMA).
- Will be purchasing more grass seed.
- In the last year of a five year Chemical Reduction Plan with Oregon Department of Transportation (ODOT). The goal was 25% chemical reduction along state highways, which has been met and exceeded over the course of the five year plan.
- Several new sites of Skeleton Weed have been detected in the north end of the County. Bio control measures have been started.
- Finishing reports for BLM.
- Repairing equipment.
- Bare ground chemical has been ordered for 2015; due to lack of storage chemicals are ordered in small and more frequent quantities.
- Starting to reseed County road cut banks.
- Received a complaint from a landowner about trees on Rock Creek.
- New weed grant for Lonerock and Rock Creek areas.

It was noted by Court Administrator Leanne Durfey that this is most likely the last time the Court will have Mr. Farrar at a meeting prior to the Weed Assessment letters being sent so this would be the time to discuss any potential changes to the assessment. . Farrar said he does not plan to propose an increase to the assessment. Farrar was thanked for the report.

IN THE MATTER OF COLUMBIA HILLS MANOR RE: PROPERTY TAXES

Columbia Hills Manor, Inc. Board member Nancy Proctor and project manager Tiah Devin were present to discuss the matter of tax exempt status. Judge Shaffer stated Assessor Dave Messenger is unable to attend the meeting today adding several conversations have been had with the Assessor and legal counsel about the process in which to move forward with Columbia Hills Manor's (CHM) request for tax exemption status. Statute was referred to, according to statute 307.543 exemption limited to levy of governing body adopting ORS 307.540 to 307.548; the exemption provided by ORS 307.541 shall apply to the tax levy of all taxing districts in which property certified for exemption is located when, upon request of a governing body that has adopted the provisions of ORS 307.540 to 307.548, the rates of taxation of such taxing districts whose governing boards agree to the policy of exemption under ORS 307.540 to 307.548, when combined with the rate of taxation of the governing body that adopts the provisions of ORS 307.540 to 307.548, equal 51 percent or more of the total combined rate of taxation on the property certified for limited assessment. It was explained after this portion of the statute is addressed the County can continue with the tax exemption process. It was stated if CHM is granted tax exemption, statute states that CHM will need to file an application for exemption with the County for each assessment year (annually). Devin conveyed her concerns with CHM having

to request tax exemption status annually. Devin commented CHM is not allowed to use any revenues to pay property taxes as a regulation of the grant received. Devin commented she thought tax exemption status was filed with the federal government but will need to research the matter more. It was stated CHM had a deadline of December 1st to apply to the County to request tax exemption and the County now has until April 1st to complete the process. It was explained that ideally CHM would have requested tax exemption prior to the facility being built and the County is trying to find the easiest avenue for the process to proceed and the mention of a federal tax exemption process is new news to the Court.

Commissioner Gronquist stated CHM has an estimated \$17,000 tax liability, and apparently has no means to pay the taxes. Discussion took place on CHM inability to pay their tax liability and daily interest accruing. It was suggested the funds could be deducted from the \$1.3 million dedicated funds for CHM Community Center. It was noted the County can only relieve CHM of its proportion liability to the County; the County can't relive the tax liability to the other districts. Discussion took place.

Motion by Commissioner Gronquist, seconded by Commissioner Weimar for the County to pay Columbia Hills Manor, Inc. tax liability for 2014. Shaffer – Yes; Gronquist – Yes; Weimar – Yes;
Motion carried.

Devin will pursue the tax exemption status through the Federal government and in reviewing the tax bill the City of Arlington and Gilliam County would meet the 51% benchmark required in statute and she will look into moving the process forward.

IN THE MATTER OF WASTE MANAGEMENT QUARTERLY REPORT

Waste Management Senior District Manager Alan Anderson provided an update. Anderson distributed a summary which highlighted the following for fourth quarter to date:

- Columbia Ridge fourth quarter volumes are up 3.7% compared to 2013 and up 5.7% year to date compared to 2013
- Chemical Waste Management fourth quarter volumes are down 78.3% compared to 2013 and down 48.35 year to date compared to 2013. It was explained 2013 numbers were uncharacteristically high due to the Umatilla Depot closure activity however the activity resulted in a great year.
- Chemical Waste looks more promising for next year, new projects coming from Alaska.
- Waste Management has hired a sale representative stationed in the Midwest to work on customer needs/recruitment.
- Safety no issues/concerns to report.
- Boeing dredge project up and running, slated to conclude in January.
- 2015 has multiple projects on the horizon.
- Metal recycling project ongoing.
- Three positions need to be filled at Arlington: supervisor/equipment operator and welder. Last quarter report included the need to fill six positions, three have been filled. New district manager has been hired, Kip Eagles. Continuing to work with Holly Frances at Mid-Columbia Council of Government on recruitment to fill the positions.
- Organizing an employee appreciation event for January 2015.
- Commissioner Weimar commented on the mud residue from the trucks and trailers. Commissioner Gronquist responded stating the weather conditions this time of year attribute to the situation, it happens every year. Mr. Anderson was thanked for the report.

IN THE MATTER OF RESOLUTION 2014-21 RE: MAKING APPROPRIATIONS FOR FAMILY SERVICES AND JUVENILE SERVICES GRAND REVENUES AND EXPENDITURES

Treasurer Danelle Wetherell summarized the need for the resolution. It was explained the grant funds were anticipated to have gone to the HUB however the HUB is not established yet and the funds came directly to the County. The funds were not anticipated or budgeted for.

Motion by Commissioner Gronquist, seconded by Commissioner Weimar to adopt Resolution No. 2014-21 Making Appropriations for Family Services and Juvenile Services grant revenues and expenditures specifically: Healthy Start grant revenue/expense \$35,357; Healthy Start Medicaid grant revenue/expense \$25,000; Family Support revenue/expense \$2,500; and Great Start grant revenue/expense \$13,582 and Youth and Community grant revenue/expense \$50,000. Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

IN THE MATTER OF AMENDMENT NO. 09 TO 2013-15 AGREEMENT NO. 141410 WITH OREGON HEALTH AUTHORITY FOR THE FINANCING OF COMMUNITY ADDICTIONS AND MENTAL HEALTH SERVICES

Tabled; the amendment has not been discussed with Community Counseling Solutions Director Kimberly Lindsay as she was un-expectedly able to attend the meeting today.

IN THE MATTER OF PORT OF ARLINGTON QUARTERLY REPORT

Port of Arlington Manager/Economic Development Officer Peter Mitchell, distributed a picture of what the two billboards along I-84 will look like. The cost for each billboard is approximately \$500-\$600/month and Mitchell stated Arlington Community Chamber and the local businesses in Arlington are endorsing the billboard project. Mitchell distributed and summarized quarterly report. Highlights included:

- Port of Arlington's East Condon position has been filled by Aaron Fitzsimmons.
- Island Park and Marina update. Boat ramp closed until April 1, 2015 due to construction project. Boaters can use the old ferry landing or LePage Park or Three Mile Canyon.
- Arlington Mesa Industrial Park. Working on business recruitment and in the process of the industrial park being Oregon 'certified'.
- Shutler Station Industrial Park. An application was submitted and not selected for a Connect Oregon V Grant for the rail cross over at Shutler Station however additional funds have become available so there is a slight chance this project could be reconsidered.
- Economic Development. The Port's small business assistance program has helped approximately ten businesses in various capacities. Mostly the program has offered business plan assistance. The Port is partnering with City of Arlington in its marketing strategy efforts. Mitchell is involved with a couple of groups in the Condon area (brewery and commercial kitchen).
- Port has been approached by Condon School District about the grade school building. The Port has not made a commitment at this time, doing due diligence first.
- Willow Creek. The Port and Corps of Engineers have signed an agreement settling the long dispute over the barge dock permits. The Port is working on carrying out the conditions of the agreement, specifically to remove the pilings from the river.

In response to Commissioner Weimar's question Commissioner Gronquist commented the truck and poles on the eastside of the highway belong to Columbia Basin. Commissioner Gronquist stated Columbia Basin asked about storing some materials/equipment while they are in the process of replacing equipment. In response to Judge Shaffer's question there is a full Port of

Arlington Board, no vacancies at this time. Discussion took place, it was noted the Board of Director positions serve a specific geographic area and there is no at large position on the board. Judge Shaffer thanked Mitchell for making an effort to meet with him on a regular basis (about once a month, just stops in at the Judge's office) as it is greatly appreciated.

Judge Shaffer provided an update on the Umatilla Water Basin project in the Hermiston area and commented there has been some difficulty in obtaining a permit to access water from the Columbia River; essentially the water/irrigation project could create many jobs if successful. Mitchell stated Umatilla like Arlington has a historic water right to the Columbia River and it is a matter of what type of water right each has and the restrictions associated with the water right. Judge Shaffer encouraged Mitchell to follow Umatilla's situation. Judge Shaffer stated regional solutions is offering assistance on the project for the area and added if the project is not successful the fiber project for Gilliam County could be elevated for the region. Mitchell was thanked for the report.

IN THE MATTER OF CONTRACT WITH ARLINGTON SCHOOL DISTRICT NO. 214-15

It was noted Family Services Coordinator Teddy Fennern has reviewed the contract and recommends that it be approved as there are no major changes.

Motion by Commissioner Weimar, seconded by Commissioner Gronquist to approve contract with Arlington School District No. JUV#214-15 RE: Tutoring Program. Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

LUNCH the County Court recessed for lunch at 12:01 p.m. and reconvened at 1:23 p.m.

IN THE MATTER OF ROAD DEPT. WAREHOUSE PROJECT UPDATE

Pillar Consulting Group Jeff Schott, project manager for Road Department Warehouse project provided a project update. The insurance company is covering the cost to replace the road department warehouse. Noted the plans need to be submitted to the City of Condon for approval. Schott asked for direction on the lean-to Kennedy would like added to the structure. The lean-to will be approximately 72'x36' and a cost opinion has not been done, a rough estimate is approximately \$100,000. Schott commented it is his understanding the insurance company will cover the cost to replace the building however the lean-to will be at the expense of the County. Schott recommended if the County is considering the lean-to to have the lean-to added as an alternate and expressed concerns if the lean-to was to be done at a later time including economics, issues with lining up additions etc. Commissioner Gronquist commented it would be better to have it done all at once. It was suggested the funding for the lean-to to be paid from capital projects.

Motion by Commissioner Gronquist, seconded by Commissioner Weimar to add the lean-to approximately 72'x36' as an alternate to the Road Department Warehouse project. Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

IN THE MATTER OF GRAIN LABORATORY ADVISORY BOARD RE: LAB OPERATIONS

Grain Laboratory Manager Nathan Hammer and Grain Lab Advisory Board member Jeff Schott were present to discuss lab operations. Noted Commissioner Weimar serves on the Grain Lab Board along with Jordan Maley and Doug Engle (both not in attendance). It was noted Nathan will conclude his lab manager position at the end of the calendar year when he begins his new position with the County as County Treasurer. Hammer began the discussion with offering to

assist and/or fill in at the lab as needed. Staffing was discussed. Grain lab expense and revenue summary was referenced noting the County has subsidized the lab since its inception. Schott offered two views to assess the lab, one financial and secondly the betterment to the County (value-added). Commissioner Gronquist commented the concept was good, it just did not work. Lab clientele including local Oregon State University Extension agent was discussed. In Hammer's opinion the regular customer (Arden Mills) can probably do the testing the lab does themselves. The lab is not equipped for what the lab is currently doing Nathan commented as the lab was set up to assist a flour mill. The Lab was funded by a grant from the Economic Development Administration (EDA) there are conditions for discontinuing use of the lab. Agreement with EDA states if the building is not used for initial purpose for at least a duration of 20 years then the grant is to be repaid based on a formula the rough estimate to be paid back at this time would be approximately \$600,000. Discussion took place on annual subsidy to operate lab (estimate \$120,000), option of repaying grant, the premises of lab and at the time identity preservation efforts being pursued by Columbia Plateau Growers Inc. versus current utilization of the lab. Judge Shaffer commented he agrees with Commissioner Gronquist about the need to make a decision to continue the lab in its current capacity. Judge Shaffer will contact EDA and request in writing the options the County has.

IN THE MATTER OF COUNTY COMMITTEE APPOINTMENTS/REAPPOINTMENTS

Motion by Commissioner Gronquist, seconded by Commissioner Weimar to reappoint the following:

- Budget Committee: Paul Barnett to a three year term.
- Compensation Board: Gary Miller and Walter Powell each to a one year term.
- Cultural Coalition: Boyd Harris, Kari Keown and Betsy Korb each to a three year term.
- Fair Board: Marta Mikkalo to a three year term.
- North Central Public Health District Board: David Anderson to a three year term.
- North Central Public Health District Budget Committee: Leah Watkins to a one year term.
- Planning Commission: Michelle Colby to a four year term.
- Special Transportation Fund Advisory Committee: Dave Klein and Steve Webb, each to a two year term.
- Coordinate Care Organization Community Advisory Committee: Teri Thalofer to a three year term.

Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

The following committee/board vacancies are being advertised: Gilliam County Special Transportation Committee, Gilliam County Compensation Board, North Central Public Health District Board and Local Community Advisory Council to Eastern Oregon Coordinated Care Organization. Letters of interest are due January 6, 2015.

IN THE MATTER OF COURT MEMBER REPORTS

Commissioner Weimar reported he attended a Mid-Columbia Council of Governments executive committee meeting.

Judge Shaffer commented Community Renewable Energy Association (CREA) is still researching the potential for small wind projects in the region. CREA is a Chapter 190 intergovernmental organization of which Gilliam County is a member and pays an annual fee based on nameplate capacity of wind farm development in the County.

Judge Shaffer reported he attended Frontier Telenet, Frontier Digital Network, Frontier Regional 911 meetings this month. Frontier Regional 911 is in discussions with other counties about joining. The 911 dispatch center at Condon currently employs 13 and is looking at potentially expanding to 20.

Commissioner Gronquist reported Omega Morgan has communicated they will be decreasing the area footprint in which they are leasing property at Shutler Station effective January 1, 2015. The lease agreement acreage will need to be adjusted to reflect a total of three acres as of January.

IN THE MATTER OF ARDENT MILLS RE: MIX FACILITY UPDATE

No discussion took place as Ardent Mills representatives were not present.

IN THE MATTER OF FIRE SERVICES COORDINATOR RE: SPECIAL PROJECT GRANT SURPLUS / REQUEST FOR ROAD DEPT. ASSISTANCE ON PROJECT / REQUEST FOR GRAVEL

Fire Services Coordinator Shannon Coppock distributed a copy of the final budget breakdown for extrication cutter in which a south special projects grant was awarded. Coppock explained the cost of the equipment was less than anticipated and with the combination of grants from the Condon Elks Lodge and County special projects there is an excess of \$805.00. Coppock commented the grant from the Condon Elks Lodge was a lump sum to go toward the purchase of the cutter the excess would be attributed to the south special projects grant in response to the excess being proportioned back to both entities. Coppock reviewed wish list should the fire district be allowed to keep the \$805.00. Commissioner Gronquist commented he is appreciative of the report and is in favor of the fire district keeping the \$805. Commissioner Weimar commented he is grateful that the district was able to get the equipment cheaper than anticipated and the items on the wish list are needed and is in favor of fire district keeping the excess. Judge Shaffer concurred. **Consensus** of the Court to allow South Gilliam County Rural Fire Protection District (SGCRFPD) to keep and spend excess south special projects grants funds in the amount of \$805.00. Coppock was thanked for the report.

Coppock updated the Court on progress of the SGCRFPD's new building. The project is close to beginning construction. Coppock asked the Court to consider a donation of approximately 1,500 yards of rock, and asked if the County Road Department could deliver the rock to the site and if the Road Department could haul away site prep material. Coppock commented she knows if the Court allows the request it would be contingent on fitting in with the Road Department's schedule. Road Master Dewey Kennedy commented the Road Department employees could do the hauling but it would be dependent on the timeframe and what projects the road department is currently working on. Pillar Consulting Group representative Jeff Schott, project manager for the project stated the bid will include alternates for the contractor to haul the rock and for the contractor to haul site prep material away. Kennedy commented there are three quarries in close proximity to Condon in which the material can be taken from. Rock replacement was discussed, it was noted the cost for rock is \$8/cubic yard and if the Road Department does the hauling it will be logged as a separate project and actual cost for material and labor will be tracked. Schott estimated the amount of rock needed would be a value of approximately \$15,000. No objections were voiced with the request if the work fits the Road Department's schedule.

Coppock reported SGCRFPD just received notice of being awarded a \$35,000 grant to clean up the site and to conduct a lead and asbestos report for the current building.

IN THE MATTER OF CONSENT AGENDA: DECEMBER 3, 2014 MINUTES

Motion by Commissioner Weimar, seconded by Commissioner Gronquist to approve consent: December 3, 2014 minutes as presented. Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

IN THE MATTER OF CORRESPONDENCE

Acknowledged correspondence from North Central Public Health District and Port of Arlington.

IN THE MATTER OF OTHER - MEMBERS OF THE AUDIENCE

Judge Shaffer acknowledged there being several in the audience and asked if anyone present wished to address the Court.

Alfred B. Clough, Arlington resident for 90 years and previous County Commissioner addressed the Court. Mr. Clough inquired as to the validity of the rumor that the Arlington Senior Meal site is to close in January. The entire Court expressed concern that this is the first they have heard of such a matter and will look into it immediately. Mr. Clough commented the meal site is more than a meal, it offers the citizens an opportunity to socialize. Mr. Clough stated it is his understanding the cost is also being raised and asked if the County supports the meal site. Judge Shaffer commented the County assists the meal site. Funding primarily for the meals site comes from Mid-Columbia Council of Governments. Mr. Clough stressed the importance of the meal site and food pantry in the communities and commented the community supports the efforts. Commissioner Gronquist stated he is not a fan of the meal sites closing and this will be looked into.

IN THE MATTER OF PLANNING DIRECTOR VACANCY

Judge Shaffer commented the Planning Director position was advertised in-house per the union contract, the position closed internally December 16, 2014 and one letter of interest and resume was received from Michelle Colby. Judge Shaffer suggested an interview committee be formed. Commissioner Gronquist suggested forgoing the interview process; stating we know the applicant and she is capable. Commissioner Weimar suggested comparing the resume and job description. Discussion took place.

Motion by Commissioner Gronquist, seconded by Commissioner Weimar to appoint Michelle Colby as the new Gilliam County Planning Director; Discussion took place. Salary schedule was reviewed. Filling vacancy created with Ms. Colby's move to Planning Director position was discussed. Agreed to start Colby at Step B on the salary schedule. Shaffer – Yes; Gronquist – Yes; Weimar – Yes; **Motion carried.**

Discussion took place on filling the vacancy created by Colby and advertising. It was noted County Court recorder is currently not listed on Colby's job description. Judge Shaffer commented he would like Colby to continue doing the information/technology duties she is currently doing. Commissioner Gronquist cautioned adding duties to Colby's new position. Judge Shaffer will discuss the matter with Ms. Colby and draft a job description for the new position for the Court to consider.

IN THE MATTER OF NEXT MEETING

The next Gilliam County Court meeting will be held on January 7, 2015 beginning at 10:00 a.m. and will be held at the Gilliam County Courthouse, Condon, OR.

It appearing to the Court there was no further business to be conducted at this time and not additional matters to be considered Judge Shaffer adjourned the meeting at 3:07 p.m.

GILLIAM COUNTY COURT

By _____

Steve Shaffer, Judge

By _____

Dennis Gronquist, Commissioner

By _____

Michael Weimar, Commissioner

M.Colby-Recorder