

**5-21-2014**

Judge Shaffer called the regular Gilliam County Court meeting to order at 10:02 am. The meeting was held at the Gilliam County Courthouse, Courtroom located at 221 S. Oregon St. Condon, OR. Commissioners Present: Judge Steve Shaffer, Commissioner Dennis Gronquist and Commissioner Michael Weimar. Absent: None

#### IN THE MATTER OF ADDITIONS TO AGENDA

1.6.1 Resolution No. 2014-12 Adopting Supplemental Budget and making appropriations  
11:40 am appointment for Community Counseling Solutions Director Kimberly Lindsay  
4.6 Cell phone Policy Committee

#### IN THE MATTER OF WASTE MANAGEMENT QUARTERLY REPORT

Jackie Lang Waste Management (WM) Communications Director introduced herself and others including Bill Carr, Senior District Manager, Charles 'Alan' Anderson, Senior District Manager and Dean Kampfer, Liaison to Metro. Lang distributed a list of contact information listing the before mentioned and additional personnel at Waste Management identifying the list as key personnel to contact at WM for Gilliam County staff to use as a reference guide. Current WM projects were highlighted including several dredging projects, purchase of property in greater Seattle area, the new facility at Seattle will have barge and rail access, a new engine plant is being completed at Arlington and is anticipated to be operational first part of July (this will double current capacity to generate green energy). WM is proposing to start conversations with Metro to begin working on sustaining the contract beyond 2019. A copy of Metro's solid waste roadmap program areas and schedule for solid waste roadmap policy development dated May 7, 2014 was distributed. The long-term management component on Metro's timeline is pertinent to WM sustaining the Metro contract and of interest in particular to Gilliam County. Metro has indicated on the timeline their preferred long-term management decision is slated to take place in 2015. Metro will be making decisions now and through 2015 that will impact the WM contract that expires in 2019. WM is actively engaging conversations with Metro about the contract. Commissioner Gronquist encouraged WM to strongly pursue discussions with Metro about the contract renewal at all levels at Metro.

WM reported on the following as part of their quarterly report

- Distributed copy of volumes collected for the first quarter;
- Currently employ 55; anticipate adding two additional new jobs in the coming months;
- Outlook, WM is projecting approximately 100,000 tons of material for 2014;
- Safety record improved;

Judge Shaffer referred to Mid-Columbia Council of Governments (MCOGG) workforce development program and suggested working with local high schools to get students trained and educated to enter WM workforce. Judge Shaffer suggested there may be potential in a school to work partnership tapping into the local kids that want to stay in the area and who are already accustomed to small town life.

Commissioner Gronquist inquired about the WM monthly summary the Court receives and additional information about the liquid application. It was explained WM at Arlington has a permit from DEQ to apply liquid to the solid land fill; the moisture is needed for gas production, decomposition and dust control. WM as a part of the permit process has a liquid application plan.

Commissioner Gronquist inquired if WM receives any of the paint that Metro does sale for disposal, WM is unsure of Metro's paint disposal process. WM was thanked for their report.

#### IN THE MATTER OF OSU EXTENSION SERVICE ANNUAL REPORT

Jordan Maley reported the biggest news in the last year for the local extension was the physical move from one building to another in Condon. The OSU extension is currently located at the North Central Education Service District NCESD building, upstairs. The move has been very positive with the Supplemental Nutrition Assistance Program (SNAP) employee Natalie Wilkins located on the lower level of the NCESD building (all staff is now located at the same building). Reported 4-H Agent Cindy Osterlund is retiring in December 2014; serving 25 years. Maley commented OSU generally has not provided an overlap of employees, resulting in a gap in services; noting a proposal has been submitted to allow for cross training. Maley reported Judy Thomsen office manager has indicated she plans to retire in one and half years (after the 2015 fair). Maley commented he hasn't decided on his retirement plans yet. Maley stated OSU has provided leadership training for youth in the past and is exploring ways to diversify programs/services to continue to focus on leadership development especially with the lack of vo-ag/FFA at the high schools. Discussion took place on OSU and community college involvement at the high school level to offer additional programs. It was mentioned OSU is exploring/implementing programs called 'open-campus' and has forged partnerships with many of the community colleges throughout the state; the biggest challenge for Gilliam County is that it is not in a community college district. Maley stated there are creative ways partnerships can take place. Commissioner Weimar stated 4-H and OSU have done wonderful things for offering leadership skills to the youth in our communities and it is important for it to continue and is very supportive of those efforts. Maley was thanked for his report.

#### IN THE MATTER OF OPEN SEALED BIDS: 2001 CHEVY PICK-UP & '92 FORD CAB CHASSIS

County staff has been un-expectantly out of the office during the time in which sealed bids were to be submitted and Court staff is unsure if bids were submitted. **TABLED.**

The Court was asked to consider a scenario in which the Court declares equipment surplus at the recommendation of county department/staff and then an employee of said department submits a bid for the equipment and whether or not there is an issue with this scenario; it was noted this scenario is not addressed in the County's purchasing rules. **TABLED.**

#### IN THE MATTER OF TAX MAP MAINT. & GIS AGREEMENT RENEWAL WITH LANE COUNTY

Assessor Dave Messenger was present to provide additional information. Messenger commented he is very satisfied with Intergovernmental Agreement for Tax Map maintenance and Geographic Information Systems (GIS) services agreement with Lane County. This is a renewal of an existing agreement. Messenger commented depending on work load and maintenance required there could be minor increases in payment to Lane County (based on an hourly rate) and funds have been budgeted to accommodate any potential increases.

**MOTION:** Moved by Commissioner Weimar, seconded by Commissioner Gronquist to approve Intergovernmental Agreement for Tax Map maintenance and Geographic Information Systems (GIS) services agreement with Lane County for period of July 1, 2014 through June 30, 2016.

Vote: 3-0

Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar

No: None

Abstained: None  
Absent: None  
Motion Passed.

#### IN THE MATTER OF MAINTENANCE AGREEMENT COUNTY LIBRARY HEATING SYSTEM

It was reported the Library Board requested and received a quote for annual maintenance of the library heating system. Judge Shaffer stated his concern with the quote including mileage and would like to determine if the work can be performed by county maintenance staff or other local resources prior to considering the proposal the Library Board received. In response to question County Maintenance personnel has not been consulted on this matter. **TABLED**

#### IN THE MATTER OF COURTHOUSE WATER DISPENSER

Court Administrator Leanne Durfey reported the subject of having a cold/hot water dispenser at the courthouse has come several times during staff meetings. Discussion took place including wellness grant opportunity to purchase dispenser, cost of and/or rental of dispenser, cost of gallons of water, North Central Public Health Department encourages their use, and if other county facilities have a need, etc. Consensus for Judge Shaffer and staff to move forward with purchase for courthouse.

#### IN THE MATTER OF SPECIAL TRANSPORTATION PROGRAM STAFF REPORT

Senior Services Coordinator Delene Durfey and Transportation Dispatcher Marla Davies provided a joint/transition report on Gilliam County Special Transportation program. Durfey submitted her resignation notice effective June 30, 2014 to the County Court. Durfey reviewed meal site report for both Arlington and Condon for the period of January-March 2014. Durfey thanked the Court for their financial support towards the two meal sites noting without it the meal sites would run a deficit and not be able to provide their weekly meal for the community. Durfey commented Teddy Fennern, Family Services Dept. has been trained and the transition from Durfey to Fennern for county meal site programs is underway. Durfey stated Marla Davies has been trained and the transition from Durfey to Davies of the transportation program is underway. The Gilliam County STF Advisory Board has reviewed and approved policy/program changes as required by the State. Transportation department has submitted two grant applications, funding status unknown. Information on ridership (veterans, seniors, disabled, medically frail etc.), miles traveled, distance traveled, types of trips (medical, shopping etc.), oil change parameters, and vehicle miles/per gallon was provided. Reported the transportation program will have an on-site review by the State scheduled for June 23-24<sup>th</sup> and staff has been preparing for the review. Davies reported working on drafting a Gilliam County Title 6 policy/plan and complaint procedure for the Court's consideration as a requirement of the site review; in compliance with the American with Disabilities Act. Gilliam County staff has been filling in as transportation drivers recently as volunteers have been unavailable the last week. A vehicle is scheduled for replacement and will be primarily for medically frail individuals; staff is looking for feedback if the court has a preference. Durfey will be conducting ride-a-long's the next month for the transportation volunteers as required by the state. Davies reported she has purchased a scanner to scan receipts and track them more efficiently. Davies and Durfey were thanked for their report.

#### IN THE MATTER OF COMMUNITY COUNSELING SOLUTIONS UPDATE

Community Counseling Solutions (CCS) Director Kimberly Lindsay updated the Court about the following. Lindsay commented Delene Durfey has submitted her resignation from the Gilliam-

Wheeler Advisory Board and the Court will want to appoint an individual to fill the position. It was agreed to add the appointment to the next Court agenda.

CCS is scheduled for a site review to be conducted by the State June 3-5, 2014 at the Boardman Office. Lindsay informed the Court members they have the opportunity to meet with the State in-person or via phone to discuss the program and to let Lindsay know if anyone is interested so she can schedule the appointment. The State last conducted a site review approximately four years ago.

Lindsay provided an update on the hiring of a school based mental health professional. She explained the Gilliam County Community Advisory Council (CAC) has identified a high priority need to provide school based mental health at both Arlington and Condon School Districts. Lindsay commented CCS has been providing services to the Arlington School District daily/weekly. CCS has advertised to hire a dedicated mental health specialist to the schools and during the summer months the individual will focus on providing services for the senior population in Gilliam County. Lindsay anticipates on filling the position July/August. In anticipation of receiving qualified applicants Lindsay distributed the budget for the position. The funding for the position will come from Arlington School District, Condon School District and Gilliam County. The individual will be an employee of CCS. CCS has applied to the Eastern Oregon Coordinated Care Organization (EOCCO) for funding for the position; status unknown. The EOCCO is locally governed by a Community Advisory Council (CAC). It was identified Gilliam County's portion will come from a variety of sources including Juvenile Department, Sheriff Department, and Family Services (CC&F reserves). Judge Shaffer stated both school districts are in favor of this position. **Consensus** to provide the Gilliam County funds requested (\$57,566) for the position. Lindsay inquired if anyone from Gilliam County would be willing to participate on the interview committee; Sheriff Bettencourt stated he would be interested.

LUNCH The County Court recessed for lunch at 12:12 pm and reconvened at 1:15 pm

#### IN THE MATTER OF PUBLIC HEARING RE: RESOLUTION 2014-10 SUPPLEMENTAL BUDGET AND RES. 2014-12 SUPPLEMENTAL BUDGET AND MAKING APPROPRIATIONS

This being the time and place duly advertised for Public Hearing, Judge Shaffer opened the Public Hearing to receive public input on 2013-14 Supplemental Budget and consider Resolution No. 2014-10 adopting Supplemental Budget and making appropriations for fiscal year July 1, 2013 to June 30, 2014. Budget Officer Danelle Wetherell reviewed and explained the proposed Supplemental Budget involving Fund 220: Gilliam County CC&F and Fund 236: Gilliam County Library. Fund 220 will now reflect when funds were actually received and allocation of those funds. Fund 236 Gilliam County Library will reflect carrying funds from one fiscal year to the next as the library project completion spanned two fiscal years. Judge Shaffer asked if there was any public input, receiving none the Public Hearing was closed.

**MOTION:** Moved by Commissioner Weimar, seconded by Commissioner Gronquist to adopt Resolution No. 2014-10 Adopting Supplemental Budget and making appropriations for fiscal year July 1, 2013 to June 30, 2014.

Vote: 3-0

Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar

No: None

Abstained: None

Absent: None

Motion Passed.

Wetherell explained to the Court she had already advertised the supplemental budget hearing / Resolution No. 2014-10 prior to knowing she had to address the loan to cover unexpected cost for Frontier Digital Network in a supplemental budget process therefore a second Resolution to adopted supplemental budget and make appropriations is before the Court for consideration.

This being the time and place duly advertised for Public Hearing, Judge Shaffer opened the Public Hearing to receive public input on 2013-14 Supplemental Budget and consider Resolution No. 2014-12 adopting Supplemental Budget and making appropriations for fiscal year July 1, 2013 to June 30, 2014. Budget Officer Danelle Wetherell reviewed and explained the proposed Supplemental Budget involving the General Fund and Fund 233 CWM Host Fees. Wetherell explained the action in which the County agreed to loan funds from CWM Host Fees Fund to the General Fund to cover unexpected costs for Frontier Digital Network is addressed in the supplemental budget before the Court. It was stated since the funds being transferred are from a special fund to the general fund a supplemental budget was required. These funds will be repaid with accrued interest prior to June 30, 2015;

**MOTION:** Moved by Commissioner Gronquist, seconded by Commissioner Weimar to adopt Resolution No. 2014-12 Adopting Supplemental Budget and making appropriations for fiscal year July 1, 2013 to June 30, 2014.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar  
No: None  
Abstained: None  
Absent: None  
Motion Passed.

#### IN THE MATTER OF AMBULANCE SERVICE AREA PLAN REVISIONS & COMMITTEE APPT.

Emergency Management Coordinator Chris Fitzsimmons summarized revisions to the plan noting everything in red on the copies the Court members previously received indicate revisions suggested by the Ambulance Service Area Advisory Committee. Fitzsimmons pointed out the plan no longer includes any property in Morrow County, clearly identifies Advisory Committee roles and County Court responsibilities. Fitzsimmons commented on the structure of the ASA Advisory Committee and proposed membership configuration changes and a new list of Committee members for the Court's approval. Discussion took place. **Consensus** to change the language on ASA membership on page eight to: ASA Advisory Committee composed of 5 to 7. Fitzsimmons stated there are no substantial changes to the document as the document was originally a template from the State.

**MOTION:** Moved by Commissioner Weimar, seconded by Commissioner Gronquist to appoint the below individuals to the Gilliam County Ambulance Service Area Advisory Committee:

Shannon Coppock, South Gilliam County Ambulance  
Cindy Hinton, South Gilliam County Health District  
David Anderson, North Gilliam County Ambulance  
Julius Courtney, North Gilliam County Health District  
Gary Bettencourt, Gilliam County Sheriff  
April Stream, Frontier Regional Dispatch  
Chris Fitzsimmons, Gilliam County Emergency Management

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar

No: None  
Abstained: None  
Absent: None  
Motion Passed.

**MOTION:** Moved by Commissioner Weimar, seconded by Commissioner Gronquist to adopt revisions including ASA Advisory Committee composed of 5 to 7 to Gilliam County Ambulance Service Area (ASA) Plan dated May 2014.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar  
No: None  
Abstained: None  
Absent: None  
Motion Passed.

Fitzsimmons will forward copy to the state after signed by the Court.

#### IN THE MATTER OF IGA WITH CITY OF ARLINGTON FOR LAW ENFORCEMENT SERVICES AND OFFICE LEASE

Sheriff Bettencourt was present and commented after negotiations all parties are agreeable to the original proposal for a fix rate for the period of ten years.

**MOTION:** Moved by Commissioner Gronquist, seconded by Commissioner Weimar to approve Intergovernmental Agreement for office lease and law enforcement services with the City of Arlington for a period of ten years.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar  
No: None  
Abstained: None  
Absent: None  
Motion Passed.

#### IN THE MATTER OF E-COMMERCE ZONE RESOLUTION NO. 2014-11

Planner Susie Anderson commented the application to apply for an E-Commerce Zone is due to the State by June 15<sup>th</sup>. Anderson pointed out an E-Commerce zone would be an overlay on top of the existing Gilliam County Enterprise Zone. Anderson highlighted the tax benefits and commented the State will be permitting approximately five additional E-Commerce zones as there are currently 10 E-Commerce zones in the State and she is unsure if any businesses have participated in the benefits of the E-Commerce zone.

**MOTION:** Moved by Commissioner Gronquist, seconded by Commissioner Weimar to adopt Resolution 2014-11 RE: A Resolution requesting the Gilliam County Enterprise Zone be designated as an Electronic Commerce Zone.

**DISCUSSION:** In response to question Anderson stated she does not know if the Department of Revenue will have the potential to re-evaluate businesses that participate in the E-Commerce Zone as Commissioner Weimar is concerned in a similar situation that took place with the wind farms.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar

No: None  
Abstained: None  
Absent: None  
Motion Passed.

## IN THE MATTER OF PLANNING DIRECTOR: STAFF REPORT

Planner Susie Anderson provided an update on land use applications and/or planning activities for 2014.

- The Rock Creek dwelling matter has been closed.
- Legal counsel is reviewing a draft letter to be sent to landowner regarding the Mikkalo property violation.
- Transportation System Plan (TSP) grant update. The consultant has been selected and Oregon Department of Transportation (ODOT) the grant provider is now working on the contract language with the consultant. In response to question Anderson stated the Treasurer is aware of the grant but Anderson will double check as the grant award may be increased and she will communicate that to the Treasurer.
- Reported Dan Meader land use consultant will be assisting with the aggregate inventory update; this will eventually involve a Comprehensive Land Use Plan Amendment. Anderson is in the process of completing the economic, social, energy, environmental analysis for the five large significant aggregate sties and anticipates a draft being sent to ODOT by the first of July; the process is moving forward.
- Received correspondence from DEQ RE: Approval of Gilliam Wasteshed 2013 Opportunity to Recycle report.
- Received a records request for copies of conditional use permits (CUP) for several wind farms; Anderson has asked for more specifics as CUP's are very broad and wants to make sure that is the intent of the request.
- Accepted appointment to serve on the committee to update the City of Arlington Comprehensive Plan and Zoning Ordinance.
- Agreed to assist in an advisory capacity with the City of Condon's expansion of urban growth boundary area around the State Airport at Condon at the request of the Port of Arlington who is offering the City assistance.
- Anderson is communicating with Columbia Ridge Landfill and Recycling Center (CRLRC) regarding the process to obtain a composting permit; noting CRLRC was previously issued a permit that has sent lapse and therefore the need to reapply for a new permit

Commissioner Gronquist asked Anderson to inquire about the liquid being brought in at the landfill and whether or not it is classified as special waste.

- Anderson highlighted draft language from Morrow County Military Airspace Advisory Committee's Boardman Military Operations Area Impacts Analysis of recommendations/proposed solutions dated April 8, 2014. Anderson commented there is language that might be beneficial to include in the upcoming County Land Use Comprehensive plan update.

Anderson was thanked for the report.

## IN THE MATTER OF CONFERENCE ROOM CABINETS

Judge Shaffer explained there is a need for additional storage in the courthouse and proposed installing cabinets similar in style to the cabinets in the entrance of the Clerk's Office in the downstairs open conference room, Rm. 106 along the west wall as you enter the room. Quotes have been received from two companies for the Court's consideration. Discussion took place.

**MOTION:** Moved by Commissioner Gronquist, seconded by Commissioner Weimar to accept bid from Advanced Cabinetry in the amount of \$3,600.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar  
No: None  
Abstained: None  
Absent: None  
Motion Passed.

#### IN THE MATTER OF CELL PHONE COMMITTEE/ POLICY

Judge Shaffer prefaced with technology changes and accessibility in how business is conducted today specifically in the use of cell phones and I-pads he is proposing the Court appoint a cell phone policy committee to review current policy and make recommendations to the Court. He proposed the committee be made up of the following: Michelle Colby, Dewey Kennedy, Jon Terland, Leanne Durfey, and Dave Messenger. **Consensus** for those mentioned to convene as the county cell phone policy committee.

#### IN THE MATTER OF CONSENT AGENDA

**MOTION:** Moved by Commissioner Weimar, seconded by Commissioner Gronquist to approve April 16, 2014 Executive Session minutes, May 1, 2014 Work Session minutes, and May 7, 2014 Executive Session minutes.

Vote: 3-0  
Yes: Judge Shaffer, Commissioner Gronquist and Commissioner Weimar  
No: None  
Abstained: None  
Absent: None  
Motion Passed.

**TABLED** - May 7, 2014 County Court minutes

#### IN THE MATTER OF COURT MEMBER REPORTS

Commissioner Gronquist reported on the status of the County providing a concrete slab located in close proximity to the IBR building at Shutler Station. Roadmaster Kennedy has communicated the road department will only be prepping the ground and other arrangements will need to be made for the actual pouring of the concrete as the road department does not have time for the entire project. Discussion took place including hiring of a licensed and bonded contractor to pour the concrete, getting a quote for the work, testing of the concrete, and permit for the project. Judge Shaffer will contact Mid-Columbia Council of Governments (MCCOG) to determine if a permit is necessary.

Judge Shaffer reported on the following:

- Reported Anderson Perry has agreed to do an inspection/assessment of the IBR building and Judge Shaffer plans on accompanying them on their visit.
- Attended Mid-Columbia Economic Development District (MCEDD) meeting where a presentation on unmanned aerial vehicles (UAV) was given and how UAV's are being used in various applications for example spraying orchards and the business opportunities sprouting around the industry including fuel and classroom robotics kits. Commented the discussion at the meeting turned to the local college representatives and how training



and/or school-work program could be explored. MCEDD is very interested in Gilliam County's request to change economic development districts to be included under MCEDD; this however is a federal matter.

- Frontier Telenet held its budget meeting. Frontier Digital is concerned with receiving the million dollars allocated for the digital switch. Judge Shaffer has corresponded with local legislators about the matter and has been assured the funds are forthcoming.
- Arlington RV Park sale did not take place as scheduled and is now tentatively scheduled for September 2014.
- Plans to attend emergency management services appreciation dinner at Arlington Thursday May 22<sup>nd</sup>.
- Plans to attend Arlington and Condon Chamber meetings and City of Arlington and City of Condon meetings in the next month. He plans to provide an update to the organizations about the Court's recent work session.
- Suggested the Court conduct another work session the later part of August, a follow up to May.

Commission Weimar reported he attended the meeting hosted by Oregon Natural Desert Association (ONDA) about ONDA's charge to change the Wilderness Study Area designation along the John Day River to Wilderness. It was noted any change that may or may not happen will be determined by Congress. Local landowners could be impacted if a change should take place i.e. grazing land and grazing permits. Commissioner Weimar stated he feels it is important to follow ONDA's progress. Judge Shaffer commented the Court needs to hear from landowners if the County may be asked to take a position on the matter. It was noted the County doesn't necessarily have to weigh in on the process but ONDA would like support to assist in their lobby efforts with Congress.

IN THE MATTER OF CORRESPONDENCE – none

IN THE MATTER OF NEXT MEETING

The next Gilliam County Court meeting will be held on June 4, 2014 beginning at 10:00 a.m. and will be held in 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 3:20 p.m.

GILLIAM COUNTY COURT

By \_\_\_\_\_  
Steve Shaffer, Judge

By \_\_\_\_\_  
Dennis Gronquist, Commissioner

By \_\_\_\_\_  
Michael Weimar, Commissioner

