

**9-3-2014**

Judge Shaffer called the regular Gilliam County Court meeting to order at 10:17 am. The meeting was held at the Gilliam County Courthouse, Courtroom located at 221 S. Oregon St. Condon, OR. Court members present were: Judge Steve Shaffer, Commissioner Dennis Gronquist and Commissioner Michael Weimar. Absent: None

#### IN THE MATTER OF PLANNING DIRECTOR TSP IGA WITH ODOT

Planner Susie Anderson and Michael Duncan Planner with Region 4 ODOT (Oregon Department of Transportation) out of Bend were present to answer any questions about the intergovernmental agreement (IGA) with respect to the transportation system plan (TSP) update. Anderson reported she has diligently gone over the IGA and has suggested changes to ODOT. Duncan commented the suggested changes are fine with ODOT. In response to Commissioner Weimar's inquiry about process, Anderson explained the County's current TSP was done in 1999 and Anderson submitted a grant request to ODOT to update the plan several months ago, the grant was approved and then the grant was increased by ODOT to update TSP. The TSP will cover the entire County including the incorporated cities and unincorporated areas. The IGA is the next step in the process to receive the grants funds and begin the update process. Duncan commented the County's current TSP is out of compliance with ODOT a grant is being awarded the County to update the plan. Commissioner Weimar expressed his concerned with contract language under 1.1 ownership and ODOT will have ownership of the document. Duncan responded Department of Justice created the document and added the County will be utilizing the product and has complete access. Discussion took place.

**Motion** by Commissioner Gronquist, seconded by Commissioner Weimar, to approve TGM grant agreement No. 30187 with ODOT for Transportation System Plan update; Question: Commissioner Gronquist asked what happens if not approved, Anderson responded the County's plan will remain out of compliance and ODOT grant funds will go un-utilized. CALL FOR THE QUESTION. Shaffer – Yes; Weimar – Yes; Gronquist – Yes; **Motion carried.**

#### IN THE MATTER OF MOBILE DEVICE COMMUNICATION COMMITTEE DRAFT POLICY

Judge Shaffer prefaced stating the Court appointed a committee consisting of Dave Messenger, Jon Terland, Leanne Durfey, Michelle Colby (all present) and Dewey Kennedy (absent) to review/draft a mobile communication device policy for consideration. Judge Shaffer commented with the technological advances County policy is outdated and there was a need to address use of mobile devices including personal cell phone use, County cell phones and other mobile devices, i.e. iPad to protect the County. Terland explained the policy establishes guidelines to minimize threats from occurring to the network, i.e. employees will not be allowed to connect a personal cell phone to a County computer. Messenger commented the committee reviewed and utilized several policies from other counties to develop the draft policy before the Court. The draft policy addresses County assigned cell phones and personal cell phone use for County business, and provides more oversight for usage of mobile devices. Terland commented the Sheriff's office has its own cell/mobile device policy that is even more restrictive and deputies carry two phones one for business and one for personal. Terland commented on the need for firewalls to be in place if using personal smart phone for county business and the downloading of apps and the policy places the responsibility of any adverse impacts of using a personal smart phone for

business on the individual. It was clarified the policy does not eliminate personal cell phone use for business it just establishes guidelines. The draft policy eliminates any allowance for use of personal phones for business. The policy states when it has been determined a position has a business need for a cell phone the employee will be assigned a cell phone for county use. It was announced that Deputy Terland is willing to provide an informative meeting for all staff about using mobile devices as it was apparent in the committee meetings that Terland has some useful information about protecting oneself when using a smart device. Discussion took place. Judge Shaffer suggested the Commissioners take some time to review the draft policy before the next meeting with the hopes of adopting the policy then. It was stated the draft policy does have redundant language as depending on what type of device/s an employee only certain sections of the policy may apply. **TABLED**; No decision made. Judge Shaffer thanked the committee for their efforts.

#### IN THE MATTER OF CONSENT AGENDA

**Motion** by Commissioner Gronquist, seconded by Commissioner Weimar, to approved consent agenda including August 20, 2014 Court minutes and August claims pending review. Shaffer – Yes; Weimar – Yes; Gronquist – Yes; **Motion carried.** *(It was noted the consent agenda incorrectly listed August 6 minutes for approval rather than the correct date of August 20.)*

#### IN THE MATTER OF BOARD OF PROPERTY TAX APPEALS APPOINTMENTS

Commissioner Weimar questioned several aspects about the Board appointments for the Gilliam County Board of Property Tax Appeals including no alternate listed, should Pat Shaw be listed as a non-office holding position and in the event of Watkins winning the November election how is that addressed. **TABLED**; no decision made.

#### IN THE MATTER OF BARGAIN AND SALE DEEDS RE: PROPERTY SOLD AUGUST 21, 2014

The County received the minimum bid advertised for the two properties sold at Sheriff's sale on August 21, 2014. The property at 110 n. Lincoln St. Condon, OR sold for minimum bid of \$7,100 plus fees and the property on the North side of Cottonwood, West of Hwy 19 Condon, OR sold for minimum bid of \$9,500 plus fees.

**Motion** by Commissioner Weimar, seconded by Commissioner Gronquist, to authorize Judge Shaffer to sign and execute bargain and sale deeds for properties sold at Sheriff's Sale on August 21, 2014; property at 110 n. Lincoln St. Condon, OR sold to Kevin and Eileen Potter for minimum bid of \$7,100 plus fees and property on the North side of Cottonwood, West of Hwy 19 Condon, OR sold to Allen and Dawn Lathrop for minimum bid of \$9,500 plus fees. Shaffer – Yes; Weimar – Yes; Gronquist – Yes; **Motion carried.**

#### IN THE MATTER OF HEALTH INSURANCE / HEALTH SAVINGS ACCOUNT

It was reported the County Clerk received and submitted paperwork to City County Insurance Services indicating the County will contribute \$3,000 to Health Savings Account for family status and \$1,500 for single status for the upcoming year. The paperwork was filed on the basis of the existing union contract. Judge Shaffer commented moving forward this should be addressed during the County budget cycle in the future.

## IN THE MATTER OF WI CONSTRUCTION PROPERTY LEASE

Judge Shaffer prefaced by stating he has had a conversation with WI owner Jack Ingram and there was an apparent miscommunication between him and his staff with respect to land lease payments not being made. Discussion took place on the development of the land lease starting with the original signed agreement followed by letter sent to WI indicating payments are to begin; at which point in time the County began billing WI for land lease in the amount of \$750.00 for the first acre and \$400 for an additional acre. It was noted since the first billing the area in which WI has utilized has varied and so have the invoiced amounts. As of today, WI is using 3.3 acres according to Assessor Office. Discussion took place. Commissioner Gronquist suggested a letter be sent to WI outlining terms of invoice i.e. WI is to pay \$750 for the first acre and \$400 for each additional acre to commence October 1, 2014 based on the addition of 2.3 acres being used. Discussion took place on the additional agreements the County has with WI, including equipment and concrete and there being unresolved bookkeeping issues that are being researched. Consensus to work on resolving the land lease agreement first.

## IN THE MATTER OF SHUTLER STATION WATER QUALITY RECOMMENDATIONS

It was prefaced Anderson Perry & Associates provided the Court with two initial recommendations with regard to Shutler Station Water quality assessment including replacing copper piping and installing a flushing hose bib connection. Cost estimates have not yet been obtained. It was **consensus** to have Anderson Perry & Associates obtain bid estimates and report back to the Court.

## IN THE MATTER OF COUNTY ROAD SHOP REPAIR/REPLACE

The City County Insurance Services (CIS) claims adjuster that was assigned to the Road shop fire loss is no longer working for CIS so a new adjuster will be assigned. The preliminary estimate is \$225,000 to repair the building however CIS is requiring additional assessments to be conducted specifically asbestos and lead paint, estimate to demolish building, estimate to rebuild based on structural engineer, and current concrete slab could be a potential problem. The shop is insured for replacement value however all of the factors have not been evaluated. CIS will have a better estimate once Pillar Consulting Group has done the structural engineering assessment. Judge Shaffer commented Road Master Kennedy has expressed a need to add an addition to the building/structure; Kennedy will be asked to take the matter up with the Commissioner Weimar Road Supervisor.

## IN THE MATTER OF COURT MEMBER REPORTS

Commissioner Weimar reported he attended a recent CAPECO Board meeting and the new chair person is Morrow County Commissioner Leann Rea. The meeting included a PowerPoint presentation from the Morrow County OYCC crew. Attended Mid-Columbia Council of Governments (MCCOG) board meeting. The meeting included a discussion with building codes manager, logo redesign, and MCOGG is striving to reach a higher designation with the AAA program in service.

Judge Shaffer reported he attended a NORCOR meeting. The meeting included a discussion on restructuring the funding formula; the current formula is based on each county paying for a certain

allotment of beds i.e. Gilliam County pays to have five dedicated beds. Reported the proposed Four Rivers Hub (Sherman, Gilliam, Wheeler, Wasco and Hood River counties) has not been selected as a hub yet by the state however the state will be offering direct guidance moving forward to get the hub established. The Coordinated Care Organization held a tri county meeting of the three advisory councils for Wheeler, Gilliam and Sherman. The South Gilliam Health Center was successful in receiving Transformation funds to purchase equipment for the wellness addition at the clinic in Condon.

Upcoming Meetings/announcements

- September 9, 2014 – North Central Public Health District meeting at 3:00 pm at 419 E. 7th St. The Dalles, OR
- September 11, 2014 – Association of Oregon Counties District 3 meeting at the Sage Center at Boardman.
- September 12, 2014 – Lunch meeting with Metro representatives at Condon
- September 16, 2014 - Mobile Device informational meeting for employees at 4:00 pm at Gilliam County courtroom, Condon.

IN THE MATTER OF CORRESPONDENCE

Acknowledged receipt of correspondence from the State indicating the petition to form a local Workforce Area consisting of Crook, Deschutes, Gilliam, Hood River, Jefferson, Klamath, Lake, Sherman, Wasco and Wheeler counties has been approved by the Oregon Workforce Investment Board pending receipt of resolutions from Crook and Jefferson County and will be forwarded to the Department of Labor for final approval. Next steps include scheduling a meeting and strategic planning process.

Acknowledged receipt of thank you and final report from Gilliam County Historical Society thanking the Court for the award of \$8,000 in special project 2013-14 grant funds. The funds were used for new carpet, tile, photo display stand and four new file cabinets.

IN THE MATTER OF NEXT MEETING

The next Gilliam County Court meeting will be held on September 17, 2014 beginning at 10:00 a.m. and will be held in the Arlington City Hall, Arlington, 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 12:04 p.m.

GILLIAM COUNTY COURT

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

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

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