

10-4-17

Judge Shaffer called the regular Gilliam County Court meeting to order at 10 a.m. The meeting was held at Gilliam County Courthouse in Condon, Oregon. Present were Judge Steve Shaffer, Commissioner Michael Weimar and Commissioner Leslie Wetherell.

IN THE MATTER OF CHANGES TO THE AGENDA

- Discussion regarding November meeting dates.
- Scheduling of work session regarding future of SIP funds.

IN THE MATTER OF GILLIAM COUNTY LIBRARY REPORT

Gilliam County Library Board Chair Cindy Osterlund and Librarian Mary Reser presented an overview of library operations. Osterlund noted that recent visitors from Tualatin Public Library and the Dolly Parton Imagination Library Foundation were impressed with the Library operations and have requested help with promotion of the Imagination Library in other rural areas.

Reporting on recent activities, Reser said that August was the Library's busiest month ever, with more than 994 visitors, followed by 638 in September. She said the Summer Reading program involved 18 events and was attended by 238 children and 69 adults. She also noted that current work schedule is working well.

Regarding a Volunteer Background Authorization form discussed by the Court in June, Court Administrator Leanne Durfey noted that approval of the form is on hold due to the Court's concerns about a request for volunteer Social Security numbers. She also noted that a CIS representative will be asked to provide more information when she is here to perform a human resources assessment next week.

Osterlund mentioned problems with the crumbling warehouse sidewalk and Judge Shaffer said that the potential status of the warehouse as a Historic Building is still being determined. Commissioner Weimar suggested asking Jeff Schott for his ideas about possible solutions.

IN THE MATTER OF ARLINGTON COMMUNITY PRESCHOOL REQUEST

MOTION by Commissioner Wetherell, second by Judge Shaffer, to approve disbursement to Arlington Community Preschool in the amount of \$34,000 as allocated for the 2017-18 fiscal year. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF REQUEST BY ARLINGTON PUBLIC SCHOOLS

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve disbursement to Arlington Public Schools in the amount of \$400,000, which includes \$50,000 for College Programs, as allocated for the 2017-18 fiscal year. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF CONTRACT WITH JR MERIT

After a brief discussion regarding cost, the Court agreed to remain with JR Merit Industrial Contractors due to the company's experience and familiarity with the Courthouse fire & life safety protection equipment.

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to enter into a contract with JR Merit for inspection and testing of fire and life safety protection equipment at Gilliam County Courthouse. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF GILLIAM COUNTY FIRE SERVICES SEMI-ANNUAL REPORT

Gilliam County Fire Services Coordinator Shannon Coppock presented a semi-annual report, which included the following information:

- North Gilliam County RFPD has been busy with several large fires, including a 9,357-acre fire caused by a raven flying into the power lines. Firefighters also provided mutual aid to a mass casualty incident near Fossil on Memorial Day weekend.
- South Gilliam County has had one lightning strike fire, but otherwise the season has been quiet.
- Recruiting efforts continue with some success on both ends of the County.
- South Gilliam County continues structure training begun last fall, and weekly training continues county-wide.
- The Deputy State Fire Marshall for the area provided a sprinkler and alarm system class on Sept. 20.
- The Department participated in Kids Day at the Gilliam County fair again this year. South Gilliam County Rural Firefighters will hold a public safety night on October 25, with firefighters, sheriff's office personnel, Frontier regional dispatchers, South Gilliam County Ambulance Service and Gilliam County Family Services in attendance.
- South Gilliam County firefighters will provide fire safety education at Condon preschool Oct. 26. Firefighters in both ends of the County will participate in Halloween activities.
- A wildland fire class has begun at Condon High School. Participating are two students from Condon, one from Mitchell and one from Spray.
- South Gilliam RFPD received a Volunteer Fire Assistance grant to pay half the cost of hose, fire extinguishers and chainsaw for a pumper/tender purchased in 2015, and a \$10,000 grant from Trans-Canada for purchase of a mobile repeater. The Trans-Canada grant is managed through Pioneer Community Development Corporation.
- Coppock reported numerous problems when local firefighters were requested to help with the Eagle Creek fire. She encouraged the Court to consider the matter and speak up at the State level to bring about changes for better use of the State's firefighting resources.

- Coppock said she recently had a conversation with Roger Lathrop of Gilliam County SWCD regarding forage kochia, a plant that has been used successfully as a firebreak in Nevada. She explained that although forage kochia is in the same family as an invasive species of kochia, forage kochia doesn't spread. She said the Philipps have been receptive to the idea of planting on their land.

The Court discussed Waste Management's decision not to provide equipment to local fires and not to pay employees who leave to fight fires during work hours. Judge Shaffer said he had a conversation with Waste Management Manager Alan Anderson regarding the Community's concerns. Anderson explained that WM is concerned about insurance and liability issues.

IN THE MATTER OF REQUEST BY GILLIAM COUNTY FIRE SERVICES

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve disbursement to Gilliam County Fire Services in the amount of \$60,000 as allocated for the 2017-18 fiscal year. Commissioner Wetherell inquired about the amount of funding provided by each City and was told that each city provides \$7,000, while each Fire District provides \$5,500. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF SOUTH GILLIAM COUNTY AMBULANCE SPECIAL PROJECT

Shannon Coppock, speaking as South Gilliam County Ambulance Service Co-Coordinator, thanked the Court for a Special Projects Grant of \$15,000 used to help fund two new LifePak 15 monitor/defibrillators – one for each ambulance. In response to Commissioner Wetherell's question, she explained that North Gilliam County Ambulance, which has more available funding, already has defibrillators.

Later in the meeting, Commissioner Wetherell requested clarification regarding Coppock's position and was told that in addition to her role as County Fire Services Coordinator, Coppock is co-coordinator of South Gilliam County Ambulance Service. Cindy Hinton is the other co-coordinator.

IN THE MATTER OF PILLAR CONSULTING

Jeff Schott of Pillar Consulting updated the Court on the Gilliam County Fairgrounds caretaker's house and expansion of the bus barn located in Condon.

Caretaker's House: Schott reported that five bidders were invited to submit quotes for abatement of asbestos of the caretaker's house at the Gilliam County Fairgrounds and two were received – \$18,368 from Alpine Abatement and \$17,950 from Cascade Insulation. Schott said that both companies are reputable and recommended that the County accept the low bid from Cascade Insulation.

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to accept a bid of \$17,950 submitted by Cascade Insulation for Gilliam County Fairgrounds caretaker house asbestos abatement. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.** Schott said he expects the project to be completed by Nov. 10.

Bus Barn: Schott updated the Court on the bus barn project and said that the most viable option is to add 12 feet to the building on the south side for restrooms and office, and 16 feet on the east side to accommodate larger buses. When Commissioner Weimar remarked about problems surrounding the original build of the structure in 1997, Schott said that the problems wouldn't be repeated and that the changes will improve the situation, not make it worse.

IN THE MATTER OF LGPI CHANGE REQUEST

The Court agreed to accept a Change Request agreement with Local Government Personnel Institute to travel to Condon to meet with department heads and elected officials and to review questions regarding proposed Job Descriptions at a cost of \$2,105.77, plus meals and lodging. The Court decided to request the Change Order at the last meeting, but at that time, the amount was capped at \$2,000.

IN THE MATTER OF JUVENILE DIRECTOR RETIREMENT

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to accept the resignation of Juvenile Court Director Vicki Winters, effective Nov. 30, 2017. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF JUVENILE DIRECTOR JOB DESCRIPTION

The Court reviewed a Position Description for Juvenile Director/Juvenile Court Counselor. Commissioner Weimar requested clarification regarding supervision of the position, in particular a sentence stating, "...Works under the general supervision of the County Court, receives lead direction from the County Judge." The matter will be addressed with LGPI Human Resources Consultant Ruth Mattox, who will meet with department heads and elected officials in the near future. The matter was tabled.

When the discussion continued after the noon recess, Judge Shaffer said that time is an issue as it will take at least six weeks to get a new person on board and only one Court meeting is scheduled for November. Commissioner Wetherell asked who develops the notices for job openings, if the salary range is included on the job posting, and how determinations are made where a new hire falls on the salary schedule. Judge Shaffer and Leanne Durfey explained, depending on whether or not the hiring department requests it, Durfey sometimes assists with posting job notices and recently she has utilized CIS Human Resources for guidance. Some job notices are posted by the hiring department. In recent job postings the salary range, as outlined on the salary schedule, has been included on the job

posting. The interview committee has made salary recommendations based on prior experience, which is presented to the Court for approval.

Commissioner Weimar requested clarification of the Associate Degree requirement, and the current draft Position Description was compared to the prior description which required a high school diploma with post-secondary degree in related field preferred.

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to utilize the new Position Description for Juvenile Director/Juvenile Court Counselor Job Description in draft form for the new hire. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF COMMUNITY COUNSELING SOLUTIONS REPORT

In her semi-annual report, Community Counseling Solutions Executive Director Kimberly Lindsay presented an overview of SB 561 passed by the Oregon Legislature in April, 2016, along with an Oregon Health Authority Health Systems Youth Suicide Communication and Youth Suicide Response Protocol for local Mental Health Authorities. A meeting to develop a youth suicide communication plan will be held October 16. Lindsay said the local mental health authority, law enforcement, medical examiner, DHS representative, and school superintendents should all be involved in development of the communication protocol. The draft plan will be presented to the County Court for approval. Sheriff Gary Bettencourt was present for the discussion and said the County will have a new Medical Examiner in the near future, and that the new Examiner will be more involved.

Lindsay also informed the Court that Community Counseling Solutions is hosting a free concert by Christopher Duffley in Condon on December 13.

IN THE MATTER OF LGPI HUMAN RESOURCES PROJECT UPDATE

Leanne Durfey noted that LGPI Consultant Ruth Mattox will travel to Condon for two days to meet with individual department heads and elected officials regarding review of job descriptions. Dates haven't yet been scheduled. In preparation, Judge Shaffer and Durfey will meet with employees supervised by Judge Shaffer to review draft job descriptions.

IN THE MATTER OF CIS HUMAN RESOURCES ASSESSMENT

Judge Shaffer noted that Sharon Harris, CIS Human Resource Senior Consultant, will be here Oct. 11 and 12 to perform a human resources assessment.

IN THE MATTER OF AAA PROGRAMS

The Court briefly discussed the future of the Area Agency on Aging program. No decisions were made.

IN THE MATTER OF ZAYO FIBER BUILD AGREEMENT

Fiber Project Consultant Joe Frannel reported on recent negotiations with Zayo Corporation for the fiber build from Arlington to Condon. Telecommunications attorney Jim Deason was present via speaker phone.

Frannel said that the negotiations have made good progress and that agreements have been made in principal, but not yet in writing. He commented that negotiating as a coalition involving the County, City of Condon and CBEC created a united front that “changed everything” and created a more favorable situation for negotiations. However, there are still many details to resolve. He also explained the project will need to go out for request for proposals.

Frannel also said that although each entity will maintain their respective attorneys, participants agreed to appoint a lead attorney to represent the entire group which will be Columbia Basin Electric’s attorney.

Judge Shaffer said he hopes the project can proceed as soon as possible. Deason responded that he is working on an RFP and should have a draft ready in seven to 10 days.

IN THE MATTER OF BUILDING CODES

Judge Shaffer reported that he has a conference call with AOC Director Mike McArthur and State Building Codes Division Mark Long and Shane Sumption regarding various options for building codes services, including partnering with the State, partnering with other counties, or forming a department within the County. Judge Shaffer said he asked Mark Long and Shane Sumption to give a presentation to all three County Courts at the upcoming Tri-County meeting, tentatively scheduled for Oct. 25th. No decisions were made.

IN THE MATTER OF NOVEMBER MEETING

Judge Shaffer noted that AOC’s Annual conference conflicts with the Court’s second regular meeting on Nov. 15. After discussing various options, the Court agreed to move the first regular meeting, which will also include a Public Hearing on the Economic Enhancement Ordinance, from Nov. 1 to Nov. 8.

IN THE MATTER OF SIP WORK SESSION

A work session regarding the future of SIP Discretionary Funds will be held during the Court’s next regular meeting on Oct. 18.

IN THE MATTER OF COURT MEMBER REPORTS

Commissioner Wetherell reported that she recently completed the last session of AOC County College and found it valuable.

Commissioner Weimar reported that he attended a recent CAPECO meeting, at which the Board decided to pursue the possibility of assuming Area Agency on Aging services formerly offered by MCCOG.

Judge Shaffer reported that he attended AOC's recent District 3 meeting, which involved a number of discussions and presentations, including:

- CIS insurance recommendations.
- LGPI's Human Resources and Union Negotiations program.
- preventative health care information provided by GOBHI CEO Kevin Campbell and Kristen Dillon, Vice Chair of Community Solutions CCO.
- funding options for juvenile housing at NORCOR.
- AOC's proposed dues increase of 2.2 percent for each county

Judge Shaffer also reported on a recent a meeting of Community Renewable Energy Association regarding tax competitiveness and other matters associated with wind energy.

IN THE MATTER OF MINUTES AND CLAIMS PENDING REVIEW

The Court clarified confusing wording and made various corrections to the Sept. 20 Court meeting minutes.

MOTION by Commissioner Weimar, second by Judge Shaffer, to approve Sept. 20 minutes as corrected and September claims pending review. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

Sept. 6 Regular Court Session and Executive Session Minutes were tabled.

IN THE MATTER OF THE NEXT COURT MEETING

The next regular Gilliam County Court meeting will be held on Wednesday, Oct. 18, 2017 beginning at 10:00 a.m. at Gilliam County Courthouse in Condon, Oregon.

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 Shaffer adjourned the meeting at 2:45 p.m.

GILLIAM COUNTY COURT

By _____

Steve Shaffer, Judge

By _____

Michael Weimar, Commissioner

By _____

Leslie Wetherell, Commissioner

Mary H. Dyer/Recorder _____