

10-18-17

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

- Consider approval of Juvenile Director/Juvenile Court Counselor job description
- Discussion regarding volunteer dinner

IN THE MATTER OF INTRODUCTION

Gilliam County Treasurer Nathan Hammer introduced Kelly Smith, who was recently hired to fill the new Treasurer's Administrative Assistant/Information Technology Coordinator position.

IN THE MATTER OF HIGHLY RURAL TRANSPORTATION GRANT AGREEMENT

County Public Transportation Coordinator Marla Davies presented the 2017 HRTG Grant Agreement for the Court's approval. She explained that the grant provides funding for wages and transportation costs when taking local veterans to medical appointments.

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve the 2017-18 Highly Rural Transportation Grant in the amount of \$50,000, including \$5,000 to Oregon Department of Veterans Affairs for administration costs. Commissioner Weimar requested clarification regarding how the money is to be used, and Davies said that the funds are flexible and can be used as needed. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF TRANSPORTATION COORDINATOR STAFF REPORT

Transportation Coordinator Marla Davies reported the following:

- Region 4 Transit Funding has been approved for a total amount of \$113,100 with a match of \$11,615. Funds will be used for bus barn expansion design, dispatcher support and purchase of an ADA accessible van.
- Theresa Conley is replacing Regional Transportation Coordinator Joni Bramlett, who is retiring.
- The bus barn project is moving forward. The cost is more than anticipated, but funds in the Transportation budget will cover the difference. Davies is also looking into additional grant opportunities.
- Working conditions are difficult with three employees and a radio communication system all located in the Transportation office. Davies is looking at used office furniture that is more suitable and can also be used in the new bus barn office.

- A new communication system, funded via grant dollars, includes radios, GPS and compatible cell phones. Drivers have been using the radios for about a week with good results.
- Future funding looks good for transportation programs throughout Oregon. The Statewide Transportation Improvement Fund will gain revenue from the newly implemented 1 percent tax on employee wages.
- Due to aging out of volunteers, it's highly likely that the need for paid drivers will eventually come before the Court.
- Davies has received Workers Compensation funds to purchase a dispatching system, phone handset lift/headset, and other equipment to assist with her job duties.
- Drivers are taking CPR classes with Tena Ferguson, an Arlington Ambulance volunteer. Additional trainings are required to be in compliance with the brokerage contract.
- Sabrina Wagenaar has been a tremendous help during Davies' recuperation period.

Judge Shaffer thanked Davies for an outstanding job and commended her for finding funding sources for the County's public transportation program.

IN THE MATTER OF COTTONWOOD CANYON STATE PARK

Cottonwood Canyon State Park Manager Tom Peterson introduced new park ranger Evan Seidl.

Seidl reported that the year has been strong, with increases in overnight and day visitors and a substantial rise in repeat visitors at Cottonwood Canyon and J.S. Burres State Park. He said that 71,000 vehicles crossed the entrance gates, compared to 63,000 last year.

Peterson reported the following:

- An Experience Center, new cabins and restrooms and are in the design stage. Construction should begin soon with work completed before Outdoor School in 2018.
- So far, there have been no issues with hunting season and no trespasses, although a few people camping in the day use areas were relocated to acceptable camping spots.
- Two kayaks and a raft were stolen at J.S. Burres State Park.
- Natural Resource Intern Conner Cunningham did an outstanding job this summer and helped with a number of important tasks, including a trail survey and installation of a bike fix-it station.
- 22 students participated in Cottonwood Crossing Summer Institute.

- The OYCC crew did excellent work this summer. Diane Hassing was commended for her leadership.
- Bikes have been donated for use. Fishing poles are also available.
- Although a site on Hay Creek was originally developed, a site at Starvation Lane, on the Sherman County side, has become a de facto take-out location. Plans for development of a boat ramp are under consideration.
- Jim Hassing has discussed the possibility of Condon Elks Lodge donating a track wheelchair to improve access for more people.

IN THE MATTER OF LOCAL COMMUNITY ADVISORY COMMITTEE

MOTION by Commissioner Wetherell, second by Commissioner Weimar, to accept a letter of resignation from Vicki Winters, chair of the Gilliam County Local Community Advisory Council to the Eastern Oregon Coordinated Care Organization. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF VOLUNTEER DINNER

Court members briefly discussed volunteer dinners held in years past, noting that the dinner has been held annually since 2010 or 2011. Commissioner Wetherell asked if the event is well-attended, and Judge Shaffer said attendance varies from year to year, but turnout seems to be better when the dinner is held during the holidays. The Commissioners agreed the Judge and staff should move forward and plan a volunteer appreciation dinner.

IN THE MATTER OF ATTAINABLE HOUSING COMMITTEE PROPOSAL

Gilliam County Attainable Housing Committee co-conveners Julius Courtney and K'Lynn Lane; and PCDC Executive Director Rob Turrie, presented the Attainable Housing Committee Proposal and Request for Funding Commitment.

Lane thanked the Court for its support of the project and noted that with Jim Jacks' assistance, the Committee has narrowed down a number of options to the best possible solutions. She also said that a Landlord Toolkit has been developed for property owners who might be interested in renting out vacant properties.

Turrie explained the Committee's focus on the "Missing Middle" – increased housing required for the County's workforce to grow. He noted that a survey conducted by Oregon's Kitchen Table regarding Gilliam County housing opportunities received nearly 200 responses.

Turrie said the goal is to actively incentivize construction of workforce housing and to stimulate four types of activities: new single family construction, new multi-family construction, renovation and/or repair of existing homes for resale or rentals, and removal of dilapidated home and trailers.

Regarding dilapidated trailers, Gilliam County District Attorney Marion Weatherford discussed the ongoing problems associated with a trailer park located in Arlington, including crime, a high number of public complaints and possible issues with regulatory compliance. The Court and Committee members, including several in the audience, discussed possible solutions. Turrie acknowledged the problem but noted that the goal of the project isn't to solve problems at the trailer park.

Turrie presented the Committee's proposal for a public-private partnership in which PCDC would partner with the County to offer grants and revolving loans to stimulate a range of private sector housing activity. According to the proposal, Gilliam County would provide \$2,126,000 to PCDC in three separate fiscal year payments: half in FY 2017, one-quarter in FY 2018 and one-quarter in FY 2019. PCDC would manage and administer the incentive funds to the private sector based on recommendations from the Oregon Solutions Project Team, developed in consultation with the Court. PCDC would be responsible for administration, account and tracking of payments and repayments. The fund also allows for program management and oversight, capped at 10 percent. Judge Shaffer said the housing project is high priority, and conversations will continue. He noted that it's also necessary to discuss the matter with County legal counsel. No decisions were made at this time.

IN THE MATTER OF MICROSOFT OFFICE CONTRACT AMENDMENT

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve a Microsoft Office contract amendment in which service is moved from the Enterprise cloud to the Government cloud. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF PLANNING DEPARTMENT

Gilliam County Planning Director Michelle Colby requested approval for submittal of two Grant Young Memorial Planning Assistance Grants, provided by the Department of Land Conservation and Development to help Oregon Communities implement successful planning programs. There are no requirements for cash match.

MOTION by Commissioner Wetherell, second by Commissioner Weimar, to approve submittal of Grant Applications requesting \$1,000 for City of Lonerock planning program and \$4,000 for the County's local planning program, for the 2017-19 biennium. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

Michelle Colby explained the Multi-County Code Update Project, which offers code update services for the 2017-19 biennium. The services are provided by Oregon Department of Land Conservation and Development for counties that want to update their farm and forest zones.

The Court agreed to submit a letter of interest, as requested by Colby. No matching funds are required.

Judge Shaffer opened discussion on proposed amendments to Senate Bill 432, which allows certain land use planning exemptions for rural counties with no population growth for the last two census reports, thus allowing more local control on land use issues. He said Senator Courtney has requested to carry the Bill to the next session. At the conclusion of the discussion Judge Shaffer suggested and Commissioners agreed the Court should remain involved but shouldn't take a position at this time.

IN THE MATTER OF ARLINGTON TV COOPERATIVE REQUEST

Gilliam County Economic Development Director/Port of Arlington Manager Peter Mitchell and Alan Cunningham, Arlington TV Cooperative Board President were present to request a \$250,000 line of credit from the County's Business Loan Fund at 2 percent interest with a 10-year payback for completion of the Arlington TV Cooperative fiber project. Cunningham noted that the project has encountered cost overruns, primarily due to unanticipated boring in several areas, as well as a project extension to Mesa industrial park and unanticipated costs associated with the headend and central office. The Court requested a complete breakdown of expenses. Cunningham requested to have the matter placed on the agenda for the Nov. 8 Court meeting.

IN THE MATTER OF SOUTH GILLIAM COUNTY HEALTH DISTRICT REQUEST

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve disbursement to South Gilliam County Health District in the amount of \$150,000 as allocated for the 2017-18 fiscal year. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE AMOUNT OF ADDITIONAL EXPENSES FOR FIBER CONSULTANT

The Court discussed an increase in payment for Fiber Consultant Joe Franell, as the project is more complicated than expected due to public contracting rules and complexity of negotiations with Zayo Group. The previous cap of \$7,500 has already been met. Franell anticipates an additional \$2,000 will be sufficient.

MOTION by Commissioner Weimar, second by Commissioner Wetherell, to approve an additional \$2,000 to Joe Franell's contract for fiber advisory services. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF APPROVAL OF JUVENILE DIRECTOR JOB DESCRIPTION

The Court discussed a job description for Juvenile Director/Juvenile Court Counselor which was approved in draft form at the Sept. 20th Court meeting. Judge Shaffer noted that a CIS HR Consultant has advised that draft job descriptions shouldn't be used for

recruiting new hires. Judge Shaffer also noted a correction that needs to be made to the draft job description; “FLSA: Non-Exempt,” should say “Exempt.” Commissioner Weimar said he would prefer to approve job descriptions all at once rather than piecemeal. It was agreed that is the plan but approval of this job description is needed now in order to move forward and hire a new Juvenile Director.

MOTION by Commissioners Wetherell, second by Commissioner Weimar, to approve a Position Description for Juvenile Director/Juvenile Court Counselor, with change from non-exempt to exempt. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

IN THE MATTER OF VETERANS SERVICES OFFICER QUARTERLY REPORT

The Court acknowledged receipt of a quarterly report for the first quarter, fiscal year 2018, submitted by Veterans Service Officer Bryan Hunt. The report included an accounting of interviews, claims, appeals, referrals and other activities. Hunt was unable to be present.

IN THE MATTER OF WORK SESSION: SIP FUNDS

Judge Shaffer opened a work session to discuss possible changes regarding distribution of the County’s SIP funds. He presented spreadsheets of yearly totals and explained SIP calculations, specifying that the data is for informational purposes only. The discussion also involved potential development of a reserve fund and how to ensure that such a fund complies with Oregon budget law, or if it might be better to continue as-is, with the balance held in unappropriated funds. Direction of the Pennington reserve fund, currently at approximately \$1.4 million, was also briefly addressed.

Judge Shaffer suggested, with the Commissioners approval, he will meet with the Treasurer and Assessor and continue to discuss the matter and come up with some direction for the Court by the next budget year. The matter will be discussed again in early 2018.

IN THE MATTER OF COURT MEMBER REPORTS

Judge Shaffer:

- reported on a recent meeting of MCCOG regarding distribution of services currently provided by that organization, specifically Area Agency on Aging, Transportation and Building Codes. Although several options were discussed, no decisions were made because the MCCOG meeting wasn’t publicized in advance as required by law. Another meeting will take place next week.
- noted that Frontier Telenet will meet on Friday, Oct. 20.

- said he plans to attend an Oregon Broadband convention in Hood River Friday, Oct. 20.
- noted he cannot attend tomorrow's NORCOR meeting but that Sheriff Bettencourt plans to attend. Commissioner Wetherell said she may also be able to attend.
- reminded that a Tri-County Court meeting will be held in Moro on Oct. 25.
- said that LGPI Consultant Ruth Mattox will be at the Courthouse next week to meet with department heads and elected officials which requested an appointment to review the draft job descriptions.
- said he attended a recent Community Appreciation Dinner at Waste Management, which wasn't well-attended due to lack of publicity. Commissioner Wetherell also attended the meeting.

Commissioner Wetherell:

- attended a meeting in Arlington regarding plans for cricket control for the upcoming year. Discussions involved methods of controlling pests in rural areas around Arlington.
- plans to schedule a ride-along with the Sheriff's Department.
- asked about progress of a Request for Bids for the fiber project, noting Fiber Attorney Jim Deason's estimate that the document would be ready seven to 10 days after the Oct. 4 Court meeting. Judge Shaffer said a difference of opinion among attorneys has delayed the process.

IN THE MATTER OF APPROVAL OF COURT MEETING MINUTES

MOTION by Commissioner Wetherell, second by Commissioner Weimar, to approve Sept. 6 Court meeting minutes, Sept. 6 executive session minutes, and October 4 Court meeting minutes, with corrections. Shaffer – Yes; Weimar – Yes; Wetherell – Yes;
Motion Carried.

IN THE MATTER OF THE NEXT COURT MEETING

The next regular Gilliam County Court meeting will be held on Wednesday, Nov. 8, 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 3:30 p.m.

GILLIAM COUNTY COURT

By _____

Steve Shaffer, Judge

By _____

Michael Weimar, Commissioner

By _____

Leslie Wetherell, Commissioner

Mary H. Dyer/Recorder _____