

**3-15-2017**

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

**IN THE MATTER OF NORCOR BOARD DECISION AND BALLOT MEASURE**

Judge Shaffer reported that at a meeting the previous day, the NORCOR Board of Directors voted to move forward with permanent tax levy, which will be placed on the ballot for the May 16, 2017 election. The Court discussed potential tax implications if the levy passes, but agreed that this isn't a good time to withdraw from NORCOR.

**IN THE MATTER OF PUBLIC HEARING, WEED CONTROL SPECIAL ASSESSMENT**

At 10:30 a.m., Judge Shaffer opened the second of two public hearings to receive public comments in the matter of a Weed Control Special Assessment. Weed Control Officer Don Farrar explained that most of the funds are used to control noxious weeds, with a smaller amount for labor.

After no public comments were received, Judge Shaffer closed the hearing at 10:45 a.m. **MOTION** made by Commissioner Weimar, second by Commissioner Wetherell, to approve a special weed assessment in the total amount of \$48,563.54. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

**IN THE MATTER OF CONDON CHILD CARE UPDATE AND REQUEST**

Condon Child Care Director Jennifer Bold updated the Court on fundraising for construction of a new child care center, with groundbreaking expected to take place this spring. She also noted that the organization is on track to build the facility mortgage-free. Bold requested funding in the amount of \$150,000, which will be used only as a temporary placeholder until grant monies are released from the Ford Foundation and other grantors.

**MOTION** by Judge Shaffer, second by Commissioner Weimar, to create a placeholder for Condon Child Care in the amount of \$150,000 to be funded by wind energy SIP funds. Commissioner Weimar commented that this is an appropriate use of the funds, which are intended for community projects. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

**IN THE MATTER OF GILLIAM COUNTY LIBRARY BUDGET REVIEW**

Gilliam County Library Chairperson Cindy Osterlund presented a Supplemental Budget Pre-Request for the upcoming budgeting process. Osterlund also suggested possible uses for this year's excess funds in the amount of \$8,600, including youth programming, early literacy stations, patio table and chairs and librarian office desk. She also noted that the Library will need to find storage for donated books if the warehouse is

demolished. Proceeds of the books, sold at the annual Fourth of July book sale, are used to fund The Imagination Library, which has provided free books to 62 children during the past year. The Court asked Osterlund to come back with specific details for use of the extra funds.

#### **IN THE MATTER OF GILLIAM COUNTY ROAD DEPARTMENT**

Roadmaster Dewey Kennedy informed the Court that Assistant Roadmaster Gerry Durfey has tendered his resignation effective June 29, 2017. Kennedy noted that Durfey is on light duty following a shoulder injury in December, which leaves the crew short-handed for spring work beginning soon. The Court agreed with Kennedy's request to begin the hiring process as soon as possible.

#### **IN THE MATTER OF DESCHUTES COUNTY REQUEST FOR FUNDING**

The Court briefly discussed Deschutes County's request for a contribution to help with expenses associated with the NACo Western Interstate Region Conference to be held at Sunriver May 24-26. The matter was tabled until more information is available.

#### **IN THE MATTER OF RESOLUTION NO. 2017-03**

**MOTION** by Commissioner Weimar, second by Commissioner Wetherell, to approve Resolution No. 2017-03 in the matter of designation of a community dispute resolution coordinator. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

#### **IN THE MATTER OF RESOLUTION NO. 2017-04**

**MOTION** by Commissioner Weimar, second by Judge Shaffer, to approve Resolution 2017-04, in the matter of participating in funding activities of the Oregon Office for Community Dispute Resolution. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

#### **IN THE MATTER OF LEASE AGREEMENT**

The Court discussed an agreement between Gilliam County and Robinson Brothers Construction, Inc. for lease of property within Shutler Industrial Park.

**MOTION** BY Commissioner Weimar, second by Commissioner Wetherell, to enter into an agreement with Robinson Brothers Construction, Inc. for lease of two acres in Shutler Industrial park, total \$6,900 for six months. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

#### **IN THE MATTER OF AGREEMENT ON SIP COMMUNITY SERVICE FEES**

Judge Shaffer noted that according to SIP requirements, the Court must meet with representatives of Code 4 Taxing Districts (North Gilliam County Cemetery District, North Gilliam County Fire Protection District, Port of Arlington and North Gilliam County

Health District) to determine how to distribute SIP Community Service Fees in the amount of \$500,000. The meeting, which must take place by April 27, was scheduled for Wednesday, April 12 at 6:30 p.m. at Arlington City Hall.

#### **IN THE MATTER OF WASTE MANAGEMENT INVITATION**

The Court noted that Waste Management has extended an invitation for the Court to visit the Columbia Ridge Landfill site. A visit will be scheduled for April.

#### **IN THE MATTER OF ROADMASTER REQUEST**

Roadmaster Dewey Kennedy requested that Court members tour County Roads to view road conditions as well as current and future projects. The Court agreed to tour roads in the South end of the County on April 5 and the north end on April 12, times to be determined. The tours are for informational purposes only.

#### **IN THE MATTER OF EAST CASCADES WORKFORCE INVESTMENT BOARD**

The Court discussed a grant match in the amount of \$5,000 to assist with funding a summer internship at Cottonwood Canyon State Park. Commissioner Weimar stated that \$15/hour may be excessively high for the position, which is basically on-the-job training. No decisions were made.

#### **IN THE MATTER OF RENEWAL OF PROFESSIONAL SERVICES**

Dana Peck, Executive Director of the Greater Goldendale Chamber of Commerce, requested that the Court provide financial support for renewal of a services agreement between the five-county Mid-Columbia Economic Development District and a wind energy consultant. Peck explained that although some risk is involved, the goal is to reopen the California market to Mid-Columbia wind energy.

**MOTION** by Commissioner Weimar, second by Commissioner Wetherell, to approve expenditure of \$10,000 to renew professional services with Mid-Columbia Economic Development District for wind marketing consulting services, to be funded from the Fund 235, Gainshare line Item. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

#### **IN THE MATTER OF PORT OF ARLINGTON QUARTERLY REPORT**

Peter Mitchell, Port of Arlington Manager/Economic Development Officer, presented Port of Arlington's Quarterly Report. The Report focuses on three areas as follows:

- Port Marina – The Port has completed a river access project on the north side of Island Park. The new feature and other improvements to the marina and park are expected to attract visitors in increasing numbers. Several events are planned.

- Industrial development – The Port is working with engineers to refine plans for two industrial buildings at Shutler Station, including a rail car repair facility and a wind service center building. The Port is also seeking to build a flex building in the Arlington Mesa Industrial Park. As noted during the previous Court meeting, the Ag Lab is closing effective March 30. Customers and staff have been informed.
- Small business development – The Port’s Small Business Development program is currently advising four new startup businesses.

### **IN THE MATTER OF FIBER PROJECT, ONGOING DISCUSSION**

The Court continued an ongoing discussion about the Fiber Project. Present were Lori Anderson, Columbia Basin Electric Cooperative; Katherine Greiner, City of Condon Administrator; and Ken Gross, Home Telephone. Pros and cons of aerial vs. buried fiber, possible points of failure, certain redundancies and the need for a mission critical direct line were discussed. Anderson noted that CBEC’s goal is to deliver fiber service to rural residents, and that a feasibility study is planned.

Greiner said the City has requested answers to five questions: 1) Route; 2) Ownership; 3) City of Condon involvement; 4) the County’s next steps and 5) cut-off point regarding cost of aerial vs. buried cable. Greiner also asked if the County is hiring engineers, and Judge Shaffer responded that the County may be able to utilize the City’s engineers. He also said the Court hopes to have a consultant on board as soon as possible.

### **IN THE MATTER OF GIS CADASTRAL DATA LICENSE AGREEMENT**

Gilliam County Assessor Chet Wilkins presented a GIS Cadastral Data License Agreement, which allows plat maps, tax lots and other information to be placed on the Oregon State website.

**MOTION** by Commissioner Weimar, second by Commissioner Wetherell, to approved the GIS Cadastral Data License Agreement with the State of Oregon at no cost to the County. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried. The agreement will remain in effect unless terminated by either party upon thirty days written notice.**

### **IN THE MATTER OF ENGAGEMENT LETTER AND AUDIT CONTRACT**

The Court reviewed Oster Professional Group’s Professional Group Engagement Letter and Audit Contract presented by Gilliam County Treasurer Nathan Hammer.

Commissioner Wetherell asked how long the County has retained the same auditing firm. The Court agreed with her recommendation to consider switching auditors in the future, in accordance with Oregon’s Public Contracting Rules.

Motion was made by Commissioner Wetherell, seconded by Judge Shaffer, to approve the Oster Professional Group Letter of Engagement and Audit Contract for a fee not to exceed \$31,830 for the audit, plus not to exceed cost of \$6,370 for assisting in the preparation of the financial statements and MD&A. Shaffer – Yes; Weimar – Yes; Wetherell – Yes; **Motion Carried.**

### **IN THE MATTER OF REQUEST FOR ADDITIONAL STAFF**

Gilliam County Assessor/Tax Collector Chet Wilkins and Treasurer Nathan Hammer were present for a discussion on their written request that the Court consider reinstating the position of Treasurer Assistant, and to appoint the Treasurer to assume the duties of tax collector, currently the responsibility of the Assessor. The Treasurer Assistant, a .50 administrative position, would provide support and assistance to the Treasurer/Tax Collector's office.

The Court then reviewed a list of Michelle Colby's IT duties, which she performs in addition to her responsibilities as County Planning Director. Workload in the Planning Department has increased and Colby is unable to keep up with the IT duties. The Court agreed to include a .50 position for consideration in the upcoming budget process. Commissioner Weimar asked about the current process the County is undergoing with Local Government Personnel Institute in which position analysis questionnaires are being completed by existing staff and job descriptions updated. It was noted a questionnaire will need to be completed and job description written for the proposed new position/s. Treasurer/Budget Officer Nathan Hammer estimated the cost of the additional employee proposed to be \$17,000 for ½ time with no benefits, or \$50,000 for full time employee with benefits. It was consensus of the Court to budget for the position. It was noted it's the Court's decision to approve a new position but it will need to go through the budget process.

### **IN THE MATTER OF CORRESPONDENCE**

The Court received the following correspondence:

- An annual report from the Condon Dollars for Scholars organization.

### **IN THE MATTER OF COURT MEMBER REPORTS**

Commissioner Wetherell:

- attended a three-day session of County College sponsored by AOC.
- attended last week's Arlington City Council Meeting.

- plans to attend tonight’s meeting of the Columbia Ridge Landfill Citizen’s Advisory Committee.

Judge Shaffer:

- reported on events at a recent AOC meeting.
- attended yesterday’s NORCOR Board of Directors meeting. The Board will meet again to review the budget.
- reported on a meeting of the North Central Public Health District, and discussed budget shortfalls.
- attended a meeting of Frontier Regional 911, which included discussions regarding infrastructure.

Commissioner Weimar:

- attended a regular meeting of Mid-Columbia Council of Governments.
- attended at AOC meeting, reported on legislative issues facing the County.

**IN THE MATTER OF CONSENT AGENDA**

**MOTION** by Commissioner Weimar, second by Commissioner Wetherell to approve the March 1 regular Court meeting and work session minutes as amended. Weimar – Yes; Shaffer – Yes; Wetherell – Yes; **Motion Carried.**

**IN THE MATTER OF THE NEXT COURT MEETING**

The next Gilliam County Court meeting will be held on Wednesday, April 5, 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 4:00 p.m.

GILLIAM COUNTY COURT

By \_\_\_\_\_

Steve Shaffer, Judge

By \_\_\_\_\_

Michael Weimar, Commissioner

By \_\_\_\_\_

Leslie Wetherell, Commissioner

Mary H. Dyer/Recorder