The Lake County Board of Commissioners met in Work Session on Tuesday, November 1, 2011 at 9:02 a.m. The following members were present: Chairman Dan Shoun, Vice Chair Bradley J. Winters and Commissioner Ken Kestner. Also present: Administrative Assistant Denise Thorsted.

Additions: None
Deletions: None

9:00 a.m. – COIC/Industrial Park, County Lands Bob Pardee & COIC Kevin Bradley
Perry Andrews and David Berman with COIC were also in attendance for this discussion. Mr. Bradley provided a brief overview of the COIC program and the need for a location during winter months with space for students to complete projects. An opportunity had arisen for this program to utilize space at the Lake County Industrial Park location and in lieu of rent, have projects completed for the County (such as building picnic tables). Outreach occurring in North Lake was also discussed.

Mr. Pardee provided information on the vacant area to be considered for COIC. Mr. Pardee agreed to discuss with Legal Counsel the need for either an Intergovernmental Agreement or a month-to-month lease between Lake County and COIC. Mr. Bradley agreed that COIC would be responsible for all utilities during time of occupancy. Mr. Pardee confirmed that the taxable status would not change as COIC was tax exempt. Discussion continued on potential COIC projects.

Commissioner Winters confirmed that the propane issues at the incubator building would be resolved before COIC began occupancy.

This items was added to the November 2nd, 2011 Regular Session for potential decision.

Other Business:
Electronic Medical Records Update:
Mental Health Director Jack Breazeal provided follow-up information on options for the potential purchase of EMR equipment.

Additional information regarding costs was provided on equipment available from “Credible”. This information included fees for training and additional forms needed. All additional fees were felt to be up front and included in the contract presented by Credible. Discussion followed.
Mr. Breazeal confirmed that he had spoken with Legal Counsel and was instructed that this purchase would require going out for bid/Request for Proposal (RFP). A second company had contacted Mr. Breazeal regarding potential purchase of equipment. Qualifacts was currently installing equipment for Klamath County and provided cost comparisons that showed the upfront cost of the equipment $60,000 and an additional $6,000 per year. This cost did not however include all services where the fee stipulated by Qualifacts ($15,000 per year) would. Discussion continued on the RFP process to take place.

Mr. Breazeal confirmed that the new Association of Oregon Counties Mental Health Director Cheryl Ramirez was scheduled to be in Lakeview on November 2nd. Commissioner Shoun asked that the Board have the opportunity to speak with Ms. Ramirez. This discussion was added to the November 2nd Regular Session Agenda @ 2:00 p.m. (subject to change depending on arrival time in Lakeview.

Additional discussion took place on cost comparisons between Credible and Qualifacts.

Break: 9:34 a.m.
Resume: 9:38 a.m.

Assessor Appointment Discussion:
Commissioner Winters stated that he had an opportunity to speak with Larry Reeder regarding his potential appointment to this position and confirmed that Mr. Reeder understood the appointment and that there would be no guarantee of employment if a new Assessor were to be elected during election time. Discussion followed.

Potential appointment for this office was scheduled for the November 2, 2011 Regular Session meeting.

Department Updates:
County Lands, Bob Pardee:

Airport Development Update: Mr. Pardee confirmed that he had spoken with WH Pacific about future commercial development and had spoken with the Fire Marshal about fire suppression. There was a conference call scheduled for 2:00 p.m. this afternoon with WH Pacific to have further discussion on fire suppression, utilities and the potential for Connect IV funding for this opportunity. Fire suppression needs were discussed.

Mr. Pardee confirmed that the repairs to the Airport pump house were moving forward and that the roof and south side of the building would be metal clad by the end of the day. Students involved in the COIC Work Program were being utilized for this project which was felt to be working well.

Resolution 11-11-02: Mr. Pardee explained that a request to vacate had been received from Lakeview Redi-Mix on property located south of Lakeview. Approval of this Resolution would allow for the notification process for vacation to begin. Discussion followed on the property involved in this request.

Decision scheduled for the November 2, 2011 Regular Session meeting.
ePermitting IGA Discussion: Mr. West stated that on October 20, 2008 Lake County had made a request to be considered for the ePermitting Program available through the State of Oregon. Mr. West explained that most of the cost for this program was paid from the State’s surcharges (12%). There were additional fees associated (2.4%) for the “privilege” of utilizing the program. Mr. West felt that this charge was worth the cost for the tracking system that would be available.

Mr. West explained how the current system in place worked and the ability to transfer historical information to the new system. Information was also given on the permitting steps that would take place with the new ePermitting system. Convenience for out of the area contractors and the ability to purchase permits on line was expected to increase the volume of sales and allow for an easier process to be in place. Discussion followed.

As the IGA presented was in draft form and did not include fees to be paid. Mr. West agreed to return at a later date with a final IGA for approval. Decision was to be deleted from the November 2nd Agenda. Scheduling capabilities for inspections and training were discussed.

Other Department updates:

Ms. Thorsted provided a summary report showing recent hits that had occurred to the County website. There had been 157 hits in a 24 hour period. The report provided listed the top ten countries and top Oregon cities that had viewed the site. Custom reporting had been set to show the information most reviewed. Commissioner Shoun asked for an option to be added to those pages most looked at by viewers that would request additional information if desired. Ms. Thorsted agreed to add this option to those pages. Discussion followed.

Liaison Updates:

Commissioner Winters confirmed that the Juvenile Director would be out of the office for up to ten days and available by phone if necessary. Commissioner Winters would be aiding that department as needed.

Commissioner Winters confirmed that the Governor’s Regional Solutions Team was scheduled to meet on Thursday November 3rd to set goals for the Team. As he had a conflict with this evenings Summer Lake Rural Post Office meeting, he would attempt to attend via conference call.

Commissioner Winters discussed the upcoming AOC conference to be held in Eugene mid November and addressed meetings he would be attending and potential networking for departments.

Commissioner Winters discussed this week’s Rural Post Office meetings: Adel, New Pine Creek and Summer Lake.

SCOEDD/SCOACT was changed to Klamath Falls (rather than Lakeview) on Friday, November 4th. This change had created a conflict for Amy Amrhein, Aide to Senator Merkley as she had obligations made in Lakeview.

Lake County Road Advisory meeting was scheduled for 10:00 November 7th in Paisley.
Commissioner Shoun would be attending the monthly Chamber of Commerce meeting on November 3rd. Members from the Lakeview Interagency Office were to discuss the potential of combining dispatch offices. Commissioner Winters addressed the topic of the “Community Website” being proposed by the Ford Family group and asked if a presentation had been presented to the full board. It had not been at any meeting attended by Commissioner Shoun. Discussion followed.

Commissioner Shoun confirmed that he would be giving an update on Trust Lands at the upcoming SCOEDD meeting. Commissioner Shoun would also be giving an update on the Wildland Fire Cohesive Strategy during the Public Lands session of the AOC conference.

Commissioner Kestner confirmed that there was an Oregon Community Foundation meeting scheduled for November 2nd from 3:00 – 5:00 p.m. @ the Lake County Senior Center to provide information on grant availability.

Commissioner Kestner had spoken with Anders Bisgard of Iberdrola Corporation regarding the enterprise zone and the potential issues (such as tax credits) with waiting to complete projects such as the biomass plant and potential natural gas. Discussion followed.

Commissioner Kestner addressed a letter received asking the Board to continue pressuring the Congressional Delegation to have our rural post offices remain open. Ms. Thorsted was instructed to draft a responding correspondence.

Commissioner Kestner informed the other members of the Board that a resident of Christmas Valley had been in the office to discuss the desire of citizens to put in a bike path in their area. Commissioner Winters stated that he had directed this individual to speak to a Road Advisory representative. Discussion followed.

Commissioner Kestner confirmed that he would not be in attendance for the upcoming SCOEDD meeting. Discussion followed on topics to be addressed during the SCOEDD/SCOACT meetings.

Recess: 10:55 a.m.
Resume: 1:05 p.m.

Recess to Executive Session 192.660 (2) (i): 1:05 p.m.
Resume from Executive Session: 2:37 p.m.
No decision made in Executive Session.

Commissioner Shoun agreed to work with the Administrative Assistant to schedule a consideration by the Board of direction of the Mental Health Director position. Mr. Collins was instructed to have written review added to employee file for future review.

Recess to Executive Session 192.660 (2) (a) & (i): 2:40 p.m.
Resume from Executive Session: 4:07 p.m.
No decision made in Executive Session.

Commission Shoun stated that discussion had occurred on the Planning Directors performance. Mr. Collins confirmed that consensus appeared as though Mr. Johnson meets or exceeds expectations in most areas. At time of hire, the Board had agreed to evaluated
performance after six months (was now eight months) and reevaluate salary (set between $46,000 and $60,000 at time of hire) and consider increasing based on this evaluation.

Commissioner Shoun felt that it was appropriate to increase salary. Discussion followed on potential salary range proposed by Commissioner Shoun of $52,000. Commissioner Kestner pointed out that the current projects being addressed were long term projects that outcomes had not been received to date and it would be difficult to judge ability until those outcomes could be reviewed.

Commissioner Shoun stated that the outcomes of the Planning Commission process and the Planning process did have measurable results and had been streamlined. Planning Commission packets were clean and effective allowing for better decisions to be made and the Comprehensive Plan and Zoning Ordinances were currently being reviewed as per agreement at time of hire. Commissioner Shoun felt that the $52,000 level was acceptable at this time with an additional review to take place at the end of the 18 month probation period. Discussion continued.

Commissioner Kestner moved to increase compensation of Planning Director Darwin Johnson Jr. to $52,000 annually. Commissioner Shoun second. Motion carried.

There being nothing further to come before the Lake County Board of Commissioners, the meeting adjourned at 4:18 p.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Dan Shoun
Chairman

Bradley J. Winters
Vice Chairman

Ken Kestner
Commissioner