The Lake County Board of Commissioners met in Work Session on Tuesday, December 20, 2011 at 9:00 a.m. The following members were present: Chairman Dan Shoun, Vice Chair Commissioner Brad Winters and Commissioner Ken Kestner. Also present: Administrative Assistant Denise Thorsted.

Additions: UPS Purchase Request Decision
Deletions: Snow Plow Equipment

9:00 a.m. – Oregon Department of Forestry Updates, Dustin Gustaveson

A brief history of this topic was provided by Mr. Gustaveson. The first meeting for the Classification Committee had taken place in 2009. Members of this Committee included Lee Fledderjohann as Chair, Pete Schreder, Randy Utley, Tom O’Leary, Greg Davis and Dustin Gustaveson. The preliminary Classification had been adopted in June, 2011 with public meetings being held beginning September, 2011.

During the public meeting process, around 800 letters had been sent to landowners with the potential for seeing direct effects. No verbal comments were received during the public hearings but there had been some written input received. Adoption of the Classification was in October, 2011. The newly adopted Classification was filed with the Lake County Clerk November 2, 2011 which began a 30 day appeal process (no appeals were received) making way for the Classification to be finalized December 3, 2011.

Mr. Gustaveson confirmed that letters were now to be sent to every landowner (575) affected by the new Classification (prior to March 1, 2012 as directed by budget operation). This letter would confirm that these landowner’s properties would be assessed. Mr. Gustaveson did not anticipate many calls from this letter.

Mr. Gustaveson explained that the reason for this undertaking had been due to the fact that there was an estimated 50,000 acres that were being protected but were not paying any type of assessment and to develop a better mapping system. The boundary lines for the Classification were provided. The Lake County Assessor was anticipated to have additional work because of this process in way of refiguring taxes on value of structure(s) plus five acres and not assessing for additional acreage.
The final Classification had resulted in an additional 8,000 acres of timber ground and an additional 96,000 of grazing land added for protection. Discussion followed on budgeting of fire protection and assessments.

Mr. Gustaveson discussed GIS Title III funds received ($30,000) and confirmed that a GIS expert had been contracted with during the Classification project. The GIS person had been able to develop a tax lot layer. This allowed for a viewer to view information on property that included ownership, acreage and other information. Coding errors within the Ormap system had been detected and were in the process of being corrected. A position had been hired through the Klamath Falls office to handle the GIS updating for Lake and Klamath Counties moving forward. Discussion continued on GIS capabilities.

Unprotected Wildfire Update

Mr. Gustaveson confirmed that two meetings had recently been held by the Fire Defense Board and were beginning to work for coordination between themselves and local Fire Departments within the County. The Fire Defense Board was working to coordinate when and how wildfire session was determined. The Department of Forestry usually looks at June 1st as the beginning of wildfire session.

The Department of Forestry also determines regulated closures and burning/burn barrels. Discussion followed on different rules set by each individual rural fire districts (Thomas Creek/Westside and Paisley) and the effects in relation to the new Forestland Classification adopted. Issues involved with the fact that not all rural fire districts being on the same schedule (such as shutting down of open burning or burn barrels) were discussed.

Mr. Gustaveson distributed handouts titled “Lake County Unprotected Lands” that provided information on burning that occurred on these lands. This information pointed out that there was not a formalized process for landowners seeking approval/guidance for burning or reporting fires on these lands. Discussion followed on the need for a formalized process, enforcement and members of the Fire Defense Board.

The Fire Defense Board’s next scheduled meeting was set for February 7, 2012. Discussion followed on steps to be taken for a potential Burning Permit process. The Board expressed their desire to remain engaged moving forward. Commissioner Shoun agreed to work with the Fire Defense Board and affected agencies on this matter.

Break: 10:07 a.m.
Resume: 10:18 a.m.

10:00 a.m. – Department of Community Corrections, Kiki Parker-Rose

Mrs. Parker-Rose explained that Community Corrections charged fees to offenders for services such as polygraph examinations, treatment costs, supervision fees and positive urinalysis which were not always collected. When offenders were released from Community Corrections, uncollected fees were turned over to the Department of Revenue (DOR) for collection. A check for collected fees was then forwarded from the DOR in April/May (around $4,000 last year).
This IGA allowed DOR to collect fees on behalf of Lake County. Discussion followed. Mrs. Parker-Rose confirmed that Legal Counsel had reviewed with no issues found. Decision on this topic was scheduled for the December 21, 2011 Regular Session.

State of Oregon Department of Corrections IGA #4613 for Drug Addiction Services

This IGA pertained to the Supplemental Funding received from the Department of Corrections. This funding had originally been included in Measure 57 funding but was later renamed “Supplemental Funding”. Funding was for drug addicted offenders as stated in Measure 57. These funds were to be utilized by a contract with Lake County Mental Health to provide “Moral Reoncation Therapy” to offenders.

On the advice of Legal Counsel, items were to be corrected before final contract was forwarded to the State of Oregon. Errors in dates and funding amounts in the extended contract had been found during the review process and were to be properly stated at the time of submission. Mrs. Parker-Rose confirmed that this funding was a positive for the County as it allowed for the County to provided alcohol and drug services and criminality services for offenders. This agreement was for only one year. Discussion followed on future funding of this IGA and the option of taking an “opt out” in the future if needed.

Decision on this topic was scheduled for the December 21, 2011 Regular Session meeting.

Klamath/Lake IGA for Parole/Probation Management Services

Klamath and Lake County had been under this agreement since July of 1996 with Klamath County providing administrative services for Lake County. These services included the Director’s time (Mrs. Parker-Rose) as well as the time of the Assistant Director and the Corrections Manager. Klamath County also did the inputting of all Court Orders, maintained offender files and paid for the Batterers Intervention Program.

The rate over the years had been reduced to about $23,000. Mrs. Parker-Rose asked that the rate be reviewed at this time and for it to be increased to $28,000 (the original rate was believed to have been around $32,000). Mrs. Parker-Rose provided information on how the increase requested had been calculated. Discussion followed on travel of Klamath County Community Corrections to Lakeview to complete work and the open Corrections Assistant position that was proving difficult to fill.

This topic was scheduled for decision on the December 21, 2011 Regular Session Meeting. Mrs. Parker-Rose agreed to work with the Lake County Treasurer for Resolution for the increase to the budget and confirmed that this topic was on the Klamath County Agenda the following week for approval.

Commissioner Winters pointed out that through the Treasurers Office, there was the opportunity of utilizing a part time person that could potentially fill in is needed. Discussion followed.

Other Business:

Board of Property Tax Appeals Appointments:

Decision on this topic was scheduled for the December 21, 2011 Regular Session meeting. No discussion at this time.
Department Updates:
Property and Lands-
Feed-in-Tariff:

Mr. Pardee confirmed that he had left a message with Eric Anderson of Pacific Power. Mr. Anderson was the individual assigned to manage the Power Purchase Agreements for projects such as the ones at the Road Department and Fairgrounds. Mr. Pardee had not received confirmation to date that these projects were complete and producing power. Once confirmed, payment distribution would need to be determined. Discussion followed.

Following discussion, the Administrative Assistant was instructed to forward a letter to Energy Resource Group (project contractor) asking them to come before the Board and present an update.

Cost Allocation for non-General Fund facility maintenance/repair:

Mr. Pardee confirmed that he was asking for permission to move forward to gain information and recommend the establishment of a policy regarding non-general fund departments (Public Health, Community Corrections and Library) for actual hours for general fund labor. A work order process had been established (via e-mail) to begin documenting requests and work performed. Discussion followed on work orders received and time involved in completing requests.

Following discussion, Mr. Pardee was instructed to work with his Commissioner Liaison (Commissioner Winters) on this matter.

In relation to this topic, Mr. Pardee added that there had been or were to be changes on how different departments were managed (Fairgrounds, Airport and Mental Health). Mr. Pardee felt that the work order system would be a benefit for managing the maintenance of these departments. Commissioner Kestner discussed the opportunity of utilizing work crews.

Mental Health Facility Responsibilities:

Mr. Pardee expressed the need to determine duties/responsibilities of the newly purchased location for Lake County Mental Health. Discussion followed on the budget and work to be performed at this location. Budgeting for maintenance within this department was discussed.

Uninterrupted Power Supply Purchase Request:

Mr. Pardee explained that there were two units currently located in the computer room; one on the main server and another on the network gear. The unit used for the network gear was more than six years old and currently had battery failure. Options/recommendation for this replacement was discussed: the County could trade in the used supply on a new UPS or purchase a unit outright and retain the old unit as a back up (a new battery would need to be added).

The amount for this purchase ($1,800 to $2,500) would come out of the Facility (Technology) line item and was within current budget.

Consensus by the Lake County Board of Commissioners was for Mr. Pardee to move forward with the purchase of a new Uninterrupted Power Supply.
**Liaison Updates:**

Discussion occurred regarding the potential of cancelling the December 27th Work Session. As there was nothing scheduled at this time, this session was cancelled.

Commissioner Winters addressed the confusion among County employees regarding comp time. Commissioner Winters was working with Human Resources on a draft a policy regarding this topic that confirmed that the County did not recognize comp time and outlined how overtime hours were to be addressed. Human Resource Manager was to work on this matter and bring forward for discussion/consideration.

Commissioner Winters reminded the Board that the Declaration with Iberdrola still needed to be finalized. Commissioner Kestner confirmed that he would bring this topic back once a sign copy was received from Iberdrola.

Commissioner Winters confirmed that he was scheduled to meet with individuals later in the day to discuss road inventory pertaining to the BLM Travel Management Plan. The group was working to determine roads that were in need of remaining open and the need for GIS availability moving forward. Discussion followed.

Commissioner Kestner addressed a previous discussion in which a request was made to the Harney County BLM and the Prineville BLM (as they included portions of Lake County) for information regarding roads and wilderness values. Harney County had sent information but nothing had been received from Prineville to date. Commissioner Kestner agreed to follow-up on the information requested.

Commissioner Kestner addressed the recent change in management at the Fairgrounds and confirmed that past Fairgrounds Maintenance person Steve Geaney had agreed to aid in this transition. He added that the Fairgrounds was in need of basic tools/equipment. The Manager was to bring a list before this Board in the near future. Discussion followed.

Commissioner Shoun provided a brief overview of the School Superintendents meeting that he had attended the previous week in Paisley. This was felt to have been a good meeting and expressed the desire of those in attendance that this Board’s participation continue and was appreciated. Audit processes and potential partnering were items that had been included during this discussion.

Commissioner Shoun confirmed that Congressman Walden’s office had been in contact with him requesting some “verbiage” for the Wildland Urban Interface requirements that the Federal Agencies had. Congressman Walden was hoping to get a different set of directions so that the requirements were not so restrictive.

Commissioner Shoun added that the call from Congressman Walden’s office had also included an update on the Collaborative Landscape Restoration Project funding. Congress had authorized $40 million in the new appropriations. The Lake County Stewardship request was the #1 ranked project. Approval would mean $1 millions per year for ten years for forest restoration.

This call had also confirmed that a representative from the Congressman’s office would be in attendance for the upcoming Economic Development meeting January 6th.
Commissioner Winters asked that discussion occur during the January 3rd Work Session to outline discussion to take place on January 6th.

The Board briefly discussed how fire level notifications are decided (low, medium, high).

Commissioner Winters gave a brief update regarding the recently completed Ruby Pipeline project. A fire in the line had resulted in the entire line being shut down for a short time. Discussion followed on representatives from this project returning periodically and appreciation of this project having occurred.

There being nothing further to come before the Lake County Board of Commissioners, the meeting adjourned at 12:02 p.m.

Respectfully Submitted,

[Signature]

Denise Thorsted
Administrative Assistant

Board Approval,

[Signature]  [Signature]  [Signature]
Dan Shoun          Bradley J. Winters     Ken Kestner
Chairman           Vice Chairman         Commissioner

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