BOAND OF COMMISSIONERS MEETING MINUTES
December 7, 2011

BEFORE THE BOARD OF COMMISSIONERS
County of Lake County
State of Oregon

REGULAR SESSION

The Lake County Board of Commissioners met in Regular Session on Wednesday, December 7, 2011 at 10:00 a.m. The following members were present: Chairman Dan Shoun, Vice Chair Bradley J. Winters and Commissioner Ken Kestner. Also present: Legal Counsel James Bailey and Administrative Assistant Denise Thorsted.

Additions: None
Depletions: Meeting Minutes

10:00 a.m. – PUBLIC COMMENT:
Individuals were in attendance to discuss a property vacation which was scheduled for public hearing on December 21st. These individuals were instructed to either attend the scheduled hearing or to submit information in writing prior to the hearing time.

10:10 a.m. – Public Hearing/Fee Ordinance Numbering, Possible Action/Consideration
Hearing Open: 10:16 a.m.

Administrative Assistant Denise Thorsted provided a brief history on this topic explaining that the Fee Ordinance in its current condition was cumbersome and difficult to update and maintain. By separating each department into their individual number, ordinances would be more efficiently maintained and could be added to the County website by department allowing for the public to find information faster and easier. Actual fee amounts were not being changed, only numbering. Legal Counsel confirmed.
Hearing Closed: 10:18 a.m.

Commissioner Winters moved to approve Resolution #12-07-11 in the matter of Fee Ordinance Numbering as presented. Commissioner Kestner second. Motion carried.

Other Business:
Plaque Presentation: The Board presented a plaque of appreciation to retiring Assessor Phil Israel for his many years of service.

Credit Card Acceptance: Treasurer Ann Crumrine confirmed that this opportunity was to provide credit card payment acceptance for multiple Lake County Departments through a company called GovTeller. GovTeller had done extensive research on visa regulations and the new consumer protection rules passed by Congress this past summer. Changes had recently been made in regard to how consumers could be charged for credit card use opening the door for fees that could be charged in numerous County departments.

December 7, 2011 – Board of Commissioners Regular Session Minutes – Page 1 of 3
The contract presented had been reviewed by Legal Counsel with changes having been made per his request. This system was completely web-based and would be at no cost to the County for implementation. All data would be maintained on GovTeller's server.

Legal advised that the initial contract was written as an automatic annual renewal with an advanced 60 day written notice prior for termination. Change was made to reflect termination upon written notice with the term of the contract as 36 months to renew automatically unless written notice is provided. Discussion followed on potential charge backs and references for GovTeller.

**Commissioner Winters moved to approve the GovTeller Merchant Agreement as presented. Commissioner Kestner second. Motion carried.**

**Sick Leave Transfer:** Mr. Collins explained that this was a request for transfer of one week to occur within the same department due to extreme health concerns.

**Commissioner Winters moved to approve the Sick Leave Transfer as presented. Commissioner Kestner second. Motion carried.**

**Department Updates:**

Property and Lands: Michael McDonald provided an update on his Eagle Scout project presented to the Board November 29th. Mr. McDonald confirmed that he would build three life preserver stations (including Anna as requested by the Board) this winter with pouring of cement and placement taking place by Troop #15 in the spring. Letters of intent had been received from the Oregon Department of Forestry and the Sheriff’s Department confirming their willingness to check the stations. Troop #15 would be responsible for storing and replacing life jackets.

The Board extended their appreciation for Mr. McDonald’s consideration of Anna Reservoir and for bringing this project forward.

Juvenile Department: Commissioner Winters stated that this discussion was necessary due to a change brought forward by the District Attorney’s Office. The Juvenile Department was no longer in the position of filing petitions for juveniles as they had in the past. Commissioner Winters expressed the need for all Oregon Revised Statutes (ORS) and policies information on this matter to be provided to all affected agencies in the County.

As such, Commissioner Winters had worked with Legal Counsel, Mr. Collins and the Juvenile Department to draft a memo designed to explain duties moving forward in order to eliminate confusion. Legal Counsel provided information on the statute allowing for this change to be made. The memo presented confirmed that the only change to be made was in regard to the filing of petitions. Discussion followed on the listed agencies to receive the memo.

**Commissioner Winters moved to approve the memorandum regarding the Operation of the Lake County Juvenile Department be forwarded as presented. Commissioner Kestner second. Discussion: Commissioner Kestner asked that a short explanation be added. Motion Carried.**
Legal Updates:
No updates for open session.

Additional Information:
Commissioner Winters confirmed that he had been asked to become a member of the Christmas Valley Chamber. Following a vote the previous day, Commissioner Winters was appointed to the Board beginning January 1, 2012. Commissioner Winters stated that he was both “honored and humbled” by this offer. Discussion followed.

Recess: 10:37 a.m.
Resume: 10:45 a.m.

Recess to Executive Session 192.660 (2) (h): 10:45 a.m.
Recess from Executive Session: 11:22 a.m.

No decisions were made during Executive Session.

Potential Special Session was to be scheduled December 13th if needed.

Commissioner Winters confirmed that he had been included in the Connect Lake County project for the Large Employers Consortium. Commissioner Winters had agreed to provide on February 9, 2012 (along with Town Manager Ray Simms) a two hour presentation on services the County has to offer for new employees to large employers such as the Forest Service/BLM and private sector employees. Discussion followed.

Commissioner Shoun confirmed that he was working to set a meeting regarding Economic Development opportunities in Lake County. This meeting had been tentatively set for January 6th @ 2:00 p.m. Discussion followed.

There being nothing further to come before the Board, the Lake County Board of Commissioners Regular Session adjourned at 11:30 a.m.

Respectfully Submitted
Denise Thorsted
Administrative Assistant

Board Approval,
Dan Shoun
Chairman
Bradley J. Winters
Vice Chairman
Ken Kestner
Commissioner

December 7, 2011 – Board of Commissioners Regular Session Minutes – Page 3 of 3