BOARD OF COMMISSIONERS MEETING MINUTES

May 3, 2016

LAKE COUNTY

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

WORK SESSION

The Lake County Board of Commissioners met in Work Session on Tuesday, May 3, 2016 at 9:00 a.m. The following members were present: Chair Ken Kestner and Commissioner Brad Winters. Vice-Chair Dan Shoun was absent from today’s proceedings. Also present: Administrative Assistant Denise Thorsted, Assessor Larry Reeder, Sheriff Mike Taylor, Treasurer Ann Crumrine, Road Master Rick DuMileiu, Business Manager Jay Collins, Planning Director Darwin Johnson, Rural Economic Development Specialist Ginger Casto and Lake County Examiner Member of Press Jimmy Hall. Number of Public present: 2.

Additions: USDA Broadband Grant Ratification
Deletions: Mental Health RFP

The Work Session was called to order by Chairman Kestner and the Pledge of Allegiance was recited.

9:00 am - Consent to Annexation of County Property/Town of Lakeview
Planning Director Darwin Johnson confirmed request received from the Town of Lakeview for annexation of County property. This was adjacent to property recently approved by the Board for a solar project and was located just outside of the Town limits within the Urban Growth Boundary. Joining Mr. Johnson for today’s discussion was Lakeview Town Manager Ray Simms.

Mr. Johnson’s recommendation was for the requested property to be donated to the Town of Lakeview as it would make the boundary more in alignment. Location of property requested was a narrow strip of land along the northern boundary of the OVL subdivision extending south of Missouri and parallel to the east of Roberta Road (Account #18655). Conversation included future potential properties to be annexed and ownership of adjacent road ways.

Other Business:
Mental Health Phone System Recommendation, IT Manager Denise Thorsted:
Confirmation was given on the need for updating phone system used by Lake County Mental Health. Recommendation was to approve the NEC System quoted from Basin Telecom in the amount of $9,794 to be paid from Mental Health funds.

Mental Health Request for Proposals Discussion:
Topic deleted from today’s discussion.
Road Dept. Culvert Quotes, Road Master Rick DuMilieu:
Confirmation was given the majority of culverts to be purchased were to be placed during the upcoming Dog Lake Road project. Conversation occurred on the cost of steel being down and affordability of this purchase. Recommendation was to accept lowest quote received from ConTech in the amount of $45,627.14.

Rock Crushing Bid Results, Road Master Rick DuMilieu:
Recommendation was to award to lowest bidder Pardue Construction for crushing and stockpiling 7,500 cubic yards of 3/4-inch to No. 10 material and 3,500 cubic yards of 1/4-inch to No. 10 material for a total of $231,000. Conversation occurred on process that had been followed. No bids had been received during the first request for bids, notation was made that two bids received were nearly twice the amount of the lowest bidder.

Rock Exemption, Road Master Rick DuMilieu:
Mr. DuMilieu confirmed that a "Rock Crushing Exemption – Rule 12A" was needed for the Road Department to exempt from the public bidding process 6,800 cubic yards of ¾-0 ($61,200) and 1,000 yards of 1/4-10 ($13,500) at Knife River Pit. This would allow the County to save time and substantial crusher mobilization expense for the project funded by Federal Highway Administration. Confirmation was given that the pit to be utilized had been the only pit in Lakeview proven to meet the required specifications. Discussion followed on steps to be taken and the "Notice of Intent to Award Contract" document needed for this process.

Addition:
USDA Broadband Grant Ratification, Commissioner Kestner:
Commissioner Kestner confirmed that the grant application for the Northern Great Basin Broadband Exploration Project had been due the previous day. Confirmation was given that other counties had been invited to participate in the opportunity to have a broadband feasibility study completed. Potential award for this application was up to $26,000 with match. Commissioner Kestner confirmed that a "Letter of Commitment" had been signed by him for Lake County's participation with commitment of $1,000 for match.

Consensus was given by the Board of Commissioners to participate in the Northern Great Basin Broadband Exploration Project grant application.

Break: 9:32 am
Resume: 9:44 am

Other Business cont.:
Sheriff Interrogation System, Sheriff Mike Taylor:
Recommendation was to purchase audio/video surveillance equipment as mandated for murder interrogations. Purchase of equipment was to be paid from the Capital Projects and Reserves (103) budget in the amount of $7,900 with additional install cost of $1,500.

Annual Assessment and Taxation Grant (CAFFA), Assessor Larry Reeder:
Confirmation was given that there was a slight increase from the previous year for the annual grant submitted to the Department of Revenue. Ratification was necessary as final submission due date had been the previous day. The County Assisted Financial Fund Association amount submitted was for up to $762,629 for reimbursement of costs.
Budget Resolution(s) 2015-11 thru 15, Treasurer Ann Crumrine:
Explanation for the following Resolutions to be considered were as follows:

Resolution 2015-11 Assessor’s Dept. (101-101) for Appropriation Transfer of $2,000 for additional Salary Expense from Materials and Services due to staff changes and use of temporary/part-time staff during transition.

Resolution 2015-12 Central Services Dept. (101-102) for Appropriations Transfer in the amount of $750 for Salary Expense from Materials and Services due to “leap year” staff hours.

Resolution 2015-13 District Attorney’s Dept. (101-106) for Appropriation Transfer for increase Salary Expense from Materials and Services to due to staffing issues in the amount of $3,200.

Resolution 2015-14 Treasurer’s Dept. (101-121) for Contingency Transfer for increased Salary Expense due to increased insurance costs as the Assistant position was no longer shared with other departments, but solely the staff of the Treasurer’s Office. Total transfer amount was $2,900.

Resolution 2015-15 Veteran’s Services Dept. (240) for Appropriations Transfer for increased Materials and Services from Salary Expense for placement of WWI Highway Designation signage in the amount of $3,000.

10:00 am – AccTech IT Update and 2016-2017 Support Agreement, Brad Brown
Information was provided on projects completed for the current year and those remaining. No significant changes were noted from the previous year’s contract. Total Contract Support for 2016-2017 fiscal year was $99,000 for full time onsite employee, remote support/management and travel.

Department Updates:
No Department Updates were provided during today’s Work Session.

Liaison Updates:
Commissioner Winters –
- Headed to Klamath Falls today to work on strategy for upcoming Connect Oregon presentation
- Continuing to work on draft Request for Proposals for Lake County Mental Health
- Planned to travel to Burns for cooperating agency meeting later in the week

Commissioner Kestner –
- Attended BLM meeting in Bend the previous week, had been “impressed” with Interim Director
- Traveled to Hines the previous week as well for the Soil and Water Conservation District meeting
- Planned to travel to Salem this week for SB 32 work session
- Planned to attend DEQ Wood Smoke group in Bend the following week

Executive Session: 192.660 (2) ( )
No executive session was held during today’s session.
There being nothing further to come before the Lake County Board of Commissioners, this meeting adjourned at 10:32 a.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval

Ken Kestner
Chairman

Absent
Dan Shoun
Vice Chairman

Bradley J. Winters
Commissioner