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, January 17, 2012 at 9:00 a.m. The following members were present: Chairman Bradley J. Winters and Vice Chair Commissioner Dan Shoun. Commissioner Ken Kestner joined via conference call. Also present: Administrative Assistant Denise Thorsted.

Additions: None
Deletions: None

9:00 a.m. – Weed Board Member List, Grace Haskins, Pete Schrader, and John O’Keeffe

Mr. Schrader began by confirming that at a prior Board meeting there was agreement to reestablish the Lake County Weed Advisory Board. Member of the previous Weed Board had been contacted and asked if they were still interested in those positions. Open positions had been filled and the list was presented for approval.

The representative make-up of the list presented was discussed with Mrs. Haskins confirming that this Board was designed to be make-up of landowners across Lake County. Commissioner Kestner was to act as the Commissioner Liaison for this Board. Discussion followed on the need for this Board to work under prior bylaws. It was decided that once the new Board met, they would begin the process of deciding between operating as a Weed District or under Bylaws.

Commissioner Winters stated that the largest challenge would be enforcement moving forward. Past weed management/enforcement was discussed with acknowledgement that the County no longer had the equipment or capability to conduct spraying. Discussion continued on enforcement, grant opportunities and efforts made by landowners in regard to weed management.

Commissioner Shoun moved to approve the appointments to the Lake County Weed Board for the following members: John O’Keeffe, Paul Bowers, Jared Kerr, Justin Ferrell, Tom Kiely, Floyd Davidson, Eugene Lawson, Jack Vernon and Ray Simms. Commissioner Winters second. Motion carried.

Mrs. Haskins presented a copy of the “Pesticide General Permit November 2011” from the United States Environmental Protection Agency Office of Water, Office of Wastewater Management Water Permits Division.

Commissioner Winters updated those in attendance on the four upcoming public meetings for discussion on the BLM Road Inventory. These meetings were to be held as follows:
January 26th @ 6:00 pm at the Adel Community Hall
February 1st @ 6:00 pm Memorial Hall
February 7th @ 6:00 pm Paisley Community Center
February 9th @ 1:00 pm Christmas Valley Community Center

Mr. O’Keeffe added that the BLM would be holding a meeting this evening regarding sage grouse.

**Break:** 9:25 a.m.
**Resume:** 9:31 a.m.

**9:30 a.m. – Department Quarterly Updates**

*County Clerk Stacie Geaney:* Mrs. Geaney’s department update included information on the new recording system being used. All information had been switched over to the new system. The only issue had been that not all of the microfilm numbers had rolled over as anticipated (corrections had been made as needed).

Mrs. Geaney informed the Board that there was to be a public computer made available in the Clerk’s Office. This would allow for information to be gathered without the need to search through books. This addition was expected to be a time saver for the Clerk’s staff.

Commissioner Shoun asked about the potential of “I Pad” voting that had recently been discussed on the national news. Discussion followed on this potential change and on equipment not being utilized by the Clerk’s office.

Mrs. Geaney confirmed that she would be attending the Clerk’s conference in Bend the first week in February.

Commissioner Kestner asked if there were any other “facets” of this office that could be enhanced to assist the public. Mrs. Geaney stated only the public terminal previously discussed.

*Building Official Tony West:* Mr. West provided a budget handout for discussion. Information provided included the Harney County Contract (currently $5,400) and for State Inspections ($9,600 year to date). This information confirmed that the Building Department’s budget was at -$26,000 with the Onsite Program showing a positive of $9,000. Issued permits for the year to date was 280. Discussion followed.

Commissioner Kestner confirmed that the solar development south of Lakeview would be applying for the Rural Energy Economic Development benefit for a three year tax exemption for the Enterprise Zone. Discussion followed on this project and other projects taking place across the County.

Mr. West confirmed that he was working to update permit fees and would bring those forward for Board approval in the near future.

Commissioner Shoun addressed the deficit in the Building Department Budget. This issue was to be discussed with the Budget Committee in terms of level of service to be provided and of setting of costs.
Commissioner Winters asked about other department updates such as trainings, work loads and other activities. Mr. West stated that he did not feel that work levels were lower and explained that the numbers were still there but projects were smaller so permit costs were lower. Trends over recent years were discussed and explained to have been declining over recent years.

Mr. West confirmed that he attended the Regional Building Officials meeting in Bend in December. He was working to schedule dates for additional trainings for commercial plumbing to achieve certification as required under Senate Bill 3465. This would require Mr. West to conduct forty inspections that would then be signed off on with a final exam to follow. On line classes had already been completed.

Commissioner Shoun asked Mr. West to clarify the Building Officials work schedule. Mr. West explained that Thursdays he was in North Lake. He had been traveling to Harney County on Tuesday’s but this had changed to an as needed basis.

Commissioner Kestner asked what changes could be made to enhance Lake County’s program. Mr. West replied that technology enhancements (such as online permitting or online planning) would be a good direction.

**Break: 10:05 a.m.**  
**Resume: 10:07 a.m.**

Business Services Director Jay Collins: Mr. Collins began by confirming that cross training in his department had been completed and all recording requirements were being met. Mr. Collins also recognized the work being done by Nicki Alves in his office.

Senate Bill 628 required for all annual salary (by position) and expenditure (over $500) reports be shown on line (both had been added to the Lake County website). Expenditures were to be updated on a monthly basis. Discussion followed on salary reporting showing positions grouped together (such as deputies and Commissioners).

Mr. Collins confirmed that changes were expected in the near future regarding health insurance. These included the change from fiscal year (July 1 to June 30) to calendar year (January to December). This was felt to be a benefit as it would coincide with deductibles. Open enrollment would now fall in either late November/early December. Another change was that the County would change from a three tier to a four tier (to include parent with child/children). Impacts to the County and employees were discussed.

Mr. Collins stated that the above changes would require the County to decide on how the first year needed to be contracted: either a five month year or a seventeen month year. Employee meetings were to be held in June/July to provide information and answer questions.

Mr. Collins discussed the “Wellness Grant” dollars available. Employees (15) had signed up to participate in the Health Program taking place at the hospital and were to be sponsored by the County using these funds. Mr. Collins confirmed that there were additional funds that could be used for a Health Screening possibly in the fall. Discussion followed.
The Business Department was also working on the County’s “Best Practices” with City County Insurance. There were five areas to be focused on including: the Employee Handbook, Fleet Policy, the Lake County Safety Program, Police Best Practices and Risk Manager Coordinator Training (which had been completed by Mr. Collins). Each of the above was discussed.

Mr. Collins addressed trainings for his department: BOLI Employment Law Conference and Risk Management Coordinator (complete).

The Board expressed their appreciation to Mr. Collins and Mrs. Alves for the work done in this department and their efforts for meeting requirements as they changed.

**Other Business:**

**County Vision Statement:**

Mrs. Crumrine confirmed that she had not received much feedback on the email sent to County Managers asking for input on this topic. Discussion continued from prior discussions on the potential of and ideas for a County Vision Statement.

Following discussion, the Board agreed that the next step in this process would be to have dialog with the Lake County Budget Committee. As this type of discussion was found to be allowable under “frame work”, topic was added to the following days Budget Committee Mid-Year Review. The Board agreed that this topic would require a separate discussion away from the January 31st Budget Strategy Staff meeting because of time constraints.

**Liaison Updates:**

Commissioner Winters confirmed that Senator Wyden was scheduled to be at the Lake County Community Center Saturday, January 21st @ 1:00 pm. The Lake County Chamber of Commerce Winter Gala was scheduled for that same evening.

SCOACT/SCOEDD meeting was to be held in Lakeview February 3rd in Memorial Hall.

Commissioner Shoun confirmed that he had a 911/IGC meeting in Paisley January 18th and a Nature Conservancy meeting on January 26th.

Commissioner Shoun provided information on meetings recently held in Harney County that pertained to the Southern Blues Project. Harney County Judge Grasty was expected to forward information to the members of this Board regarding road inventories, environmental planning and how Lake County could play a role. Commissioner Kestner expressed the importance of included the Lake County Sheriff in the trail aspect to insure that the needs of Search and Rescue were being met.

Commissioner Shoun discussed the recent IGC meeting held in Paisley. There was a continuing struggle regarding the completion of meeting minutes as these meetings were lengthy and minutes were currently being done by the Committee Chair. Commissioner Shoun asked for agreement to offer the idea of collecting funds from IGC members in order to have a position funded. Commissioner Winters stated that he was in favor of a proposal to be brought to this Board. Discussion followed.
There being nothing further to come before the Lake County Board of Commissioners, the meeting adjourned at 11:18 a.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Bradley J. Winters
Chairman

Ken Kestner
Vice Chairman

Dan Shoun
Commissioner