BOARD OF COMMISSIONERS MEETING MINUTES

January 27, 2015

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 27, 2015 at 9:00 a.m. The following members were present: Chair Brad Winters, Vice-Chair Ken Kestner and Commissioner Dan Shoun. Also present: Administrative Assistant Denise Thorsted, Facilities and Properties Manager David Berman, Treasurer Ann Crumrine, Public Health Director Mary Wilkie, Community Corrections Director Jake Greer, Connie Nash (Community Corrections), Lili Frank (Community Corrections), Pam Cartwright (Juvenile), Skye Woods (Juvenile), Business Manager Jay Collins, Nicki Alves (Business), Walt Lawton and Don Moore (Assessor’s Office), Ginger Casto (Economic Development) and Lake County Examiner Member of Press Jimmy Hall. Number of Public present: 7.

Additions: None
Deletions: None

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

Other Business:
Employee Service Recognition:

Community Corrections Director Jake Greer presented Connie Nash with a plaque recognizing her many years of “dedicated” service to Lake County and our citizens. Mrs. Nash began serving the County July 1987 and recently announced her retirement. The Board expressed appreciation to Mrs. Nash for her hard work and professionalism.

9:00 am – Oregon Department of Forestry Fee Discussion Request, Citizen Bob Squires

Mr. Squires confirmed that he had asked to come before the Board to discuss the Oregon Department of Forestry fee listed on his property tax statement. Mr. Squires felt this fee was “illegal” and expressed frustration with the fee being included on County property tax statements. In addition, Mr. Squires felt the amount of the fee was unjustified in relation to other taxes/fees collected through this process.

Lake County Assessor Larry Reeder confirmed that the fee was collected under Oregon Revised Statutes (ORS) and provided information on the boundary changes that had occurred. This change had added properties not previously charged the required ODF fee (used for fire protection) established 1990s. Mr. Reeder added that the County did not receive any payment for collection of this fee. Mr. Squires felt the County “should not” collect this fee in the future. Conversation followed on the fee collection process, property foreclosure potentials and establishment of the ODF fee.
Dustin Gustaveson from ODF provided information on the fire protection services this fee allows for, the fee process followed (based on per acre basis) and the ORS managing the ODF agency. Confirmation was given that the reclassification (boundary change) process began in 1998 and concluded four years ago. Conversation continued with no action taken.

9:15 am – Fremont Highlanders Warner Canyon Update & Potential Funding Request
Barry Shullanberger addressed the Board with the current budget status for the Highlanders and presented documentation. Also in attendance for today’s discussion from the Highlanders were: Barb Stephens, Pat Sabin and Kelli Roemer.

Mr. Shullanberger confirmed this was the third out of four ski seasons that Warner Canyon had not operated due to lack of snow. As this budget is reliant on the ski hill being operational, budget was “tight”. Insurance was continuing to be paid; lift was up to code and inspected but with no revenue the budget was depleted. Information was given on fundraising events that had occurred. Confirmation was given that the next insurance payment was due February 1st ($3,000-$4,000) with the March payment to follow. Once the February payment was made, the budget would be running in the negative. Additional Warner Canyon expenditures included items such as power. If full insurance payment was not made, no activities could occur on the hill or at the lodge.

Conversation followed on the potential of off season activities. Following discussion, all agreed that it would not make sense to continue payment on insurance as the ski season was nearing an end and with the lack of winter weather was not likely to open. Mr. Shullanberger expressed appreciation to individuals “volunteering” time for maintenance needs on the hill but added the desire to extend payment to individuals such as the hill manager.

The Board offered the opportunity for the club to apply for potential funding through the upcoming Open Request budget process (2015-2016 Fiscal Year) to meet financial needs for next ski season (insurance, maintenance, fuel, payroll and load testing). The Board agreed submission of an Open Request would be accepted from the club no later than March (rather than February).

Break: 10:03 am
Resume: 10:12 am

Confirmation was given that any funding awarded to the Highlanders would be available July 1st, 2015. The club stated that they were comfortable with the current budget prior to the July 1st date. The Board confirmed their dedication and support of Warner Canyon Ski Area and for assisting with budget demands.

10:00 am – ESD Business Associate Agreement/Lake County Public Health, Mary Wilkie
The Agreement presented was in relation to the services to be provided as a Family Resource for the Early Learning Hub. Mrs. Wilkie confirmed that Public Health had established a Family Follow-Up Program (along with Lake District Hospital) with increased care streams for newborns. Information was provided on meetings occurring related to Early Learning. A memorandum of understanding may be needed in the near future as program funding (possibly fee for service) was made clearer to show work flow responsibilities. Conversation followed.
Commissioner Shoun moved to approve the Business Associate Agreement between Lake County Public Health (covered entity) and Lake County Early Learning (Business Associate) effective January 22, 2015 as presented. Commissioner Kestner second. Motion carried.

Other Business cont.:

2015 Board Liaison Considerations, Action/Consideration:

Item had been tabled during previous scheduling in order to ensure full Board consideration. Confirmation was given that one letter from the public was received on this matter asking for departments to be reassigned. As the departments listed were all under one individual Commissioner, conversation had occurred with those department heads to determine their desire for Liaison assignment, all had expressed desire to remain as they had been.

Community Corrections Director Jake Greer stated that he had found the letter to be “offensive” as it had included his department(s) without any direct conversation on the matter. Confirmation was given that each Commissioner held an “Open Door Policy” and although one may be assigned to an individual department conversation occurred on frequent basis with all members of the Board on matters. As stated in surveys recently conducted with department heads and elected officials, no changes were requested as managers felt it beneficial to retain the Commissioner having knowledge of department histories and on matters associated.

Commissioner Kestner asked for consideration to be given to exchange Public Health (to Kestner) and Airport (to Shoun) Liaison responsibilities with Public Health’s recent inclusion in the Early Learning Program. In addition, Commissioner Shoun reconfirmed that he no longer sat on the Lake County Chamber Board. Commissioners had been and continued to be invited to attend meetings as time allowed. Conversation occurred on efforts being made to work with the North Lake Chamber for change to meeting dates in order to allow Commissioner attendance.

Consensus of the Board of Commissioners was given to move the Liaison contacts of Public to Commissioner Kestner and Lake County Airport to Commissioner Shoun for 2015.

Conversation followed on public understanding of Liaison responsibilities.

Request for Quotes/Special Transportation Vans (2), Action/Consideration:

Confirmation was given that the RFQ presented was for the purchase of two (2) vans utilizing recently awarded Ladders of Opportunity funding ($105,000) for the Special Transportation program. These vehicles planned use was for transportation services in both south and north Lake County. Purchase of these vehicles was intended for expansion of services in areas of the county not currently being serviced. The RFQ submission deadline was February 10, 2015 and was to include dealers listed on the Oregon Procurement listing.

Commissioner Shoun moved to approve the Request for Transit Vehicle Price Quote (RFQ) as presented. Commissioner Kestner second. Motion carried.
Special Transportation Fund/Title VI Program Policy, Action/Consideration:

Per Ms. Thorsted, the Title VI Program Policy presented was in relation to both Federal and State funds received through the Special Transportation program. The policy purpose was to establish guidelines for monitoring and ensuring the program remained in compliance with the Civil Rights Act of 1964. Confirmation was given that the draft presented had been reviewed by both Legal Counsel and by Oregon Transit with no issues found.

Commissioner Shoun moved to approve the Title VI Program Policy as presented. Commissioner Kestner second.
Discussion: The Board expressed appreciation to Ms. Thorsted for bringing this item forward. Motion carried.

Meeting Minutes, Action/Consideration:

Commissioner Shoun moved to approve the January 6, 2015 Work Session Meeting Minutes as presented. Commissioner Winters second. Commissioner Kestner abstained. Motion carried.

Commissioner Shoun moved to approve the January 7, 2015 Regular Session Meeting Minutes as presented. Commissioner Winters second. Motion carried.

Commissioner Shoun moved to approve the January 20, 2015 Work Session Meeting Minutes as presented. Commissioner Kestner second. Commissioner Winters abstained. Motion carried.

Department Updates:
Special Transportation: 2015/2017 biennium Request for Proposals is currently available to applicants. Deadline for submission is February 11th. Committee scheduled to meet the 12th with recommendation to the Board the following week for consideration.

Liaison Updates:
Commissioner Shoun –
- Scheduled to attend Public Lands Executive meeting February 9th

Commissioner Kestner –
- Scheduled to attend Economic Development meeting in Bend February 4th.
- Out of the office February 18th

Commissioner Winters –
- SCOEDD/SOACT meeting February 13th possibly moved to Klamath Falls
- Scheduled to attend Oregon Transportation Commission in Salem February 19th
- Continuing to work with the Town of Lakeview on potential community service fee related to Red Rock Biofuels incoming plant. Anticipated a joint meeting between the County and the Town within the next two weeks.

Executive Session:
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 10:46 a.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Bradley J. Winters
Chairman

Ken Kestner
Vice Chairman

Dan Shoun
Commissioner