The Lake County Board of Commissioners met in Work Session on Tuesday, March 4, 2014 at 9:00 a.m. The following members were present: Board Chair Dan Shoun, Vice-Chair Bradley J. Winters and Commissioner Ken Kestner. Also present: Commissioners Administrative Assistant Denise Thorsted, Sheriff Phil McDonald, Lt. Paul Havel, Facilities and Properties Manager David Berman, Lake County Examiner Member of Press Ryan Bonham and KLCR Member of the Press Mike Warren (recorded session). Number of Public present: 5.

Additions: None
Deletions: Salary Study Discussion

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

9:00 am – Lake County Jail Tour, Board of Commissioners

Following the Pledge of Allegiance, the Board excused themselves to attend this scheduled tour at 9:01 am.
Session resumed at 9:30 am following tour. Tour was not recorded.

9:30 am – Hart Mountain Refuge Update, US Fish and Wildlife Service John Kasbohm

Also in attendance for this session were: Shannon Ludwig and Jeff Mackay. The update presented included information on the following: staffing and budget, Sheldon Horse and Burro removals, Hart Mountain Comprehensive Conservation Plan, draft Cooperative Agency MOU, biological and visitor services updates, Service First Mountain to Mountain Video Series, pronghorn statue, Hart Mountain in-holdings, old fire cache on H Street and the proposed Oregon Desert Trail.

Comprehensive Conservation Plan MOU Discussion:

Mr. Kasbohm confirmed that little progress had been made on the CCP as other issues were taking up much of the agencies time. No change was expected for the coming year as there was an expectation for this to include multiple refuges in the future. Conversation followed on the need for flexibility within the CCP for individual refuges. Mr. Kasbohm provided information on past processes and effort being made to “step back” and review in order to insure that promises made could be promises that were kept.

Refuge comparisons, predation and sage grouse issues were also discussed.
Confirmation was given that changes would be made at the headquarters level, not locally.

The draft Memorandum of Understanding regarding the Revision of the 1994 Comprehensive Plan for Hart Mountain National Antelope Refuge also was not a “big push” at this time. Mr. Kasbohm stated that it would be nice however to have the MOU completed as it would allow the County to attend meetings and to provide input.
10:00 am – Lake County Chamber of Commerce/Fourth of July Request, Kelly McGarva

Mrs. McGarva confirmed that she was present today as a representative from the Lake County Chamber of Commerce. This same information (per Mrs. McGarva) had already been shared with the Town of Lakeview.

The Chamber had recently met and decided that budget restraints no longer allowed for the Chamber to carry forward the Fourth of July Celebration (including fireworks). Conversation followed on member numbers and fees and past fund raising efforts.

Break: 10:16 am
Resume: 10:27 am

Other Business:
Open Request Follow-Up Discussion, Board of Commissioners:

The Board confirmed that prior discussions had occurred on Open Requests submitted and that today’s conversation was to gain clarification for those submittals. The goal of the Board was to prioritize Open Requests for Budget discussions/decisions.

Airport: Requests for the Airport included: Airport Runway Rehab and ODA PMP (match funding of $6,056), Electric gate and fencing (($5,500), Hanger Ceiling (($18,000) and Airport Office/Pilot Lounge ($8,500). Of the requests submitted the highest importance was given to the security gate/fencing and Airport Office/Pilot Lounge. The Board felt that the office/lounge amount was low and may be in need of being increased.

The Hanger ceiling was expected to require additional evaluation. Mr. Andrews confirmed that additional research was also being done in terms of the runway match funds (possibly available through Connect V grant).

County Lands: Confirmation was given that these items were moved to the department budget as they were already in process (Courthouse window replacements and painting, Annex remodel and Courthouse space renovation).

Mental Health: Two requests had been received: one for Mental Health Children’s Wing ($125,000) and the other for Mental Health Adult Treatment Wing ($105,000). Purpose was to expand current facility space in order to provide additional higher quality services. Each wing would involve the placement of manufactured homes in order to provide separation of clientele and more “real world environments”. Conversation followed on potential of approving for one unit to be place during the upcoming year and the other the following year (general feeling was that they were complimentary of one another). All changes and developments were to meet Federal guidelines such as ADA. Conversation occurred on potential use of State funding for these items.

Fairgrounds: Request for a sprinkler system for the main lawn ($9,790). Placement of this system was anticipated to “free up” man hours for other Fairground projects. Conversation followed on cost estimates provided. System was to run off of the current well using a pressure system and timer.
Commissioner Winters expressed concern with this request being for next budget year and felt the need was to have this in place before summer months (prior to July 1st). The Board confirmed that consideration could be given to move this project up to the current budget year in order to meet the time frame involved (possibly fund under Capital Projects).

**Sheriff:** Proposal submitted was for an upgrade/change for the Records Management System ($69,650 with server) which would also include a Jail Management System. This program was expected to increase efficiencies as deputies would be able to complete reports in the field and would allow for all data including photos to be stored in the same place. Confirmation was given that the annual support figure had been renegotiated and was now less.

**Conductive Electrical Weapons (Tasers) Program:** This program allowed for the purchase and replacement of twenty X-2 tasers, holders, APPM battery packs training cartridges and forty duty cartridges. Initial cost was to be $24,402 with payments over a five year period and replacement of twenty new devices at the end of 2019 (as prepaid devices). Conversation occurred on the replacement portion of this agreement, warranties and annual support.

**Oil Quote Discussion, Road Master Rick DuMilieu:**
Confirmation was given that recommendation was to approve the lowest bid(s) received from Idaho Asphalt for both CMS-2S ($625.50) and CRS-2P ($529.00). Proper bid process had been followed for this request. Bid received was lower than the bid received the previous year.

**Elected Official Compensation Review Board Member Recommendation:**
Recommendation presented was to appoint Mary Anderson. Mr. Collins confirmed only one respondent had applied but Mrs. Anderson was expected to be an asset to this process.

**Break:** 11:13 am  
**Resume:** 11:21 am

**Special Transportation Supplemental Funding Application, Admin. Asst. Denise Thorsted:**
Ms. Thorsted confirmed that the State Legislature had recently approved additional funds for special transportation programs across the State ($5 million total). This meant an additional $30,000 for the Lake County program. As time was restricted on the application process, Ms. Thorsted asked for approval to submit the application once the committee had met and determined the best recommendation.

*By consensus*, the Board approved for application to be submitted to the Department of Transportation with follow-up to occur during the next scheduled Work Session.

**Security Project Closeout, Lt. Paul Havel:**
Mr. Havel confirmed this project was now complete. This project had come in as budgeted. Quality comparisons of the new versus old system were discussed. Lt. Havel agreed to work with Mr. Collins to review possible reduction to liability insurance expense. Warranty for this project was discussed.

**Salary Study Discussion, Business Manager Jay Collins:**
Topic postponed.
Department Updates:
Jail Update – Lt. Havel provided an update on the HVAC install completion. This new system exchanged air six times per hour (exceeding standards for corrections/hospitals). The project was completed well under budget ($40,000 spent versus $220,000 budgeted). Additionally, the inmate phone system was again functional. Confirmation was given that previous vendor had unannounced shutoff the old system prior to coordination of the new system.

Facilities – Elevator project was awaiting parts. Change in completion date had occurred as parts were not available by order and were in the process of being manufactured. Anticipated completion was three weeks. The materials for the Courthouse roof project were delivered the previous day and contractor was waiting for the weather to clear. Fencing around the Railroad Depot was being installed in order to gain security and to better define the boundary. Mr. Berman confirmed that he would be traveling on Thursday for the Connect Oregon V presentation.

Liaison Updates:
Commissioner Shoun-
- Planned to attend the TOC meeting scheduled in Salem later this week.
- Provided information on the Sustainable Forest Coalition conference call the previous Friday.
Commissioner Winters-
- Confirmed continuing work being done with Red Rock Biofuels on a potential agreement. Conversation followed.
- Attended the STIP Stakeholders meeting the previous week. “Enhancement” definition had been a hang-up for those in attendance. Conversation followed on the need to discuss bike and pedestrian needs (top focus) versus the needs in rural areas as they were not the same.
Commissioner Kestner-
- Sage grouse/wild horse group working to find local solutions. Confirmation was given that the Board could be asked to contribute to travel costs and other expenses.
- Next Air Quality public meeting was scheduled for March 12th at the Senior Center. Conversation followed on the potential of additional monitors, volunteer portion of the proposed plan and EPA nonattainment issues.
- Planned to attend CCO meeting in Portland
- March 19th Regular Session to be held in Christmas Valley

There being nothing further to come before the Lake County Board of Commissioners, this meeting adjourned at 12:01 p.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Dan Shoun
Chairman

Bradley J. Winters
Vice Chairman

Ken Kestner
Commissioner

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