BOARD OF COMMISSIONERS MEETING MINUTES

June 16, 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, June 16, 2015 at 9:00 a.m. The following members were present: Chair Brad Winters and Vice-Chair Ken Kestner. Commissioner Dan Shoun was absent from today’s proceedings. Also present: Public Health Director Mary Wilkie, Treasurer Ann Crumrine, Facility and Properties Manager David Berman, Airport Manager Tom Andrews, Business Manager Jay Collins, Mental Health Director Ben Paz and Lake County Examiner Member of Press Jimmy Hall. Number of Public present: 0.

Additions: ODOC Master Agreement 515 Amendment
Deletions: SAIF Worker’s Comp Quote

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

9:00 am – 2015-2017 Oregon Health Authority Agreement, Public Health Mary Wilkie:

Director Wilkie confirmed this annual agreement was related to “Environmental Health Services” for Lake County by the State of Oregon for technical assistance. Conversation occurred on the aspects of Environmental Health Services and Public Health’s role including: food, pool and lodging inspections and licensing (excluding drinking water and DEQ concerns). The types of inspections conducted included RV parks, restaurants, motels, swimming pools/spas and organizational camps.

Legal Counsel review had occurred with concern stated regarding the wording related to termination. Per Director Wilkie this agreement mirrored those approved in the past.

Other Business:

Airport Runway 17-35 Rehab/Knife River Contract, Facility Manager David Berman:

Confirmation was given that the contract presented was as per bid award for the Lake County Airport Runway 17-35 Rehabilitation Project. Following approval, Mr. Berman and Airport Manager Tom Andrews expected to meet with Knife River to develop scheduling for this project. Conversation occurred on addition projects occurring at the Lake County Airport.

Addition:

ODOC Master Agreement 515 Amendment #1, Facility Manager David Berman:

Confirmation was given that this Amendment was to extend the “Implementation and Duration” associated with the use of Oregon Department of Corrections Work Crews changing the date from September 30, 2015 to September 30, 2020. Discussion occurred on the plaques to be placed on the upgraded War Memorial.
Budget Resolution 2014-11&15, Treasurer Ann Crumrine:

Information for the current budget year Resolutions provided were as follows:
- 2014-15 for the Round-Up Association Fund (213) related to the conversion to PRCA sanctioned rodeo. Unlike the previous year’s payment (broken into two payments) full payment for the upcoming year was due as of June. This Contingency Transfer was to increase Materials and Services and decrease Contingency by $15,000
- 2014-11 for the General Communications Fund (105) had been postponed from previous session in order to confirm expenditures. This Appropriations Transfer was to increase Materials and Services and decrease Capital by $7,500.

2015-2016 Budget Adoption/Resolutions 2015-03&04, Treasurer Ann Crumrine:

Budget change request for the upcoming budget year were presented and discussed included:
- Klamath County Community College (104) increase due to higher cap amount moved from $20,000 to $25,000
- Sheriff’s Dept. Fuel (120), original request did not include purchases made through vendor. This increased from $31,000 to $43,000
- Medical Examiner Contract (131) increase from $6,000 to $9,000 (per original quote)
- Ski Hill RAC Grant (108) Oversight during budget process for Revenue of $26,650 and grant expenses total of $39,650.
- Transfer to Fair Board (110) related to the remodel of the grand stand restrooms for an increase from $38,400 to $51,900. This project was to be completed all in one budget year rather than spread between the current budget year and the upcoming budget year. Conversation occurred on the “breezeway project” that had been scheduled for the current year and not completed with funds currently not expended.
- Transfer to Airport (110) decreased budget request related to the Runway Rehab Project in the amount of $10,000
- Accounting Specialist (128) increase of $1,430 (total $46,467) to correct error that occurred
- Contingency change reduced $17,930 for a new total of $186,004
- Facilities (211) increased through General Fund Transfer of $13,500 (total $51,900)
- FAA Grant (401) decreased General Fund Transfer of $10,000 to $40,000
- Road Department (202) requested budget increases for the following: Rock $237,500, Asphalt $237,500, Engineer $25,000 and Diesel $50,000. These amounts were offset from an increased Beginning Fund Balance of $550,000.
- Public Health Sanitarian (235) increase due to funding anticipated from Early Learning Hub of $13,500.

Conversation occurred on changes presented. Commissioner Winters asked for budget changes to be presented and discussed at least one week prior to adoption for review and consideration rather than the day before.

OLCC Application/Silver Lake Mercantile, Administrative Asst. Denise Thorsted:

Application was confirmed for the change in ownership of the Silver Lake Mercantile (Sue and David Mohn). Sheriff Taylor had expressed no issues with this application.

Medical Examiner Contract, Business Manager Jay Collins:

Mr. Collins confirmed that the Medical Examiner contract had not been reviewed since 2002. Legal Counsel had updated and draft was presented for consideration. Compensation had changed to $9,000 (up from $6,000 the previous year). Contract was to remain in force until
thirty (30) day notice from either side was presented. Contract was to be paid at the beginning of the fiscal year.

**SAIF Worker’s Comp Quote, Business Manager Jay Collins:**
Mr. Collins confirmed that quotes had been solicited from the two available providers (CIS and SAIF) for workers comp insurance. This item was tabled for more confirm quotes to be presented. Conversation occurred on the two providers and benefits anticipated from

**2015-2017 STF Agreement No. 30566, Administrative Assistant Denise Thorsted:**
Confirmation was given that this was the standard agreement with the Oregon Department of Transportation Public Transit Division for Special Transportation funding received for transit needs within Lake County. State funding awarded to Lake County for the upcoming biennium was confirmed as $160,000.

**2015-2017 5310 Agreement No. 30769, Administrative Assistant Denise Thorsted:**
Confirmation was given that this was also a standard biennial agreement for the distribution of Federal Transit funds through Oregon Department of Transit in the amount of $126,859 (after match).

Break: 9:57 am
Resume: 10:21 am

**Mental Health IGA No. 147793, Director Benjamin Paz:**
Mr. Paz confirmed that the Oregon Health Authority Intergovernmental Agreement presented was in for the upcoming 2015-2017 biennium for community addictions and mental health services within Lake County. Total funding anticipated was $642,900. Conversation occurred on the IGA presented.

**Mental Health IGA No. 143456 Amendment #1, Director Benjamin Paz:**
Mr. Paz confirmed Amendment #1 was related to the contract in place with Department of Human Services for providing services to juveniles in foster care or under the jurisdiction of child welfare. This amendment extended funding for one additional year.

**Mental Health Advisory Board Member, Director Benjamin Paz:**
As part of the site review completed late 2014 the suggestion was made for a youth representative from the community participate on the Advisory Board. Hannah Ramsey had expressed interest and volunteered to fill this position. Conversation occurred on potential of working with the schools to assist students interested in moving into the health care field.

**Liaison Updates:**
Added to tomorrow’s Regular Session agenda.

**Department Updates:**
No department updates were provided during today’s session

**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 10:40 a.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Bradley J. Winters
Chairman

Ken Kestner
Vice Chairman

Absent
Dan Shoun
Commissioner