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 19, 2012 at 9:00 a.m. The following members were present: Chairman Bradley J. Winters, Vice Chair Ken Kestner and Commissioner Dan Shoun. Also present: Administrative Assistant Denise Thorsted.

Additions: None
Deletions: None

9:00 am – Budget Adoption, Budget Officer Ann Crumrine:
Mrs. Crumrine provided information on change requests received from Department heads since budget meetings were held in May. The following changes were proposed:

1. Fairgrounds Fund (Fund 211), higher property insurance than anticipated, offer had been made by the Round-Up Association (Fund 213) to offset cost ($4,000) and higher than anticipated beginning fund balance to go to contingency ($10,000)
2. Roping Fund Reserve (Fund 103), to be shown as it’s own line item
3. Onsite Program (Fund 103), discussion involved the contractual requirement of $9,540 be reserved for this program and potential impact to General Fund. To date there had been 84 permits sold for this program. There had not been a fund set up initially for the $60 per permit requirement. To correct the error, two options were available: One was to have the whole amount funded by General Fund and repaid as permits were sold, or two to have the fund increased at the $60 amount as permits were sold. Following discussion the Board agreed to loan from General Fund to establish Reserve to be repaid as permits were sold ($60 per permit).
4. Network Support (Fund 101) – from contingency to increase contractual services ($46,000)
5. Road Department (Fund 202) – beginning fund balance higher than anticipated due to lack of good paving/chip sealing weather conditions and increase amount in rock line item ($150,000) and asphalt line item ($250,000).
6. Equipment Installation for Vehicle Replacement (Fund 234) – associated with the equipment to be installed on vehicle to be replaced within the Sheriff’s Department.
7. Vehicle Replacement (Fund 101) – replacement of vehicle due to recent accident that had occurred ($34,000). To be shown as a Capital Purchase.

Discussion occurred on each of the proposed changes shown above. Draft was to be updated and final Budget Resolution No. 2012-03 was to be submitted for approval during the June 20, 2012 Regular Session meeting.
2011-21 Fund Commitment:
Mrs. Crumrine recommended approval in the matter of establishing and committing fund balances as per the GASB 54 rules. These funds included the following: the Museum Fund (222), Landfill Fund (224), Round-Up Fund (213), Community Development Loan Fund (232) and General Capital Projects (103). GASB 54 required annual approval for fund commitment. Resolution was scheduled for approval during the June 20th Regular Session meeting.

9:30 am – Lake County Chamber of Commerce Firework Display Request
Chamber Director Audrey Henry provided information on recent fund raising that had occurred for the upcoming 4th of July Firework display and confirmed that the Town of Lakeview had made a contribution of $500. The request before the Board today was to match the amount donated by the Town. Commissioner Shoun confirmed that as he was a Chamber member he would abstain from this decision but confirmed his support of this request.

Commissioner Kestner expressed the need to share resources across the entire County for like events and asked that the Board consider same funds to be donated for the North Lake Chamber celebration. Discussion followed.

Other Business:
SOCEA MOU Extension:
Commissioner Winters confirmed that this Memorandum of Understanding was for continuing support of mutual cooperation several other Oregon counties on renewable energy and energy efficiency projects for economic development purposes in counties affected by the loss of timber jobs. Decision scheduled for the June 20th Regular Session meeting.

Break: 9:41 am
Resume: 9:46 am

9:45 am – VFW Support Signage, VFW Members Dennis and Terri Ginger
Mr. Ginger confirmed his understanding the Lake County’s Veteran’s Services Officer had been given the task of working with the Oregon Department of Transportation to have veterans appreciation signs posted along with the Lake County signs on highways entering the County.

Commissioner Shoun had no further information to update those present at this time other than this Board’s commitment to having signage in place to acknowledge Veterans. As these were State highways, ODOT would have final say in signage put in place. Commissioner Winters added that this Board had built a good relationship with ODOT over the years and would continue steps to have this project completed. Discussion followed on potential wording of future signage.

Potential wording choices included: “Freedom, Thank a Vet”, “We Support our Veterans and Thank Them for Their Service”, and “We Support Our Veterans – Thank You”. There was also discussion of possibly having a contest in regard to wording. Discussion followed.

The Board was also given an update regarding the work being done to the Veteran’s Memorial on the Courthouse lawn. The best option for electrical was to have it run underground as much as possible. Potential funding for electrical to be done was discussed including grant
options. The Board agreed that as the Monument was on County property, any uncovered costs should be covered by the County.

By Consensus, the Lake County Board of Commissioners agreed to cover electrical costs associated with the Veteran’s Memorial project.

Mr. Ginger confirmed that the Memorial would be updated to include veterans lost in recent conflicts.

Other Business cont.:
Special Transportation Draft/Contact Person, Ronne Lindsay: Ms. Lindsay confirmed that the Request for Proposal (RFP) process draft presented was to insure in the future, all RFP’s were handled the same way. Discussion followed on changes made per Legal Counsel’s advice and efforts being made to make travel for local veterans easier and more efficient.

In terms of the contact person, discussion in the past had been to transfer contact person to another County employee/department. The Special Transportation Committee felt this would be a good time for this change to occur if the Board so choose. Final draft was to be presented for the June 20th Regular Session for decision.

Lane County Information Services IGA for Map Maintenance, Assessor Larry Reeder: Assessor Larry Reeder provided an explanation of the IGA presented for approval. This IGA was in regard to the “Tax Map Maintenance and Geographic Information System” (GIS) support provided to Lake County by Lane County. The Board asked that there be clarification in regard to contract dollar amount be added (up to $14,000). Other minor adjustments to the signature page were also to be made prior to approval of this agreement. Item to be added to the June 26th Work Session for decision.

Discussion followed on GIS technology being considered for County needs.

Onsite Wastewater Treatment System Inspection IGA Amendments, Bld. Off. Tony West: Mr. West was not present for today’s discussion. This Amendment was to clarify agreement currently in place in order to follow Department of Environmental Quality requirements.

Mental Health Services IGA Amendment #5 and #6, CCO Update, Director Jack Breazeal: Amendment No. 5 was an additional award of $376.00 in regard to continuum of care. Item scheduled for decision during the June 20th Regular Session meeting.

Amendment No. 6 had no fiscal impact but took all prior separate service elements and put them into one allowing the County to spend funding as the County saw fit. This Amendment also required any contracted provider used to have a certain form of insurance to include liability. Discussion followed on reporting and procedures. Mr. Breazeal stated that reporting and procedures would remain the same as they had in the past in order to better track services provided.

Garrett Lee Smith Youth Suicide Prevention Grant Amendment, Director Jack Breazeal: Mr. Breazeal confirmed that this Amendment was in regard to carryover of funding past the expiration of the grant (9-29-12) in the amount of $3,150. These funds were to be used for suicide prevention only.
Mr. Breazeal also provided an update on the Centralized Care Organization (CCO) application process occurring. Greater Oregon Behavioral Health Inc. had joined with ODS to form Eastern Oregon Centralized Care Organization (EOCCO) and had applied for several different counties including all of Lake County. Pacific Source had applied for a portion of North Lake. The Board expressed their strong desire to have only one CCO for the County as a whole rather than having two or more provide service. Discussion followed on requirements involved in this process and the meeting held the previous evening with EOCCO.

Mr. Breazeal concluded by confirming that Mental Health had been given the opportunity to hire a “summer helper” for services in Lake County. Brandi Harris had been brought on board and was expected to work mainly in the North Lake area.

Break: 10:42 am
Resume: 10:49 am

Vacation Carryover(s), Business Manager Jay Collins: Mr. Collins discussed the six vacation carryover requests submitted. Discussion followed on the policy currently associated with carryovers and the importance of Department Heads to make sure vacations are scheduled and taken within a timely manner. The potential change of the time frame vacations were to be taken: January to December rather than July to June was also discussed.

Decision scheduled for June 20th Regular Session.

Telephone System RFP, Lands Manager Bob Pardee: Mr. Pardee provided a brief summary regarding the RFP that had been sent out for solutions to the County’s current telephone issues. Five responses were received, reviewed and evaluated by the committee for the “best proposed solution, not the lowest bid”. The RFP’s were reviewed for the following:

1. Does the proposal meet the intent of the RFP
2. Does the proposal appear to reflect an understanding of our environment
3. Is the proposal written in a clear and understandable manner
4. Is the base proposal to much/little for our needs

According to the rankings used by the committee, Basin Telecommunication Inc. ranked the highest based on the following: established professional relationship with Lake County, proposed solution appears to be the best fit for current and long-term needs of the County, price points dead center of the five proposals submitted. Discussion followed on the procedure used for the ranking of the responses received. Decision scheduled for the June 20th Regular Session meeting.

Vehicle Purchase Sheriff’s Department, Land Manager Bob Pardee: Commissioner Winters began this discussion by confirming that the County was self insured in terms of vehicles and that there had been an incident requiring the Sheriff’s Department to replace a vehicle. Discussion followed on the option of replacing the vehicle from the current fleet or purchasing a heavier new vehicle as a replacement.

Commissioner Shoun confirmed that he had spoken with the Sheriff individually on this matter and stressed for him to work with the Fleet Manager (Mr. Pardee) and Liaison (Commissioner Winters) on the direction of this replacement. Commissioner Shoun stated that he wanted to see in the future, a budget set up and replacement plan put into place for fleet
vehicles. Discussion followed on the potential purchase, build dates at the factory and the need to follow the set process for vehicle purchases. Decision scheduled for the June 20th Regular Session.

**BLM MOU:**

Commissioner Kestner confirmed that the Memorandum of Understanding before the Board was in regard to Lake County’s potential agreement to become a Bureau of Land Management “cooperating agency” in order to carry forward the interests and expertise of the County. Approval would make the County a member of the “assessment team” assembled for the proposed “Greater Sage-Grouse National Planning Strategy, Oregon Sub-Region”. Following discussion, the Board agreed to further review the MOU presented prior to the Regular Session the next day.

**Department Updates:**

Ms. Lindsay provided a brief update on work to be done in the work “hub” group she was involved with for the new Early Learning Council being initiated by the Governor. Monthly meetings were to be held beginning in August through December. Discussion followed on other meetings to be attended.

Administrative Assistant Denise Thorsted had asked about the notification to be sent to all employees regarding the new onsite AccTech IT person once the hiring process was complete. The Board agreed notification should come from the Commissioner’s office. Ms. Thorsted was directed to have memo completed and sent out.

Ms. Thorsted also addressed the upcoming schedule for meetings over the 4th of July. As the holiday fell on a Regular Session meeting day, the Board agreed to postpone both meetings until the following week (July 10th and 11th).

**Liaison Updates:**

Commissioner Shoun confirmed that Mike McArthur, Executive Director for the Association of Oregon Counties was to be in Lakeview on June 25th/26th. The Innovation Center meeting was scheduled for June 26th and RWIB was to meet in Klamath Falls that same day. Commissioner Shoun provided information on the Oregon Consortium meeting held in Bend the previous week.

Commissioner Winters confirmed that the County’s Oregon Connect IV application had ended in sixth place and would receive funding of $742,070 for Lake Railway. Recommended funding for the Lake County Airport had also been determined in the amount of $526,980. Commissioner Winters asked to forward a letter of appreciation to Commissioner Al Switzer of Klamath County for his staunch support of the Lake County Railroad. The Board agreed. Letter was to be drafted by Ms. Thorsted.

Commissioner Winters also provided information on the upcoming 4th of July Celebration to be held in Christmas Valley and invited those in attendance to attend if they were in the area.

The Board discussed the recent news of the OIT Small Business Office moving to Klamath Community College.
Commissioner Shoun confirmed that Planning Director Darwin Johnson Jr. was to attend the upcoming meeting regarding “geographic area changes/geographic naming” in Harney County.

Commissioner Kestner provided information on a meeting he attended the previous week in Rock Springs Wyoming regarding the Cooperative Agency workshop.

The Board reviewed the following day’s agenda.

The Board confirmed the 1:00 pm meeting today regarding the adoption of the OSU Extension budget.

There being nothing further to come before the Lake County Board of Commissioners, the meeting adjourned at 12:03 p.m.

Respectfully Submitted,

[Signature]
Denise Thorsted
Administrative Assistant

Board Approval,

[Signature] Bradley J. Winters
Chairman

[Signature] Ken Kestner
Vice Chairman

[Signature] Dan Shoun
Commissioner