BEFORE THE BOARD OF COMMISSIONERS
County of Lake County
State of Oregon

REGULAR SESSION

The Lake County Board of Commissioners met in Regular Session on Wednesday, July 16, 2014 at 10:00 a.m. The following members were present: Board Chair Dan Shoun and Vice-Chair Bradley J. Winters. Commissioner Ken Kestner was absent from today’s proceedings. Also present: Commissioners Administrative Assistant Denise Thorsted, Legal Counsel Bailey (via telephone), and Lake County Examiner Members of the Press Ryan Bonham and Jimmy Hall. Number of Public present: 4.

Additions: Auditor Contract/Oster Professional Group
Deletions: None

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

10:00 am – Public Comment
No public comment was received

Other Business:
One change had been made since the previous day’s work session regarding signing date.

Commissioner Winters moved to approve the Technical Support Agreement between Lake County and AccTech Solutions for the 2014-2015 Fiscal Year as presented. Commissioner Shoun second. Motion carried.

*Meeting Minutes, Action/Consideration:*
Commissioner Winters moved to approve the June 17, 2014 Work Session Meeting Minutes as presented. Commissioner Shoun second. Motion carried.

10:05 am – Public Hearing/Thomas Creek Fire District Operations, Action/Consideration
In attendance for today’s discussion were Board members Teresa Tomas, James Evans and Phil Shullanberger.

*Public Hearing Open: 9:05 am*
Legal Counsel confirmed that the purpose of this hearing was to determine if Thomas/Creek Westside Fire District should be dissolved. Requested financial statement had been filed with the County Clerk’s office and submitted to the State. Hearing could be suspended pending all items to be completed and submitted to the Secretary of State and item revisited in 30-60 days.
The members of the Thomas Creek/Westside Board confirmed their willingness to work through this process and provided assurances that steps had been put into place to avoid this issue in the future.

Commissioner Winters moved to suspend public hearing at this time and for the district to complete any needed paperwork for the Secretary of State. Commissioner Shoun second.
Discussion: conversation occurred on date to be set for continuing process. Ms. Thomas confirmed that sixty days would work best to assure all documentation had been completed. Date was set for September 17th @ 10:05 am.
Commissioner Winters amended motion to include September 17th @ 10:05 am for conclusion of this matter. Commissioner Shoun second. Motion carried.

Legal Updates:
Confirmed conversation with Planning Director regarding fee ordinance and determined a resolution on this matter.

Confirmed that the Draft ATV Ordinance had been reviewed and looked appropriate.

10:15 am – Public Hearing/Lake County Fee Ordinance Changes, Action/Consideration
Public Hearing Open:
Conversation followed on process allowed every eighteen months to change current fees.

Hearing remained open until the afternoon session.

Recess: 10:21 am
Resume: 2:04 pm

Additions:
Auditor Exit Interview/Oster Professional Group:
Present for this discussion were: Treasurer Ann Crumrine, A/P Clerk/Payroll Nicki Alves, Business Manager Jay Collins, Sheriff Phil McDonald, Lt. Paul Havel, Planning Directo: Darwin Johnson, members of the Press, Legal Counsel (via telephone) and Kari Ott and Cara Wilber with Oster Professional Group.

Ms. Ott presented the Board with a drafted Management letter. This letter noted items that were in need of additional attention or suggestions for improving the manner in which the County conducted financial business. These items included: segregation of duties in the area of payroll and accounts payable, review of journal entries, timecard approvals, additional review of bank reconciliations, accounts payable line items changes to have department head approval and the need to reconcile the ATM machine located at the Lake County Fairgrounds.

Finalization of this audit was anticipated to occur in November. Conversation occurred on items noted in the drafted management letter.

Public Hearing/Lake County Fee Ordinance Changes, Action/Consideration
/Public Hearing remained open from morning session

Mr. Johnson discussed information he had provided to the Board prior to today’s session regarding possible fee options for his department. The Board was asked to consider fees.
associated with “major developments” (such as utilities). Following discussion, agreement was made that today’s decision would need to be postponed and additional hearings would be necessary in order to consider the new information presented. These dates were set for August 19th and 20th. Conversation followed on the options submitted by Mr. Johnson.

Public Hearing Closed: 2:42 pm

**Liaisons:**

No Liaisons were provided during today’s session.

**Department Updates:**

No department updates were provided during today’s session.

**Executive Session 192.660 (2) (d):** Those remaining included: Mr. Collins, Legal Counsel (via telephone) and Ms. Thorsted.

**Resume Open Session: 3:13 p.m.**

There being nothing further to come before the Lake County Board of Commissioners, this meeting adjourned at 3:14 p.m.

Respectfully Submitted,

Denise Thorsted
Administrative Assistant

Board Approval,

Dan Shoun  
Chairman

Bradley J. Winters  
Vice Chairman

Absent  
Ken Kestner  
Commissioner