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 14, 2016 at 9:00 a.m. The following members were present: Chair Ken Kestner and Vice-Chair Dan Shoun. Commissioner Brad Winters was absent from today’s proceedings. Also present: Administrative Assistant Denise Thorsted, Treasurer Ann Crumrine, Road Master Rick DuMilieu, Community Corrections Director Jake Greer, Planning Director Darwin Johnson, Public Health Mary Wilkie, Sheriff Mike Taylor and Lake County Examiner Member of Press Jimmy Hall. Number of Public present: 3.

Additions:  USFS Challenge Cost Share Agreement
Deletions:  Watering of County Roadways Discussion

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

9:00 am – Public Hearing/Transportation System Plan Update

Public Hearing Open: 9:00 am

Mr. Johnson confirmed that the most recent update to the Lake County Transportation System Plan was in 2002. The process that had been followed over the past several months had been to address items not previously included for compliance with Statewide Planning Goal #12. The recommendation from the Lake County Planning Commission was for approval of this update and related changes to the zoning ordinance as well.

Confirmation was given that the Town of Lakeview was not included in this update as they had opted not to participate. City of Paisley was included in this process per their request. Matt Kittelson (Kittelson and Associates) and Devin Hearing (ODOT Region 4) were present for today’s hearing and provided information on coordination of transportation services as they are now and planned for in the future for future grant considerations. Emphasis of this update was focused more on concerns related to pedestrian and bicycle safety (sidewalks, crossings, etc.) rather than the typical congestion issues.

Hearing Remained Open

9:15 am – Emergency Preparedness Plan Grant/Public Health, Mary Wilkie:

Mrs. Wilkie provided information on the Lake County Emergency Operations Plan Annex L and the minimal changes (names and contact information) made to the 2011 version. Conversation occurred of potential Zika virus issues in Lake County (very minimal).
Public Hearing Resumed: 9:20 am

Mr. Kittelson provided a power point presentation reflecting the process that had been followed and interested parties that had been involved. Review was done of “Chapter 7” as it was the main focal point for future direction of projects the County to move forward. The presented update did note priorities related to; bikeways/paths, freight routes, length restrictions to be addressed/changed, sidewalks, bridge maintenance and potential paving of roadways such as Hogback Road.

Road Master DuMiliou added that preservation of roads had also been considered and included in the drafted plan for future grant application considerations. Confirmation was given that these types of projects would not move forward if revenue issues at both the State and Federal levels were not corrected. Mr. DuMiliou felt this plan had been well done and expressed appreciation to both Mr. Kettelson and Mr. Hearing for their work on this matter.

Public Hearing remained open until later in today’s session.

Other Business:

Road Vacation Request(s), Planning Director Darwin Johnson:

Two requests were presented for discussion:

- Carl and Teresa Jones (Silver Lake) for a “non-constructed” section of Willow Street between 4th and 5th Streets property described as a “60-foot-wide Road dedicated not constructed between tax lot 3700, 3800 and 4900 of block 14 of Original Town of Silver Lake – Hager Addition, Silver Lake Oregon”. Necessary fee and title report had been submitted by applicant. Adjacent landowners were determined to be in favor of vacation. Public Hearing was to follow approval of Resolution 16-06-15B forty days out.

- Jim Gullickson (Lakeview) for property vacation of constructed section of County Road No. 2-18A with the Lakeview UGB. This vacation would result in the closure of access to Hunter’s Hot Springs and another adjacent property and allow Mr. Gullickson to gate access for the purpose of greenhouse/marijuana facility. Mr. Johnson confirmed response had not yet been received from adjacent property owner. Future impact to the adjacent property owner would result in land locking of this property and possible future sale of property due to location and gate addition. Again, approval of Resolution 16-06-15A would be to allow Public Hearing process to move forward forty days from approval.

Lake District Hospital MOU Amendment(s), Comm. Corrections Director Jake Greer:

Two Memorandums of Understanding were presented for consideration. These MOUs were for Lake District Hospital clinician to provide sex offender treatment and batterer’s intervention services to Lake County Community Corrections offenders. Each MOU reflected total month compensation of $830 per month (not to exceed $10,000 per year) as well as travel reimbursement to Christmas Valley from Paisley at $.54 per mile (not to exceed $130 per month).

Addition:

USFS/Challenge Cost Share Agreement, Community Justice Director Jake Greer:

The contract presented was to allow for adult community service crews to assist the US Forest Service with the cleanup of restrooms and camp sites. Reimbursement to the department was at the government rate of $.54 per mile and the crews were to tend to fifteen (15) restrooms/camp sites within the local area (within Lake County).
Other Business cont.:

**Copier Donation/Adel School, Community Corrections Director Jake Greer:**

Recommendation was made to donate current unused device in the Community Corrections Department to the Adel School District. Hard drive for this unit had been wiped per requirements and donation fit within the Donation Policy guidelines.

**Airport Ground Lease/James Beranek, Facility and Properties Mngr. David Berman:**

Confirmation was given that the hanger previously owned by Jules Gilpatrick had been sold to Mr. James Beranek. As such, a Ground Lease was required for the new owner to begin at .16 per square foot and move to .20 per square foot ($409.92 per year).

**Courthouse Access Discussion, Facility and Properties Mngr. David Berman:**

Mr. Berman confirmed that as the remodel of the Community Corrections and Sheriff’s Departments was near completion request was being made to close public access to the east entry door for public safety reasons. This door was to be utilized for Sheriff, Police and staff entry only. Appropriate public notice on this matter was felt to be thirty days. Commissioner Shoun asked that Commissioner Winters be present for final decision on this matter. Conversation occurred on security measures to be put into place and past safety concerns including the entry and exit of prisoners through this location.

Break: 10:18 am
Resume: 10:27 am

**Other Business:**

**2016-2017 Fiscal Year Budget Adoption Changes, Treasurer Ann Crumrine:**

Proposed changes for budget adoption consideration included the following:

- **Fairgrounds** – due to unemployment costs in the amount $6,000 from Beginning Fund Balance for potential liability not previously budgeted
- **Sheriff** – Potential addition of deputy position (dogs, weeds, nuisance) ($94,000) and associated costs (fuel) ($36,000) from Contingency
- **Technology** – Software upgrade requirement in the amount of $8,100 (Hellion software) from Contingency
- **DA** – addition of video components and training from the award of VOCA Grant funding in the amount of $15,000.
- **Road** – change to Beginning Fund Balance due to weather impact for planned rock crushing not going to occur in the current budget year in the amount of $250,000 to be carried forward
- **Sheriff’s Reserves** – for the purchase of equipment from overtime line item in the amount of $1,000

Commissioner Shoun moved to approve the changes as proposed by Lake County Treasurer Ann Crumrine. Commissioner Kestner second. Motion carried.

Confirmation was given that final budget adoption document was to be presented prior to tomorrow’s session.

**Budget Resolution 2015-17 & 18, Treasurer Ann Crumrine:**

- Resolution 2015-17 in the matter of Appropriations Transfer for Public Health (#235) for additional expenses related to cost and number of vaccines purchased with decrease to salaries in the amount of $15,000.
- Resolution 2015-18 in the matter of Unanticipated Revenue for the Fairgrounds (#211) for additional revenue increased from Motel Tax Revenue and additional Capital expenses due to project engineering and costs in the amount of $5,000

**Other Business Cont.:**

**Union Contract Proposals, Business Manager Jay Collins:**
Ms. Thorsted provided a brief overview of negotiations that had occurred and confirmed only minimal changes had been brought forward from previous contracts. Legal Counsel was to provide additional information during tomorrow’s Regular session.

**Firework Supervisor Request/Dept. of State Police, Board of Commissioners:**
Confirmation was given that a request had been received from the Department of State Police for the County to appoint a person to be responsible for supervision of fireworks displays (sales) within Lake County. Commissioner Kestner asked for Legal Counsel to review prior to tomorrow’s session.

**AccTech Upgrade Proposal, IT Manager Denise Thorsted:**
Three proposals were presented for consideration:
- Road Department Network Installation and VPN Connection ($6,767)
- Hellion/Server Upgrade ($8,055)
- Body Cam Storage/Server

**Bylaws and Member Recommendation/Mental Health Advisory, Denise Thorsted:**
Confirmation was given that during a previous session, the Board had agreed to remove CC&F from the notecard representation listing as it no longer existed. Recommendation was to add Public Health in that position and to appoint Michaela Barry as the Public Health Representative and to appoint Ann Kasbohm as the Domestic Violence Representative.

**First Responder Memorial Request, Commissioner Ken Kestner:**
An idea had come forward from a local citizen for the County to consider placement of a First Responder Memorial to include law enforcement and other responders (EMT, BLM, Forest Service, Police, Fire etc.). When asked, the Sheriff expressed his agreement and support of this type of monument.

**Oregon Dept. of Forestry Survey Request, Board of Commissioners:**
Confirmation was given that the Oregon Department of Forestry each year requested members of the Board to complete individually an annual customer service survey. Reminder was given that this request had been received for this year and each member was asked to complete and return their responses.

**Courthouse Display Discussion, Commissioner Ken Kestner:**
A request had been made for the Board to consider placement of either the Bill of Rights or another such display in Courthouse. The Board felt this was fitting. Discussion occurred on the separation of church and state and wording of “In God We Trust”.

**Strategic Plan Development Discussion, Board of Commissioners:**
Commissioner Kestner brought forward for potential future discussion the development of a strategic plan for Lake County and discussed examples found from other counties.

Public Hearing Closed: 10:58 am
**Department Updates:**
Confirmation was given that Mental Health Request for Proposals process had closed on Friday. Two submittals had been received. Mental Health Advisory was set to meet today to review. Recommendation was expected for the Board's consideration in the near future. Once received, the Board confirmed Special Session would be set for the Board to act.

**Legal Updates:**
No Legal Updates were given during today’s session.

**Liaison Updates:**
Commissioner Shoun –
- Planned to meet with the Road Official and others this afternoon regarding watering of County Roadways
- Confirmed his recent appointment to the Governor’s Drought Emergency Task Force. Information was given on tentative meetings that were set and purpose. State was to cover “all reasonable travel”.

Commissioner Kestner –
- Anticipated the arrival of the Deputy Secretary of the Interior today.
- Headed to Salem tomorrow regarding Senate Bill 32

**Executive Session 192.660 (2) ():**
No Executive Session was held during today’s meeting.

There being nothing further to come before the Lake County Board of Commissioners, this meeting adjourned at 11:02 a.m.

Respectfully Submitted,

[Signature]
Denise Thorsted
Administrative Assistant

**Board Approval:**

[Signature]
Ken Kestner
Chairman

[Signature]
Dan Shoun
Vice Chairman

[Signature]
Bradley J. Winters
Commissioner