

Morrow County Court
March 4, 2015
Heppner, Oregon
Finance Office Conference Room

Present

Judge Terry Tallman
Commissioner Leann Rea
Commissioner Don Russell
Karen Wolff, Executive Secretary/Personnel Director
Mike Gorman, Assessor/Tax Collector
Roberta Lucher, Court Executive Assistant

Judge Tallman called the meeting to order at 9:04 a.m.

City and Citizen Comments – Heppner

No comments

Open Agenda

Long Range Planning will take place following the regular Court meeting.

Department Report

Road Report

Burke O'Brien, Public Works Director
Sandi Putman, Public Works Management Assistant
Matt Scrivner, Assistant Road Master

Mr. Scrivner reviewed the Road Report:

- Bombing Range Road shoulder work – today will be the last day on this project until next fall when the crew will work on the Homestead Lane intersection and continue north toward Wilson Lane.
- Ione-Gooseberry Road – the realignment phase is in full swing between Dry Fork Road and Lundell Road. Pavement in a three-quarter mile area has been reclaimed and used as fill for the road widening. Most of the bank sloping has been completed with final sloping to be done next week. We will be applying base rock to this section of road next week, as well as, adding new culverts and finish ditch shaping.
- Road Grading – one blade was out yesterday touching up some rough spots on Shobe Canyon Road; it will then be moved to the Liberty School Road area. Another blade will start Thursday in the north end of the County beginning on Homestead Lane and working north.
- A plow and sander worked on Willow Creek Road and the Blake Ranch Road after the last snow storm.
- Public Works responded to an accident on Bombing Range Road, milepost 12.64 on Wednesday, February 25th. A fully loaded milk truck rolled over spilling 74,000 pounds of milk. No injuries occurred and the minor damage to the shoulder of the road will be repaired this week. Commissioner Rea asked if this involved any special clean-up. Mr.

Scrivner said milk can be hazardous if near a waterway, which this wasn't. Mr. O'Brien explained we contacted our environmental company in Pendleton for advice.

- Recommendation – Public Works recommends West Glen and Wagon Wheel subdivisions be bladed in the next few weeks and asked permission to do so since a blade will be near those areas. The Commissioners approved by consensus. Mr. O'Brien explained this process is necessary because these roads are Public Access roads, not County roads.

Preliminary Estimate for Fairgrounds Paving Project

Mr. O'Brien said he has some numbers for paving the remainder of the Fairgrounds parking lot:

- \$43,500 for 700 tons of mix
- \$44,000 for equipment and labor costs
- Total approximately \$88,000

Mr. O'Brien said people have expressed concern if the area is paved, water from the buildings will go toward the new paving. Because of this, I contacted Doug Ferguson with Ferguson Surveying and Engineering. He recommends a collector box/storm drain by the football field and two more going toward the creek, meaning about 320 feet of pipe. This would be an additional \$30,000, approximately, and doesn't include contingencies or engineering. Mr. O'Brien said Public Works wouldn't have time to install the drain system, so this is figured at a contracted cost. The Commissioners discussed several options, including spreading the cost and work over two fiscal years; or install just the drain system and make repairs to existing asphalt areas. The Commissioners decided to discuss this during Long Range Planning. Mr. O'Brien said when a decision is made, the Fair Board needs to understand, from the Court, that one person should be designated as the contact person for the project. Commissioner Rea said she assumes the Fair Board would turn that over to Barry Munkers as the maintenance person there, but the Fair Board does need to take official action.

Contracts

Automated Weather Observation System (AWOS) Maintenance Contract

Commissioner Rea moved to approve the Personal /Professional Services Contract with Bob Nairns to provide services as an AWOS Technician at a rate of \$250 per month. Commissioner Russell seconded. Unanimous approval.

Park Host Contracts

Commissioner Rea moved to approve the Personal/Professional Services Contract with Mike Todd serving as Park Host at the OHV Park, from May 5, 2015 to November 11, 2015, at the rate of \$60 per day. Commissioner Russell seconded. Unanimous approval.

Commissioner Rea moved to approve the Personal/Professional Services Contract with Terry Todd serving as Assistant to Park Host at Peak Times at the OHV Park, from May 5, 2015 to November 11, 2015, at the rate of \$35 per day. Commissioner Russell seconded. Unanimous approval.

Commissioner Rea moved to approve the Personal/Professional Services Contract with Bill Malone serving as Park Host at Anson Wright Park, from May 5, 2015 to November 11, 2015, at the rate of \$35 per day. Commissioner Russell seconded. Unanimous approval.

Commissioner Russell moved to approve the Personal/Professional Services Contract with Sandra McDonald serving as Park Host at Cutsforth Park, from May 5, 2015 to November 11, 2015, at the rate of \$45 per day. Commissioner Rea seconded. Unanimous approval.

9:34 a.m. Bid Opening – Portable Toilets

Bidders were asked to provide a monthly total for 13 portable toilets (11 standard units, one handicap accessible unit, and one portable/trailer unit). Two bids were opened and read:

1. Doug's Septic Service Inc., Milton-Freewater, total - \$840
2. CB's LLC, La Grande, total \$925

Ms. Putman said the County should be able to scale back on the number of units next year because of bathroom improvements at County Parks.

Commissioner Rea said as we are on this subject, should we place one or two portable toilets at the Courthouse since several restrooms are unavailable as a result of the recent sewer line problem; the Court agreed.

Mr. O'Brien said he and Tony Clement, General Maintenance Manager, discussed the sewer drain line and there are at least a few sections needing replaced. Ms. Putman said in her research, she couldn't find any reference to that line ever being replaced. Mr. O'Brien said Mr. Clement will ask to borrow the City of Heppner's sewer line camera to inspect the pipe. If the line needs replaced, we can probably do it on a weekend.

Discussion turned to the mortar repairs needed on the Courthouse, stairs and retaining walls and whether the work should be put out to bid or go through the Request for Qualifications process. It was tentatively agreed the RFQ process may be the better option.

Department Report

Sheriff Department Monthly Update

Sheriff Ken Matlack

Sheriff Matlack discussed activity over the last few months, including nine stolen vehicles in the County and at least 12 burglaries. An arrest was made February 11th at a property near Meacham in Umatilla County. Thousands of dollars worth of property was recovered including stolen vehicles, equipment, guns, and miscellaneous property; illegal drugs were seized as well. Several people were arrested in connection with this investigation, including Alexander Alvin Abell who is lodged at the Umatilla County Jail.

Sheriff Matlack said there have been multiple reports of theft from mailboxes in Morrow and Umatilla Counties. Several arrests have been made and the investigation is on-going.

On January 2nd, the Sheriff's Office, along with Oregon State Patrol (OSP) and the Boardman Police Department, closed I-84 to conduct a felony stop on a stolen vehicle out of Moses Lake, WA.

An incident on January 9th in Heppner resulted in a temporary lockdown of Heppner Elementary School while deputies searched for and apprehended a juvenile burglary suspect who was later charged with Unauthorized Use of a Motor Vehicle, ID Theft, Unlawful Possession of a Firearm, Theft I and Carrying a Concealed Weapon.

On February 25th, an inmate from Two Rivers Correctional Institution walked away from the work crew at Finley Buttes Landfill. Personnel from the Sheriff's Office and OSP searched the area and notified citizens in the area to be on the lookout. Steven Fox was located and arrested the next day by the Hermiston Police Department.

Sheriff Matlack reported three recent fires – February 20th at the Riverview Motel in Boardman; February 20th just off the highway near the Fairgrounds in Heppner; and February 21st in Ione – total loss of a singlewide mobile home.

Sheriff Matlack said he's been in discussions with Morrow County School District Superintendent, Dirk Dirksen, who said the school district is willing to provide \$50,000 to the Sheriff's Office to help facilitate a School Resource Officer position. It looks like the school district is committing to equal funding to Boardman Police Department and the Sheriff's Office for School Resource Officer positions, so I'll be advocating for this and have it prepared in time for Budget Hearings. Sheriff Matlack said our Resource Officer would primarily work in Irrigon with some service to the south County schools, however, Ione School District wouldn't be eligible to participate. He also said it's the school district's intention to make this an annual part of their budget.

New Business - Second Reading – Adopting Ordinance

An Ordinance amending the Morrow County Zoning Ordinance, Article 1, Section 1.030, Definitions, and Article 3, Section 3.060, General Commercial, in response to State Legislation concerned with Medical Marijuana Dispensaries.

Carla McLane, Planning Director, provided the Second Reading by Title and made note of the five accompanying attachments to the proposed Ordinance.

Commissioner Russell moved to approve An Ordinance amending the Morrow County Zoning Ordinance, Article 1, Section 1.030, Definitions, and Article 3, Section 3.060, General Commercial, in response to State Legislation concerned with Medical Marijuana Dispensaries, and include all attachments, County Ordinance No. ORD-2015-1. Commissioner Rea seconded. Unanimous approval.

Miscellaneous - Planning Department – Fossil Radar

Ms. McLane discussed an e-mail she received from Kathleen Cathy, Field Representative for U.S. Senator Ron Wyden, regarding the Fossil Radar. Ms. McLane offered to draft a letter in response to the e-mail. Ms. McLane referenced the phrase “economic sacrifice zone” recently

coined by someone to illustrate what counties have given up for the military zones in the area. She said Fossil Radar issues continue to impact our economic development opportunities.

Special Transportation Advisory Committee Update

Aaron Palmquist, Chair, Morrow County Special Transportation Fund Advisory Committee (MC-STF)

Mr. Palmquist reviewed the two budgets adopted by MC-STF, starting with the Supplemental A, B, C Budget for 2013-2015 and moving on to the 5310 FTA (Federal Transit Administration) Budget for 2015-2017. He then discussed minor changes needed to the Passenger Service and Operational Guidelines Manual for Morrow County Special Transportation, such as the addition of an 800 number and a current mailing address. Mr. Palmquist said the Committee recommends the Court adopt the Manual. He said with the Court's approval of the manual, 80% of the required "to do" items from the Oregon Department of Transportation (ODOT) will have been completed. Commissioner Russell said he is comfortable with approving the manual based on the Committee's recommendation.

Commissioner Rea moved to approve the Supplemental A, B, C Budget for 2013-2015 and the 5310 FTA Budget for 2015-2017 as presented. Commissioner Russell seconded. Unanimous approval.

On the recommendation of MC-STF, Commissioner Rea moved to approve the Passenger Service and Operational Guidelines Manual, Morrow County Special Transportation. Commissioner Russell seconded. Unanimous approval.

Special Transportation Coordinator Job Description

After several discussions concerning supervision of this position; whether or not the position should be full time or half time; and funding sustainability, the Commissioners were ready to vote on everything except the full time/half time question. They decided to delay further discussion until this afternoon when Finance Management Assistant, Ronda Fox, could provide the pertinent information.

Commissioner Rea moved to create the position identified as a Special Transportation Coordinator as an exempt Department Head. Commissioner Russell seconded. Unanimous approval.

Ms. Wolff said she used much of the information from MC-STF's recommended job description as she compiled the Coordinator job description now under consideration. My recommendation would be, after the person has been in this position for six months, we review and make amendments to this document.

Commissioner Rea moved to approve the Special Transportation Coordinator job description with the minor amendments recommended today and with the understanding after the position has been filled, the job description may require additional changes which will be reviewed in a timely manner. Commissioner Russell seconded. Unanimous approval.

Ms. Wolff discussed the wage recommendation using Vance-Jacobson, which recommends Pay Range 10. Commissioner Rea asked if that is adequate considering what is required. Ms. Wolff said yes, because we're not requiring additional education and we can look at it again after a year. We're not requiring a lot of experience or education and these are two factors that kept it lower. We have made it a Department Head, so we might want to look again at what is expected. If we later change the job description due to operational needs, we can reevaluate the wage and won't have to wait for the Reclassification process to open, based on those operational needs.

Commissioner Russell moved to approve Pay Range 10, initially, for the newly created job of Special Transportation Coordinator. Commissioner Rea seconded. Unanimous approval.

Mr. Palmquist thanked the Commissioners. Commissioner Rea said we can now direct Ms. Wolff to proceed with the hiring process. Judge Tallman said yes, that's what we want Ms. Wolff to do.

Mr. Palmquist concluded by saying it might be a good idea to consider a way to publicly thank the volunteers of the Special Transportation program; perhaps something along the lines of an appreciation banquet.

Administration Building Loan Documents

Rick Worden, Finance Director

Commissioner Rea asked if the documents were reviewed by County Counsel, Ryan Swinburnson. Mr. Worden said he didn't believe so; Judge Tallman said he did not ask Mr. Swinburnson to review them because he has not been responsive. Commissioner Russell asked if the loan origination fee of \$10,000 was paid each time we applied for a loan and are we done with additional loan requirements on this project. Mr. Worden said we are done and Community Bank consolidated the two loans into one, and is charging one loan origination fee of \$10,000. Commissioner Rea said this is considerably less than what the other banks offered at the time we accepted this. The Commissioners reviewed the documents and concluded they are standard loan documents and are comfortable signing them today, however, they did have a question about a date so signing was temporarily delayed until it was resolved.

Ms. Wolff requested permission to display posters of the floor plans for the new Administration Building at the construction site for the public to view during the upcoming Wee Bit O'Ireland Celebration in Heppner. The Commissioners approved the request.

Purchasing Pre-Authorization Request – County Court

Commissioner Rea moved to approve the Purchasing Pre-Authorization Request from the County Court Office to purchase a Dell Laptop for \$1,435.29. Commissioner Russell seconded. Unanimous approval.

Department Report

Personnel Update

Ms. Wolff

Ms. Wolff said she received the “Not to Exceed” announcement for all of the County’s insurances through Citycounty Insurance Services (CIS), with the exception of Worker’s Compensation insurance, which is through SAIF. The following changes will take place:

- Liability will increase by an amount not to exceed 7.6%
- Property – 5%
- Auto Physical Damage – 13.4%
- CIS/Regence Medical – Non-High Deductible Health Plans – 5.3%
- VSP Vision – 6.33%
- ODS, Kaiser & Willamette – 0.0%

Ms. Wolff said she will forward the information to Department Heads for their budget preparations.

Request from Justice Court for Exemption to the Reclassification Policy

Ms. Wolff reviewed the letter from Justice of the Peace, Annetta Spicer, which states:

“Lucy Veliz had originally contemplated resignation from her position at the end of 2013. We updated the position description in preparation for anticipated changes and made it more reflective of her actual duties. We did not push forward with it as we were looking at a change of personnel, and expected to address it when it came time for hiring. Instead, Lucy decided to remain with the County.”

Judge Spicer is requesting the Irrigon Justice Court Clerk II position be reclassified effective July 1, 2014. Ms. Wolff said she originally received the request March 2014 but asked Judge Spicer to wait until the Reclassification Process at that time was completed. Discussion.

Commissioner Rea moved to allow an Exemption to the Personnel Policy, Section 6.4A, for the Irrigon Justice Court Clerk II position. Commissioner Russell seconded. Unanimous approval.

Administration Building Loan Documents, continued

Commissioner Rea moved to approve the Governmental Certificate , lender Community Bank, Loan Number 148130, Principal \$2,500,000 and authorize Judge Tallman to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Commissioner Russell moved to approve the Business Loan Agreement dated February 24, 2015, lender Community Bank, Loan Number 148130, Principal \$2,500,000. Commissioner Rea seconded. Unanimous approval.

Commissioner Russell moved to approve the Promissory Note dated February 24, 2015, lender Community Bank, Loan Number 148130, Principal \$2,500,000. Commissioner Rea seconded. Unanimous approval.

Commissioner Rea moved to approve the Notice of Final Agreement, lender Community Bank, Loan Number 148130, Principal \$2,500,000. Commissioner Russell seconded. Unanimous approval.

1:15 p.m. – Greg Sweek arrived

Draft Administrative Officer Job Descriptions

Ms. Wolff said after conversations with the Commissioners over the course of some time, she's developed three draft job descriptions which could have an impact on her current position as Executive Secretary/Personnel Director. Administrative Officer #1 reflects the current job duties of the Executive Secretary/Personnel Director. Administrative Officer #2 would include supervising employees who don't report to a Department Head but report to Judge Tallman, such as the Fair Secretary, Veterans' Representative, Special Transportation Coordinator, and a few miscellaneous positions. Administrative Officer #3 transfers all employee supervision to this position.

Ms. Wolff said she is providing the drafts for the Commissioners to review as they think about how the business of the County should be conducted. Ms. Wolff discussed a few duties that could be assigned to an Administrative Officer, as is currently the practice in some counties, such as the ability to sign Accounts Payable (the Court would still approve budgets and review APs each week), sign amendments to contracts which were initially signed by the Court, as long as the relevant Department Head is in agreement; saying these kind of details need to be settled in advance. If the Court decides to transfer supervision of all employees, as suggested in option #3, an additional administrative support staff position would be needed.

Judge Tallman said he and Ms. Wolff have discussed option #1 as a place to start and ultimately move on from there...we've talked about different ideas. Commissioner Rea said Judge Tallman needs more time to take care of the political issues affecting the County. Ms. Wolff said Commissioners make policy, do you need to be bogged down with operational aspects or do you want to transfer those duties. Discussion. Ms. Wolff said it's important the Department Heads continue to have access to the Commissioners, the Administrator will not be a gate keeper. Commissioner Rea said she would still want regular reports from Department Heads, it's the only way we can keep track of what going on in the County. If you look at all the meetings which take place in the County and neighboring counties...that alone can keep a person busy without being bogged down with every detail of running the County. Judge Tallman said he likes the interaction with employees and Department Heads, it gives me more of an idea of what happens on a daily basis. There will be shortcomings no matter what we do. Commissioner Rea responded it's not written in stone, it can be changed. Judge Tallman said he'd like to give it some stability. Commissioner Rea suggested gradually moving into this process with the Executive Secretary/Personnel Director taking over some of the single-person departments, but remain as Personnel Director and serve in an advisory capacity to the Court. Ms. Wolff said her thoughts would be to remain as advisory to and reportable to the Court, providing reports on a routine basis. Discussion.

Commissioner Russell said since he's new to County government, and it seems that we're going to an Administrator position, which I think is the right direction because Morrow County is not 5,000 people any more – we're going to continue to grow. Judge Tallman said that's the direction I was thinking we're headed, then down the road, sooner rather than later, I'd like time to look at and think about the different implications. Commissioner Russell said if substantive changes are made to Ms. Wolff's job description and expectations, do we as a County promote

from within or do a search. This has become a lot bigger position from where she started out. Ms. Wolff said it should be advertised and you may find someone who will be a real benefit to the County. I'm bringing this forward because we need to keep the ball rolling, but I'm not asking for a decision today. I'm open to whatever happens...who knows who you may get.

Commissioner Rea said I'm of the opinion, regardless of who the person is, that we start out with something similar to option #2 and work up from there. Commissioner Russell said I'd agree with that because it's a dramatic change. Mr. Sweek asked if this would be under a Home Rule set up. Commissioner Rea said currently, no.

Correspondence Reviewed

- Letter from Judge Tallman to Eastern Oregon University in support of their grant application to the Environmental Protection Agency for the Regional Internship Program and the Cottonwood Crossing Summer Institute.
- Letter to the Secretary of Veterans Affairs expressing serious concerns regarding the implementation of the Choice Card Program. The letter is signed by 42 U.S. Senators, including Oregon's Jeff Merkley and Ron Wyden.
- Resolution from the Linn County Board of Commissioners supporting the Second Amendment and Article 1, Section 27 Rights.
- Letter from the City of Irrigon to adjoining landowner regarding Medical Marijuana Facilities, Safe School Routes, Code Definitions and other Land Use Zone Items.

Minutes

Commissioner Rea moved to approve the minutes of February 25th, with corrections. Commissioner Russell seconded. Unanimous approval.

Commissioner Russell said he'd been asked by different people if we could get minutes out in a timelier manner because they haven't received any since mid-December. Ms. Wolff said that's probably right. When we get December done, I'll send them all out, hopefully by this next week. If anyone wants to see approved minutes prior to publishing, I can provide them upon request.

Claims

Commissioner Rea moved to approve the Accounts Payable, dated March 5th, in the amount of \$86,587.14. Commissioner Russell seconded. Unanimous approval.

Commissioner Reports

Commissioner Russell said he attended a Morrow Soil and Water Conservation District meeting last night and they will be approaching the County at budget time for an additional \$50,000 because they lost Natural Resources Conservation Services (NRCS) funding. Commissioner Rea said this is a slippery slope, we did the same thing with the state, they cut back funding so the County has to pick it up. This is the federal government doing the same thing. We have to draw a line sometimes saying we're sorry but we can't help you out. Agencies get employees in on grants and grants go away and then they come to us with additional funding requests. We need to think about it...they won't be the only ones. Commissioner Russell said he's been approached by someone requesting more funding for the Oregon State University Experiment Station. Commissioner Rea said we boosted it up several years ago. Judge Tallman said we send close to

\$100,000. Commissioner Russell said he's looking forward to his first Budget Hearings...but purse strings are only so deep. Judge Tallman said he'd love to be able to say yes to a lot of these things. Commissioner Rea said state and federal funding is being cut back and we're next in line.

Commissioner Rea said she attended the Morrow County Citizens Economic Development Task Force meeting and a good discussion was had regarding GEODC (Greater Eastern Oregon Development Corporation). Several GEODC Board members attended, including Bank of Eastern Oregon President, Jeff Bailey, and Tracy Hamby with Banner Bank. We had honest, open discussions about a few issues, including the need for GEODC to fill the vacant director position, which they are working toward. I'm happy Commissioner Russell and I will be attending the GEODC Annual Meeting on March 13th. We let the Board members know we have been discouraged by several matters involving GEODC including their failure to provide timely updates as managers of our Equity Fund. Commissioner Rea said if GEODC can't do anything for us, why don't we develop our own group and get someone else to funnel federal and state grants to us, but I'd like to give them another chance under a new director. She said we're getting our money and annual payments, but we don't know if everybody is current or not (on their loans).

Special Transportation Coordinator Job Description, continued

Ms. Fox provided wage and benefits information for the Commissioners to review. Discussion. Commissioner Rea suggested the person could perform Coordinator duties four hours each day and Scheduling/Dispatch duties the remaining four hours. Mr. Worden said the fiscal year 2014-2015 budget for STF was a duplicate of the prior year's funding because when the budget was adopted we had no idea what was going on with the program. We had amounts in there as placeholders. We will probably have to do a Supplemental Budget action since we're getting a clearer picture of revenues and what the fund will look like. Commissioner Rea said her impressions from a prior meeting with two ODOT representatives, were if Morrow County got its STF program lined out, it was going to be a flat reimbursement of what we had to spend. Judge Tallman agreed, saying they said we'd have more than enough money to take care of everything. After discussing the wage and benefits information, the Commissioners decided to advertise the position as full time.

Long Range Planning (LRP)

Mr. Worden discussed a handout with funds budgeted but not yet spent. The Vehicle Reserve – General Vehicles (non-Sheriff's Office) of \$90,000 was discussed. Mr. Gorman said he would be willing to help spend down that fund. Ms. Wolff said she would like to see the Commissioners commit to vehicles before Budget Hearings; Mr. Worden added delivery of any new vehicles needs to take place before June 30th otherwise it could cause issues for the County. Mr. Worden said another item we need to get started is the Gilmore Street project behind the Courthouse because it is not currently budgeted. Commissioner Rea reminded everyone the City of Heppner and the Morrow County Health District agreed to contribute toward this project, and that improvements will go all the way to the Gilmore Street/Barratt Boulevard intersection. She said Public Works spent time measuring the road and may have a preliminary estimate.

The Commissioners reviewed the list of County vehicles, deciding to add an additional \$30,000 in order to replace the four oldest vehicles, bringing the total to \$120,000. Commissioner Russell asked if Department Heads will be contacted for their preference on the kind of vehicle wanted. Judge Tallman said Ms. Wolff will contact them. Judge Tallman said another item brought up during this week's Department Head/Elected Officials Meeting was the lack of someone overseeing vehicle maintenance. Mr. Gorman said he oversees maintenance of the two vehicles in his office and would take over responsibility for a few more, such as the vehicle for general use. Commissioner Rea asked if someone keeps track of mileage; Judge Tallman said most do their own. Commissioner Russell said since he's in charge of maintenance for his County vehicle, does the County have a preference where he takes it. Mr. Gorman said there are several places in the south end of the County that do oil changes and his office has accounts at several of them. Judge Tallman said we want to buy in-county whenever possible; Commissioner Rea agreed. According to the vehicle list, the four oldest vehicles are:

1. 1998 Ford Crown Victoria, District Attorney
2. 2001 Ford Taurus, Justice Court
3. 2002 Ford Explorer, Assessor
4. 2003 Chevrolet Impala, General Use

Fairgrounds Paving Project

Via e-mail, Mr. O'Brien provided an updated figure from Mr. Ferguson for the project: \$194,655. Commissioner Rea said we would be better off waiting on this until we get some building costs/projects done. Mr. Gorman asked if dust abatement could be done prior to rodeo time. Commissioner Rea said Mr. O'Brien indicated there is product that works well for that.

Computers/Reserve – Programming Reserve & Equipment Reserve

On the Carry Over handout, this line currently shows \$0. Mr. Gorman said Jordan Standley, IT Services, indicated six of the computers in the Assessor's Office should be replaced as they will be out of warranty soon. The Commissioners decided to move \$26,000 to this line from the LRP spreadsheet figures which show energy project revenues. In addition, it was decided to move \$30,000 into a newly created Computers/Printer category on the Carry Over handout for larger computer related purchases like servers.

Fairgrounds Bleachers

Commissioner Rea said the wooden bleachers at the Fairgrounds have become a safety hazard and money needs to be spent on moveable bleachers. Brief discussion, but no adjustments made at this time.

Gilmore Street Improvement Project

In an e-mail from Mr. O'Brien, he said if memory serves him correctly, the preliminary estimate stood at \$150,000. Commissioner Rea recommended we use a \$175,000 figure when we add this to the LRP spreadsheet.

Next LRP Meeting

Wednesday, March 25th, Heppner, Finance Office Conference Room

STF

Commissioner Rea suggested an 800 number for STF be routed to Anita Pranger in the Finance Office until a Coordinator is hired; Judge Tallman agreed.

Fossil Radar Issue, continued

Ms. Wolff presented the draft letter for review, prepared by Ms. McLane. After a few minor changes, the Commissioners signed the letter.

Name the New Administration Building Contest

Ms. Wolff provided the list of names suggested last fall as a reminder this has not yet been determined. It was suggested the schools be asked to have students submit entries and also to solicit ideas from the Historical Society. Commissioner Rea explained the winning entry wins \$100.

Adjourned 3:09 p.m.