

Board of Commissioners Meeting
December 19, 2012

Present: Commissioner William D. Rosholt
Commissioner Steve McClure
Commissioner Mark D. Davidson

Chairman Rosholt opened the meeting with all Commission members present.

Public Comments

Scenic Bikeway

Anita Metlen, Imbler, came to the Commissioners to talk about the scenic bikeway. She explained that they were designated as an official Oregon State Scenic Bikeway. The Grande Tour is listed on the Oregon Scenic Bikeways website. On February 12th the bicycle tourism studio will be held which is organized by Travel Oregon and Oregon State Parks and Recreation. This will help them learn how to market the Grande Tour. Everyone is invited and it is designed for local businesses and community members to learn how to put together ways to market the Grande Tour and how the local community can benefit from it. They would like to try another scenic bikeway. Originally they proposed three scenic bikeways. One of which was the Gold Rush and the State did not allow for the completion of that bikeway so they want to attempt that again. They need to update their letters of support. She would like the Commissioners to send another letter of support for the Gold Rush bikeway. The Gold Rush bikeway will begin at Hilgard State Park and will go by way of Starkey to Baker City. She would like to some day connect between Hilgard and Riverside Park which is the designated trailhead. Right now there are 10 miles that would have to be ridden on the freeway. It is not a desirable way to do it but it can be done. She gave the Commissioners some brochures and information to look at.

Continuity of Operations Plan

J.B. Brock, Emergency Services Officer, brought the Continuity of Operations Plan to the Commissioners for consideration. He explained that the Continuity of Operations Plan is intended to be an all hazards plan dedicated to any event that interrupts County services. The ability to re-establish the vital services that the County provides is a priority. The Plan is the one plan that goes with any emergency that would cause the County to not be able to provide the normal services. He went to all County departments and determined which services were most vital based on priority rankings of statutory responsibilities as well as functional responsibilities. He explained that the base of the Plan has been completed but it has identified some additional things that are long term projects. They have identified alternate facilities and there need to be agreements in place with those facilities to allow for emergency use. Another step is to have office equipment available to use at those alternate sites if needed. The County would

ideally take the existing equipment and move it somewhere else but it may not always be possible. As equipment gets replaced within the County some of the old equipment can be kept in an emergency cache. Another issue is backup power for the existing County facilities. The facilities need to be set up to accept a generator. The last piece is the vital records. Need to look at how the records will be dealt with and where they will be kept. He is asking the Commissioners to move forward with the basic plan that is before the Commissioners now with the understanding that he will continue to develop the other pieces that will go along with it.

Commissioner McClure asked if the Plan could hold strong legally in terms of succession. J.B. thinks that it can but he will check with legal counsel.

Commissioner McClure moved approval of the Continuity of Operations Plan as presented. Commissioner Davidson seconded. Motion carried unanimously.

Family Matters Contract (DFC Grant)

Vicky Brogoitti, Commission on Children and Families Director, brought the Family Matters Contract to the Commissioners for consideration. She explained that this is a professional services agreement between Union County and Charlotte Dudley who is an independent contractor to deliver the family matters program. The funding for the contract comes from the County's Drug Free Communities grant. There has been \$5000 set aside for the contract. There would be \$250 provided up front to cover initial expenses with the balance paid at the end of the contract. The contract is to start January 1, 2013 thru August 30, 2013 and they are expecting a minimum of 35 families will participate and complete the four components of the program. **Commissioner Davidson moved approval of the Family Matters Contract as presented. Commissioner McClure seconded. Motion carried unanimously.**

Livestock District #1 Annexation Court Order

Court Order 2012-44, In the Matter of Reviewing a Petition to Annex Land into Livestock District #1, was presented for consideration. Hanley Jenkins, Planning Director, explained that they received a request on December 4, 2012 to add part of a property that is currently not in Union County Livestock District #1 to the district. The ORS states that they may annex an area less than 2000 acres. They are required to give notice and adopt an Order. This Order would initiate the process and sets the hearing date for February 6, 2012.

Commissioner Davidson asked for clarification on the map that was included with the Court Order on the exact property that is being annexed.

Commissioner Davidson moved approval of Court Order 2012-44 as presented. Commissioner McClure seconded. Motion carried unanimously.

Sage Grouse Memorandum

Hanley Jenkins brought the Memorandum of Agreement between the seven counties that have Sage Grouse habitat within their county. The Department of Land Conservation and Development has provided a grant to Harney County as the coordinating county for pursuing land use considerations for evaluating sage grouse habitat. This is a Statewide issue that has been pursued by the Governors office. This issue derives from Oregon Fish and Wildlife Services being asked to list Sage Grouse. They are anticipated to review the listing request in 2015. There is an effort to try and identify mechanisms that could be utilized in evaluating Sage Grouse habitat that may result in it not being listed in Oregon. This agreement just states that the seven counties will work together. It doesn't commit the County to doing anything but participating in the process.

Commissioner Rosholt asked if the agreement is only good for six months. Hanley explained that it is for right now because that is how long the grant is for. It is their hope that a product can be put together to recommend by the end of the fiscal year.

Commissioner Davidson moved approval of the Memorandum of Agreement as presented. Commissioner McClure seconded. Motion carried unanimously.

12th Street Transfer

Court Order 2012-45, In the Matter of Transferring a Portion of S. 12th Street, A County Road, to the City of La Grande, was presented for consideration. Hanley Jenkins explained that the County offered the City a portion of 12th street and the City accepted that portion by Resolution. This Court Order would give the portion of the right of way that is inside the city limits to the City to own and maintain.
Commissioner McClure moved approval Court Order 2012-45 as presented. Commissioner Davidson seconded. Motion carried unanimously.

Fox Hill Sign Plan

Sean Chambers, Parks Coordinator, presented the Fox Hill Sign Plan to the Commissioners for consideration. He explained that the Union County MERA Advisory Committees have heard public concerns about the steepness of Fox Hill Road. In response, the County Public Works sign department has developed a sign plan to address those concerns. The Plan calls for increased signage warning of hazards. There will be a safety turn around constructed for those vehicles that may be incapable of negotiating the hill. The advisory committees met and agreed to make a recommendation to the Board of Commissioners to adopt the Fox Hill Sign Plan.

Commissioner McClure stated that there has been some public concern about the steepness and there have been some issues with some larger vehicles

unable to pull the hill. He feels like the important piece is that they found a spot to build an emergency turn around. The County has put in two applications to try and address the road in a few ways. The Sign Plan is something that can be done at a minimal cost and in a shorter time frame.

Commissioner Rosholt stated that it is a good fix for now until something better can be done to improve the road.

Commissioner McClure moved approval of the Fox Hill Sign Plan as presented. Commissioner Davidson seconded. Motion carried unanimously.

Consent Agenda

The December 6 and 13 claims journals; and the December 5 and 12 Public Works claims journals; were approved as presented on the consent agenda.

Amendment to OBDD Loan Agreement

Shelley Burgess, Administrative Officer, brought an Amendment to the Oregon Business Development Department Loan Agreement for consideration. She explained that this is regarding the business property acquisition. The original agreement that was signed for the financing of the project called for a closing date of December 1st. Due to some additional requirements during the closing process that was not able to happen so the amendment changes the closing date to December 31, 2012 and makes the first payment on the loan due December 1, 2013. **Commissioner Davidson moved approval of the Amendment to OBDD Loan Agreement as presented. Commissioner McClure seconded. Motion carried unanimously.**

Appointment to Planning Commission

Court Order 2012-46, In the Matter of an Order Re-Appointing Members to the Union County Planning Commission, was presented for consideration. Shelley Burgess explained that this Court Order would reappoint Melanie TrumpVanHolst, Jed Farmer and Mace Cadwell to the Union County Planning Commission. **Commissioner Davidson moved approval of Court Order 2012-46 as presented. Commissioner McClure seconded. Motion carried unanimously.**

Appointment to MERA Motorized Advisory Committee

Court Order 2012-48, In the Matter of Appointment to the Mt. Emily Recreation Area Motorized Advisory Committee, was presented for consideration. Shelley Burgess explained that this Court Order would re-appoint Leonard Erickson, Ian Caldwell, Tyson Samples, and Mark Barber to the Mt. Emily Recreation Area Motorized Advisory Committee. **Commissioner McClure moved approval of**

Court Order 2012-48 as presented. Commissioner Davidson seconded. Motion carried unanimously.

Appointment to MERA Non-Motorized Advisory Committee

Court Order 2012-47, In the Matter of Appointment to the Mt. Emily Recreation Area Non-Motorized Advisory Committee, was presented for consideration. Shelley Burgess explained that this Court Order would re-appoint Leonard Erickson, Ian Caldwell, Lance Coburn, Robert Morgan, Doug Hopper and Scott Wilson to the Non-Motorized Advisory Committee. **Commissioner McClure moved approval of Court Order 2012-47 as presented. Commissioner Davidson seconded. Motion carried unanimously.**

Grant Oversight Policy

This was postponed to another meeting.

Senior Center Project

Shelley Burgess explained that Margaret Davidson from Community Connections of Northeast Oregon has contacted the County regarding the Senior Center renovation project. She had come to the Commissioners back in September about some insulation and window replacements. The initial financing for that project was to use the sinking fund at the County developed from the rent to use the building, rebates from utility savings, and some funds from Community Connections. The total funding was \$37,650 which covered the initial bids. It was discovered that there was additional duct work that needed to be sealed. The ducts need to be sealed to achieve the property energy efficiency. The bid for the additional work is \$8,856. There are three options of material to use under the windows that were replaced. It would be \$3800 for the hardy plank, \$7700 for rock and \$6000 for the last option. Margaret stated that they are not at a point to decide which of the options will be the best but with talking to her contractor the total cost for that would not be more than \$4000. The summary is that the additional costs for completion of the entire project will be about \$12,000 more than initially thought and included in the budget. They are asking for approval to repair the additional duct work and change how they will finish up the outside of the building and whether the County would be willing to provide some additional funding.

Commissioner McClure stated that he thinks it is essential that the duct work be completed. He feels that the county should participate 50% since the County owns the building.

Commissioner McClure moved for the County to participate with 50% of the cost for the duct work and to finish the South face of the building. Commissioner Davidson seconded. Motion carried unanimously.

CDBG Grant – Closure Hearing

Lisa Dawson, NEOEDD, came to the Commissioners to close out the CDBG Grant for Union County.

Commissioner Rosholt opened the public hearing for testimony.

Lisa Dawson gave the Commissioners a summary of the activities that the grant supported. She explained that they have met their goals in delivering classes to the region and last year there were 41 students. The classes were spread around. They will have a few students that will open businesses sometime soon.

Commissioner McClure asked if Lisa had applied for another CDBG grant with Baker County as a sponsor. Lisa stated that is true. This would close the grant that Union County sponsored.

Commissioner Rosholt closed the hearing with no further testimony.

Legalization of Portion of Pierce Road – Public Hearing

Court Order 2012-43, In the Matter of Legalizing a Portion of Pierce Road, was presented for consideration. Hanley Jenkins explained that they received a legalization request for a section of Pierce Road. Pierce Road has been improved and as part of that process the right of way was not where it should be. The legalization process is designed to allow the County to adjust the right of way to fit the road surface. Notice was given of the legalization process to adjacent land owners. The Public Works Director submitted a letter in support of the legalization.

Commissioner Rosholt opened the public hearing and then closed with no testimony received.

Commissioner McClure moved approval of Court Order 2012-43 as presented. Commissioner Davidson seconded. Motion carried unanimously.

Adjournment

The meeting was adjourned at 10:18 a.m.

Respectfully Submitted,

Ashley Wilhelm
Sr. Dept. Specialist II