

Board of Commissioners Meeting
January 4, 2012

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

Call To Order

Chairman Rosholt called the meeting to order at 9:00 a.m. and began with the Pledge of Allegiance. All three Commission members were present.

Public Comments

Irene Gilbert of 2310 Adams Avenue, La Grande, Oregon, brought up the continued use of Hanley Jenkins, Planning Director, relating to the Antelope Ridge Wind Farm proposal. Several months ago she sent a letter to Union County requesting that someone other than Mr. Jenkins represent the County due to his perceived conflict of interest including problems with erasing emails related to that facility. At that time, she provided a list of concerns regarding the appraisal of the compliance of the facility with the Union County land use planning goals. Her concerns had to do with the depth of the footings for Elkhorn, which she stated will create significant water issues and problems with local wells, irrigation and flooding.

Another item she had concerns about was the identification of forest land, in which Mr. Jenkins serves on the board of the Land Conservation and Development Commission (LCDC). The proposed site has a significant area of zoned forest land. She feels that LCDC rules are not being followed and that the soil types need to be examined. She also stated that Mr. Jenkins approved the site plan, understating forest land impacts calling it mostly agricultural land, which she feels is in error. Ms. Gilbert requested a third party to re-review Mr. Jenkins analysis and that he not be a paid employee for Union County. Commissioner Davidson asked for a written copy of her concerns. She agreed to provide.

Fiscal Year 2010-11 Audit Report

Mike Poe, of Seydel, Lewis, Poe, Moeller & Gunderson, LLC, presented the Audit Report for the Fiscal year of 2010-11 for Union County. He stated that the County is doing a good job on addressing control structure and continuing to improve upon it. He was pleased to report that there are no findings this year. He stated that the report was issued on time and that a lot of recognition to Union County should go into the efforts involved in the timely reporting. Credit for this starts with the Commissioners stating that it will be completed, and then Shelley Burgess, Administrative Officer and Donna Marshall, County Treasurer, for doing a fabulous job for arranging meetings, meeting timelines and providing information whenever needed for the auditors. There were no disagreements or difficulties with management and there is a letter in the materials to that effect. There were a few changes to the audit report and he provided a quick overview. This included the Management Discussion and Analysis section which was put together by Shelley. This is basically the budget message after the year is completed, including what happened and what is expected to happen in the future. Financial statements, are shown on pages 9-11 and involve combining many of the

funds into two categories. Net assets increased about \$4.4 million this year, so in this measurement the County is in a better position than last year. Grants outlined \$6.8 million in operating grants and programs and \$1.2 million in capital grants, of which a large part of that was for the airport runway improvement. Fund statements are the funds basically used on a day to day basis and Mike noted that there is a change under Fund Balance, due to a new accounting standard implemented this year. Under the Fund Balance category, there is Non-spendable, Restricted, Committed and Unassigned categories plus one other category which is Assigned, although this section is currently not in use by Union County. Non-spendable includes items such as inventory which has been purchased but not yet been used. It qualifies as an equity number, but cannot be spent again. Restricted is monies where an outside agency has placed restrictions on money and is determined by statute where the money is required to be spent. Committed is money that Commissioners have earmarked in the form of resolution or some other determining action. Assigned is money that management has earmarked. Unassigned is money that doesn't meet categories previously described.

Governmental fund balances increased by about \$650,000, proprietary fund net assets increased by about \$930,000. Mike stated that there were only a few budget violations and it will be good to cut down, and get to a point where we don't have them in the future. He stated that it is a challenge on the accrual basis to anticipate what will be spent at the end of the year, which fiscal year items will fall in, and that he and Shelley have discussed ways to avoid future budget violations. There were no questions by the Commissioners.

Elected Official, Department Head and Employee Comments

CCF Appointment

Vicky Brogoitti, Director of Commission on Children and Families presented a request for appointment to the Commission on Children and Families. Vicky stated that even though the Commission on Children and Families is currently funded only through June 30, 2012 and there is some uncertainty as to what will happen beyond that date, there are three members seeking reappointment to remain on the Commission. Gary and Carol Tate of North Powder are lay Commission members representing small business and Chandra Bingaman of Imbler is a professional member representing the Juvenile Department. **Commissioner Davidson moved approval of Court Order 2012-04 as presented. Commissioner McClure seconded. Motion carried unanimously.**

Vehicle Bids

Sheriff Boyd Rasmussen was on the Agenda to present bids for the purchase of department vehicles. He requested that this segment be postponed to a future commission date.

Consent Agenda

The December 14 and 21, 2011 Public Works claims journals; the November 14, December 15 and 22, 2011 claims journals; the December 14, 2011 Board of Commissioners minutes and the 4H and the Ext. BOR Lease Agreement were approved

as presented on the consent agenda. **Commissioner McClure moved approval of the Consent Agenda as presented. Commissioner Davidson seconded. Motion carried unanimously.**

Administrative Matters

Selection of Official Newspaper

Court Order 2012-01, In the Matter of Selection of an Official Newspaper, was presented for consideration. The Observer was selected as the official newspaper for publication of notices required by statute for Union County for the calendar year 2012. **Commissioner McClure moved approval of Court Order 2012-01 as presented. Commissioner Davidson seconded. Motion carried unanimously.**

Appointment of Engineer of Record

Court Order 2012-02, In the Matter of Appointment of an Engineer of Record for Union County, was presented for consideration. Howard Perry, of Anderson Perry and Associates, was appointed to serve as Engineer of Record for Union County. for the calendar year 2012. **Commissioner McClure moved approval of Court Order 2012-02. Commissioner Davidson seconded. Motion carried unanimously.**

Appointment of Budget Officer

Court Order 2012-03, In the Matter of Appointment of a Budget Officer for Union County for Fiscal year 2012-13, was presented for consideration. Shelley Burgess, Administrative Officer, was appointed to serve as Budget Officer for Union County. All three Commissioners thanked Shelley for her service, for making audit process easy and let her know that her efforts are very appreciated. **Commissioner Davidson moved approval of Court Order 2012-03. Commissioner McClure seconded. Motion carried unanimously.**

Review of Personal Computer quotes

Shelley Burgess, Administrative Officer, presented information regarding quotes received for the purchase of personal computers. The computer purchases are included in the budget for the current fiscal year. Kathie Powell, Computer Services Manager, collected quotes for a minimum of five computers to be purchased, recommending the award to local vendor, Eastern Oregon Net, with a cost of \$1,195 per unit. **Commissioner McClure moved approval to the recommendation. Commissioner Davidson seconded. Motion carried unanimously.**

Meeting adjourned at 9:25 a.m.

Respectfully submitted,

Annette Powers
Dept. Specialist