



WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
JANUARY 6, 2010

PRESENT: Dan Ericksen, Chair of County Commission
Sherry Holliday, County Commissioner
Bill Lennox, County Commissioner
Kathy McBride, Executive Assistant

OPEN TO PUBLIC

At 9 a.m. Chairman Dan Ericksen called to order the first meeting of the Board of County Commissioners. He suggested that the Board have staff retitle the Agenda as the first meeting of the Wasco County Board of County Commissioners.

Dana Schmidling, The Dalles Area Chamber of Commerce Executive Director, congratulated the Board of County Commissioners. Schmidling stated that she feels that the Board will manage the County as well they have in the past.

Scott McKay, former Wasco County Commissioner, read a statement at this time.

Schmidling and John Silver, Chamber Member, read a poem that they wrote, (Attached as Exhibit A).

The Board of County Commissioners were presented with a banner announcing the new change in title from the Wasco County Court to the Board of County Commissioners, along with a cactus plant.

Jim Slusher, Mid-Columbia Community Action Council, presented to the Board a copy of the flyer regarding the January 12, 2010 meeting of the Wasco County 10 Year Plan to end Homelessness Committee, (Attached as Exhibit B). He invited the Board to attend the meeting where they will talk about steps to implement a 10 year plan. Slusher stated that he has been going through plans that other Counties have adopted.

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The Committee will be looking at these plans to help them develop a plan for Wasco County.

Slusher noted that a meeting was held last night in regards to a warming center for homeless individuals. They plan to move forward and hopefully have a location for people to get out of the cold weather.

Some discussion occurred.

Chairman Ericksen stated that the County will try to have a representative attend the next meeting.

The Board recessed at 9:11 a.m. for a photograph of senior management level employees.

The Board reconvened at 9:24 a.m.

Sheriff Rick Eiesland informed the Board that the Sheriff's Office is still looking at federal bids for SUVs. The federal bid for SUVs is \$29,000, while Tahoe's under the state bid are \$27,000. Sheriff Eiesland stated that the bid is still \$4,000 more per vehicle than what he budgeted for the four vehicles. If the vehicles are not ordered by mid March he will not receive the vehicles within the current fiscal year. They take 90 days to deliver.

Sheriff Eiesland is recommending that the Sheriff's Office order one or two Dodge Chargers to use as detective cars.

Some discussion occurred.

Todd Cornett, Wasco County Planning & Development Director, stated that the County budgeted for three SUVs and one car.

Sheriff Eiesland stated that he would like to look at a pickup for possible use for patrol if they are cheaper.

Cornett stated that the Information Services Department would prefer a pickup. Cars are better for rotation to other Departments than the SUVs.

Sheriff Eiesland will try to keep within his budget when ordering new vehicles for the Sheriff's Office.

OPEN TO DEPARTMENTS

Molly Rogers, Wasco County Youth Services Director, discussed with the Board the Oregon Youth Employment Initiative grant proposal for stimulus dollars through the U.S. Forest Service, (Attached as Exhibit C). She has worked very closely with David Gross from the Forest Service in the preparation of the County's grant proposal. She has also spoken to Tyler Stone, Administrative Officer, and Monica Morris, Finance Manager. The grant funding will pay for two days per week of a paid crew through May 31, 2010. The youth will be paid minimum wage. Wasco County will be the employer of record. The County would be looking at employing 15 kids. The County will be reimbursed for Jack Bisset's wages. Rogers stated that the crew will be able to help out at the Fairgrounds and at Hunt RV Park.

Some discussion occurred as to the grant proposal and whether or not the youth at NORCOR could be used for the program.

Rogers stated that they work with the kids at the alternative school. They have not done an agreement with NORCOR; they may look at that as they move forward. The Department's priority is young people who have restitution to pay; young people that are done with school; and young people who are in school.

The Board thought that the program sounded very good.

Commissioner Holliday informed the Board and Rogers that she has someone in mind to take care of the restrooms at the Pine Hollow Reservoir.

Teri Thalhofer, North Central Public Health District Director, stated that she had a briefing yesterday in regards to H1N1. They are anticipating a third wave of the disease in the spring. The District is encouraging people to get vaccinated. There are clinics planned next week in The Dalles, Arlington, Condon, Maupin and Moro. They are considering organizing clinics in Mosier and Dufur. They are working very hard with the hospital and the clinics to accept vaccine to distribute to their patients.

Thalhofer noted that the District has received a grant from the Center for Disease Control (CDC) to do a health impact assessment on the walkability on the west side of The Dalles. Students in the Chenoweth area cannot participate in various activities because kids cannot get to school safely. The District will be recruiting volunteers to actually walk on the west side and fill out a form on what the issues are.

Thalhofer noted that the final meeting of the North Central Public Health District Board of Health, under the current configuration, is January 12th. The District is requesting that the Board appoint individuals to the new Board of Health.

{{{Commissioner Holliday moved to approve Order #10-003 in the matter of the appointment of Carrie Ramsey to the North Central Public Health District Board of Health, Order #10-004 in the matter of the appointment of Fred Schubert to the North Central Public Health District Board of Health and Order #10-005 in the matter of the appointment of Bill Lennox to the North Central Public Health District Board of Health. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}

Tyler Stone, Administrative Officer, informed the Board that he and Chairman Erickson met last week to plan for the upcoming budget process. They discussed the Board being assigned to specific Departments. The Board would assist the Departments in the development of their budgets, etc...

Some discussion occurred.

Fred Davis, Facilities Manager, presented a copy of the email from Dawn Hert, City of The Dalles, in regards to Rock Fort. Photographs of the damage to the signs at Rock Fort were also provided to the Board at this time, (Attached as Exhibit D).

Davis told the Board that the property was formerly owned by Northern Wasco County Parks and Recreation District and then was transferred to the City of The Dalles. The City then transferred the property back to Wasco County.

Davis stated that the trash problem is easy to take care of; the signs on the other hand are quite expensive. There are two signs that have been damaged. He would like to remove the signs and put the rock back.

Commissioner Lennox stated that he feels the site is a real attraction for people coming to the area. He would like to enhance the site. He would like to see the signs repaired and see if volunteers could maintain the site.

Discussion occurred.

Davis noted that he does not have any funding in his budget for repairing the signs.

The Board would like to speak to representatives of the City of The Dalles Police Department and The Dalles Area Chamber of Commerce. The Board will respond to the email from Dawn Hert. They will try to raise the funding needed in order to repair the damaged signs.

The Board recessed at 10:07 a.m.

The Board reconvened at 10:11 a.m.

PUBLIC HEARING in the matter of considering the adoption of proposed amendments to the Wasco County National Scenic Area Land Use and Development Ordinance.

Chairman Ericksen called the Public Hearing to order.

There were four people in attendance.

Chairman Ericksen went over the procedures for today's Public Hearing.

Chairman Ericksen asked if there was any member of the Board wishing to disqualify themselves for any personal or financial interest in the matter. There was no one.

Chairman Ericksen asked if any audience member wished to challenge the right of any Board member to hear this matter. There was no one.

Chairman Ericksen asked if there is any member of the audience who wishes to question the jurisdiction of this body to act on behalf of Wasco County in this matter. There was no one.

Staff was called on to present the Staff Report.

Todd Cornett, Planning & Development Director, went over the Staff Presentation, (Attached as Exhibit E).

Cornett noted that the Department received a letter from the Friends of the Columbia Gorge prior to the Planning Commission hearing. He could not review the letter prior to the Commission hearing. Cornett told the Commission that he would review the letter and if he felt it was appropriate he would bring it to the Board for their consideration. There was one change made.

Cornett stated that he will primarily go over the written Staff Presentation. The underlined areas are additions; the strikeouts are language proposed to be stricken; the yellow highlights are case law and Commission mandated changes; the green is changes to the Transportation System Plan; and the blue are general updates.

During Cornett's presentation he noted that the Department received a letter from Russ Nebon, Rowena Dell Resident, asking for the County to come up with something to address nonconforming uses; uses which have been discontinued or abandoned. Cornett does not see it as a viable option since there are other nonconforming uses in the County.

Some discussion occurred.

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Commissioner Lennox noted the typo under Section 9.020 with the use of the word "with" when it should read "within".

The Board recessed at 10:58 a.m.

The Board reconvened at 11:02 a.m.

Cornett continued going over the Staff Presentation.

Cornett pointed out the language which was amended in Section 13.060(B)(4) after receiving comments from the Friends of the Columbia Gorge. He is in agreement with the language change made at the Planning Commission level.

Cornett stated that he is requesting the authority to make minor editorial revisions. He noted after the amendments are adopted by the Board the document will be transmitted to the Columbia River Gorge Commission for their review. If the Gorge Commission feels it is consistent with the Management Plan they will transmit the Ordinance to the U.S. Secretary of Agriculture for their concurrence.

Chairman Ericksen opened the Public Hearing to public testimony.

Gary Casady testified in regards to Section 9.060. He is assuming that the County is striking "E" which eliminates the redundancy of "C". Cassady referred the Board to "E" which is being proposed to be struck, "adding additional or explanatory materials" into Section C(2).

Casady's concern is to retain provisions for petition. He feels the provision is important.

Cornett stated going back to Section 9.020 Application for Zone Change; there are some inconsistencies with the zone change language. The Application for Zone Change reads almost the same. In the language he tried to capture the same concept; "any petition for ordinance amendment shall be accompanied by any additional information or material which petitioners feel justifies the need for action". This allows them to do it but it does not mandate them to do this.

Some discussion occurred.

At 11:29 a.m. the Public Hearing was closed to further testimony.

{{{Commissioner Holliday moved to approve the Legislative Amendments to the Wasco County National Scenic Area Land Use and Development Ordinance as discussed; that staff is authorized to make minor editorial revisions where appropriate; and that the Staff and Planning Commission Findings and Reports are adopted. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}

{{{Commissioner Holliday moved to approve Ordinance #10-001 in the matter of the Wasco County Planning & Development Department's request to approve the proposed Legislative Amendments to update the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with updates to the Management Plan of the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}

The Public Hearing adjourned at 11:32 a.m.

Other Business:

Some discussion occurred on the Home Rule Charter Committee's Public Hearing, which was held yesterday.

Leslie Wolf, Deputy District Attorney, and Colleen Duncan, Chief Legal Secretary, requested that the Board authorize the District Attorney's Office to refill the Office Specialist I Position in their office. They noted that their receptionist's last day will be Friday.

{{{Commissioner Holliday moved to authorize the District Attorney's Office to refill the Office Specialist I Position. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}

Cornett informed the Board that Gary Nychyk, Senior Planner, is working on updating the Floodplain Ordinance. The State of Oregon will use our Ordinance as the state's model ordinance. The proposed Ordinance will be discussed at an upcoming workshop, and the Planning Commission will then consider it the following month.

Some discussion occurred regarding other planning work being conducted by the Planning & Development Department.

Cornett stated that he is trying to conclude by the end of the fiscal year new changes to A-1 Zone, which the County Planning Director can suggest amendments to meet the legislative changes. After Board approval the changes would then be forwarded to the Department of Land Conservation and Development. This will save thousands of dollars from going through a formal process.

The Board recessed for lunch at 12:12 p.m.

CONTINUATION OF PUBLIC HEARING on the formation of the Mosier Fire District.

Chairman Ericksen called the Continuation of the Public Hearing to order.

There was one person in attendance.

The Public Hearing was open to public testimony.

Jim Appleton, Mosier City Fire Chief, stated he is expecting the Board to continue the Public Hearing to January 20, 2010 after receiving the letter from J. Kenneth Jones, dated December 31, 2009, (Attached as Exhibit F). They are still looking at some procedural matters.

{{{Commissioner Holliday moved to continue the Public Hearing in the matter of the formation of the Mosier Fire District to January 20, 2010 at 10:45 a.m. Commissioner Lennox seconded the motion; it was then passed unanimously.}}}

The Public Hearing recessed at 1:37 p.m.

CONSIDERATION AND APPROVAL of the Regular Session Consent Calendars of January 6, 2010, (Attached as Exhibit G).

{{{Commissioner Lennox moved to approve the Regular Session Consent Calendar #1 of January 6, 2010, as presented. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

{{{Commissioner Lennox moved to approve the Regular Session Consent Calendar #2 of January 6, 2010, as presented. Commissioner Holliday seconded the motion; it was then passed by a vote of two to zero. Commissioner Holliday and Commissioner Lennox voted yes, while Judge Ericksen abstained from voting.}}}

CONSIDERATION of items listed on the Discussion List of January 6, 2010, (Attached as Exhibit H).

Item #5 – The Board discussed amending the Administrative Officer Job Description, (Attached as Exhibit I).

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Commissioner Lennox had no problem with amending the job description as suggested by Dan Boldt, Wasco County Surveyor, (Attached as Exhibit J).

Chairman Ericksen suggested amending the "Supervision Exercised" Section of the job description as follows: Provides leadership and "administrative guidance" to all "elected and" appointed department heads...

The Board decided not to change any wording under #7.

{{{Commissioner Lennox moved to approve amending the Administrative Officer Job Description as discussed. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

PRESENTATION on economic development in Wasco County; *presented by Jessica Metta, Wasco County Economic Development Coordinator.*

Jessica Metta, Wasco County Economic Development Coordinator, presented the economic development report at this time, (Attached as Exhibit K).

Metta noted that the Needs and Issues requests are due in on Monday, January 11, 2010.

Chairman Ericksen stated that we have a NORCOR Engineering and Design Project.

CONSIDERATION of the recommendation of the Chairman of the Wasco County Board of County Commissioners in regards to the compensation of the Wasco County Administrative Officer.

Chairman Ericksen stated that he did not get his recommendation written up for today's discussion. He has spoken to Tyler Stone, Administrative Officer, regarding the compensation for the newly appointed Administrative Officer Position. Chairman Ericksen is recommending that Stone be compensated an additional 15% for the first six months of 2010. The County will take the recommendation from the Wasco County Wage and Classification Committee and place Stone's salary at the bottom end of the recommended scale on July 1st. The salary will then be subject to the recommendation of the Compensation Study.

Commissioner Lennox asked what would be the additional salary amount.

Chairman Ericksen stated it would give him an additional amount of \$9,500.

Some discussion occurred.

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Tyler Stone, Administrative Officer, stated that he would like to have steps to get to the mid-point of the recommended salary range over a three year period. Afterwards it would be at the discretion of the Board of County Commissioners. Stone also requested that a severance package be considered.

*****It was the consensus of the Board of County Commissioners to authorize a 15% salary increase for Tyler Stone, Administrative Officer, effective January 1, 2010***.**

Some discussion occurred regarding members of the Board of County Commissioners designating Departments which they will be responsible to oversee during 2010. Stone suggested that Commissioner Lennox take on the Sheriff's Office Cluster and that Commissioner Holliday take on the Public Health District. Also discussed was the upcoming budget process.

Commissioner Lennox cautioned the Board to be careful when the Board approaches their new responsibilities that we look at efficiencies and not be too heavy handed.

Stone stated that we discussed the Board being the advocate for the Department during the budget process.

Stone informed the Board that the Assessment & Taxation Office is moving out of their office at the end of the week for the installation of carpet, new wiring and new counter and furniture. The office will also be repainted.

Chairman Ericksen stated that Tim Lynn, Wasco County Assessor/Tax Collector, has started the process to acquire the new Assessment and Taxation Software to replace the current Awbrey Software System. A contract from Benton County is currently being reviewed by County Counsel to see if the County is able to piggy back onto the 2000 contract. County Counsel has stated that the County could as long as the contract is still in effect and is being used.

Stone informed the Board that Sid Moss' dad passed away last night. Sid will be gone for some time.

The Board discussed Department assignments. Chairman Ericksen will take the Public Works Cluster and the Assessment & Taxation Office. Commissioner Lennox will take the Sheriff's Office Cluster, while Commissioner Holliday will take the Public Health District.

The Board will review the listing of other Departments and select the Departments that they would like to be responsible for.

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Stone presented to the Board a copy of the proposed Taxable Fringe Benefits Policy for their review and comments.

The Board signed:

- Tri-County Health District Minutes of December 1, 2008.
- Special Session Minutes of April 27, 2009.
- Special Session Minutes of December 8, 2009.
- Regular Session Minutes of December 16, 2009.
- Special Session of December 23, 2009.
- Special Session of December 28, 2009.
- Resolution #10-001 in the matter of accepting and appropriating unanticipated Oregon Department of Transportation, Public Transit Division Grant Funds during Fiscal Year 2009-2010.
- Resolution #10-002 in the matter of accepting and appropriating unanticipated Oregon Parks & Recreation, Heritage Programs Grant Funding during Fiscal Year 2009-2010.
- Order #10-001 in the matter of transferring \$40,000.00 from General Fund Contingency to the Facilities Equipment – Capital Account during Fiscal Year 2009-2010.
- Order #10-002 in the matter of transferring \$7,773.00 from the Museum Fund Contingency Account to the Museum Fund Contracted Services Account during Fiscal Year 2009-2010.
- Personal Service Contract between Wasco County, Oregon and Wamic Rural Fire Protection District.
- Order #10-003 in the matter of the appointment of Carrie Ramsey to the North Central Public Health District Board of Health.
- Order #10-004 in the matter of the appointment of Fred Schubert to the North Central Public Health District Board of Health.
- Order #10-005 in the matter of the appointment of Bill Lennox to the North Central Public Health District Board of Health.
- Ordinance #10-001 in the matter of the Wasco County Planning & Development Department's request to approve the proposed Legislative Amendments to update the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with updates to the Management Plan of the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County.

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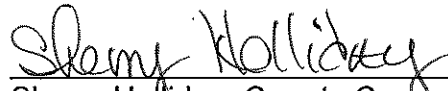
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The Board adjourned at 3:23 p.m.

WASCO COUNTY BOARD OF
COUNTY COMMISSIONERS



Dan Ericksen, Chair of Commission



Sherry Holliday, County Commissioner



Bill Lennox, County Commissioner

Onward Wasco County

Onward Wasco County – today is a beginning

Moving to a new future

Developing a modern culture

Pro active steps show efficiency is winning.

Chairman of the Board, commissioners all

Making large revisions

Facing tough decisions

Meaningful new positions are not an easy call.

So with a dedicated crew on board

Laboring with conviction

Weathering any friction

Move Wasco County forward

You're invited to attend the 1st meeting of the Wasco County 10 year Plan to End Homelessness Committee.

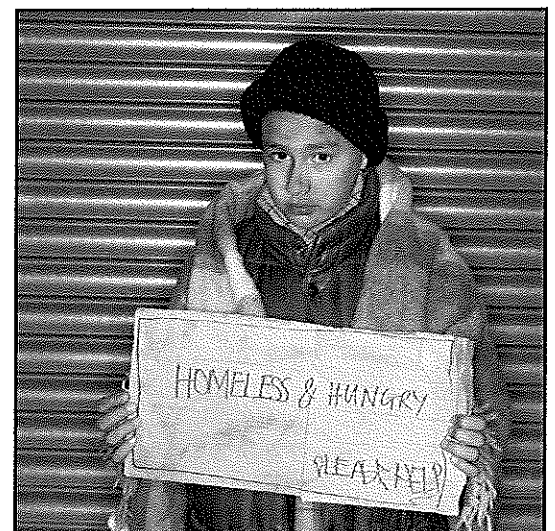
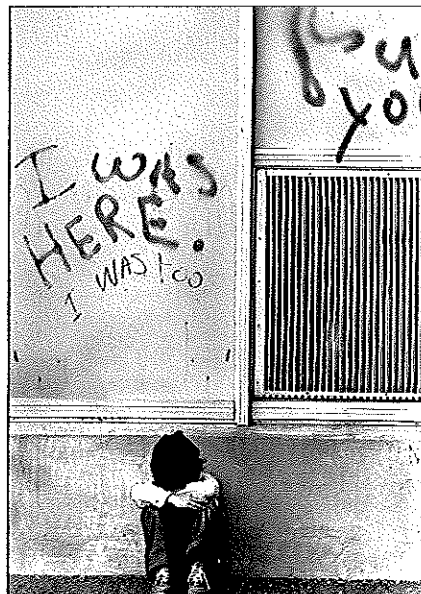
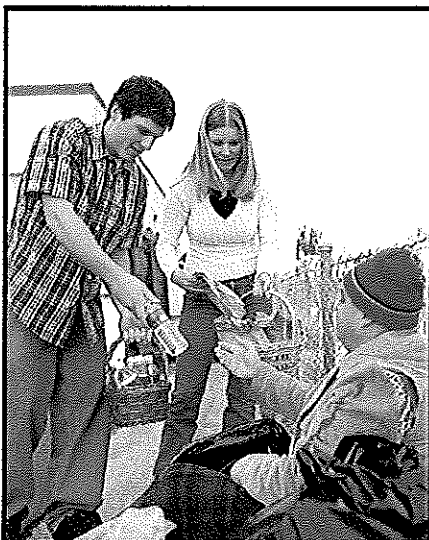


WHERE : NORTHERN WASCO PUD MEETING ROOM

When: Tuesday, January 12th 3pm to 5pm

Mid Columbia Community Action and other interested groups, organizations and individuals are planning to get together to begin working on a 10 year plan to end homelessness in Wasco County. You're invited to come and participate and help develop this much needed plan for our county.

Please plan to come share your ideas, thoughts and concerns on how our communities can address the growing population of homeless families and individuals and begin to end homelessness for all of our citizens.



NORTHERN WASCO PUD MEETING ROOM JANUARY 12TH 3-5 PM

Mid Columbia Community Action
PO Box 1969
312 E.4th St

Phone: 541-298-5131
Fax: 541-298-5141
E-mail: js@mccac.com

Exhibit C

OREGON YOUTH EMPLOYMENT INITIATIVE APPLICATION 2009-2010 School Year

I. COUNTY AND PROGRAM TYPE

Wasco County

County

☒ County Based Program

☐ Regional/Residential Program

II. PROGRAM INFORMATION

Wasco County Youth Services Employment Program

Program Name

202 East Fifth Street

Street Address

The Dalles OR 97058

City State Zip Code

(541) 506-2660 (541) 506-2661

Phone Number Fax Number

Molly Rogers

Program Director Name

mollyr@co.wasco.or.us

Program Director Email Address

Alternate Email Address (if applicable)

(541) 506-2667

Phone Number Fax Number

III. FISCAL INFORMATION

Wasco County

Fiscal Agent

511 Washington Street

Fiscal Agent Street Address

The Dalles OR 97058

City State Zip Code

(541) 506-2770 (541) 506-2771

Phone Number Fax Number

Email Address

Monica Morris, Finance Manager

Fiscal Officer

511 Washington Street

Fiscal Officer Street Address

The Dalles OR 97058

City State Zip Code

(541) 506-2770 (541) 506-2771

Phone Number Fax Number

monicam@co.wasco.or.us

Email Address

Amount of Funding Requested

\$

IV. PARTNERS

Partner 1 Name and Address

Wasco County

511 Washington Street

The Dalles, OR 97058

Contact Person: Tyler Stone

Telephone #: (541) 506-2552

Fax Number: (541) 505-2551

E-Mail Address: tylers@co.wasco.or.us

Partner 2 Name and Address

USDA Forest Service – Dufur Ranger Station

780 NE Court Street

Dufur, Oregon

Contact Person: David Gross

Telephone #: (541) 467-2291

Fax Number: (541) 467-2271

E-Mail Address: dgross@fs.fed.us

Partner 3 Name and Address City of The Dalles 313 Court Street The Dalles, OR 97058	Contact Person:	Nolan Young
	Telephone #:	(541) 296-5481 ext 7
	Fax Number:	
	E-Mail Address:	
Partner 4 Name and Address Oregon Department of Transportation 3133 Clod Felter Road The Dalles, OR 97058	Contact Person:	Shane Johnson
	Telephone #:	(541) 296-2215
	Fax Number:	(541) 296-1629
	E-Mail Address:	Shane.r.johnson@odot.state.or.us
Partner 5 Name and Address North Wasco School District – Alternative School 3601 West 10th The Dalles, OR 97058	Contact Person:	Kurt Evans
	Telephone #:	(541) 506-3390
	Fax Number:	
	E-Mail Address:	evansk@nwasco.k12.or.us

SIGNATURE OF PROGRAM DIRECTOR

DATE

On a separate sheet of paper, please provide a Program/Project Narrative that includes the following:

- a. Introduction that includes demographics and highlights need for the program (one page maximum)
- b. Scope of Work (three pages maximum)
- c. Program Deliverables and Outcomes (one page maximum)
- d. Qualifications and Experience (one page maximum)

A. Introduction that includes demographics and highlights need for the program:

Wasco County lies east of the Cascade Range along the Columbia River. It is bounded on the west by the forests of Mt. Hood National Forest, on the north by the Columbia River, and on the east by the Deschutes and John Day Rivers. Within the boundaries of Wasco County and in the Mt. Hood National Forest there are many opportunities for work projects that could be completed by the Wasco County Youth Services work crew.

The Wasco County Department of Youth Services connects with approximately 275 new youth each year in Wasco County. Of the youth served by the Department of Youth Services over 50% of the youth do not have jobs nor do they have employment skills to complete the job application process. This opportunity will be designed to provide up to 15 youth a chance to develop job related skills and a resume that will allow them to move into the work force in longer term employment. The current rate of unemployment based on the information from WorkSource Oregon is 8.7%. We know locally that this rate is higher among youth who are attempting to enter the work place.

One of the partners of the project is the North Wasco School District Alternative School Program, locally known as Discovery High School. This school campus is designed to assist students who are not succeeding on the traditional school campus because of academic failure (not relating to a disability), attendance, behavioral problems, and lack of interest. This partnership will include credit approval for youth who are participating on the work crew project.

The current Community Work Crew program allows youth who are on supervision through the Department of Youth Services to complete their hours on a supervised crew giving back to the community. In the past the crew has worked closely on projects with the City of The Dalles, Oregon Department of Transportation, Mt. Hood National Forest, and Wasco County. One of the struggles the previous program has encountered is the limited number of youth available to complete projects. This proposal will allow for separate paid crews to be fully staffed a minimum of two days a week. The inclusion of fully staffed crews will allow for a wider variety of jobs to be completed.

b. Scope of Work.

Wasco County will be the employer of record for each of the youth participating in the Wasco County Department of Youth Service Employment Program. The crew will be supervised by the current Community Service Supervisor through the Department of Youth Services. The two programs will be clearly identified by title and schedule.

The Wasco County Department of Youth Services Employment Program will work closely with David Gross, USDA Forest Service employee at the Barlow Ranger District in Dufur, Oregon. While projects will include trail maintenance and invasive species removal, the main utilization of the Youth Employment program will be at campgrounds in the Clear Lake and Bear Springs areas. Campground maintenance will include debris cleanup at disperse sites, fire pit repair or removal, and maintenance of bathrooms or other small buildings. All projects will be in coordination with the trail and recreation office on other needs at the sites.

In cooperation with the City of The Dalles and Wasco County the Community Work Service Crew will also be available for debris clean-up and fire hazard maintenance in The Dalles Watershed.

The work crew will also assist on property owned by Wasco County. This property includes a publicly owned RV park and the Wasco County Fairgrounds. Projects at the County owned property will include basic general landscaping and re-planting, building repair and maintenance, and debris clean-up. Recently a bid has been awarded to a corporation to put in a new water system at the site. Once the water system project is complete there will be additional landscaping and ground projects for the crew to complete.

Similar to other projects that have been completed at specific sites a strong educational element of natural resources and land management is part of the daily interaction with the Work Crew Supervisor.

In partnership with Oregon Department of Transportation (ODOT) the Community Work Service Crew will assist with rest area maintenance along Interstate 84 at the Memaloose Rest Areas and park. Other projects with ODOT include invasive species removal and basic cleanup of off-ramp areas and the Marine Park in The Dalles. (The Community Work Service Crew will not pick up litter or debris off of any freeway right-of-way based on safety concerns).

c. Program Deliverables and Outcomes (one page maximum)

The program will provide up to 15 youth an opportunity for employment. The average number of hours for each youth will be approximately 120 hours. Of the 15 youth 80% of the youth who start the program will complete their designated number of hours. All records relating to employment, time keeping and compensation will be made available in report format to the project manager.

The projects completed on the Mt. Hood National Forest will meet all expectations of the project supervisor and will be done in both a timely and quality manner. While specific projects have not been identified, the planned project will occur mainly within campgrounds located at Clear Lake and Bear Springs areas. This proposal anticipates a minimum of 600 working hours will be spent on projects directly coordinated with the US Forest Service.

At the Wasco County site the outcomes include removal of invasive plants within the park and fairgrounds area, painting of buildings, landscaping and restoration of grounds after the new water system is completed. The crew will also complete the fence maintenance for the property.

One of the goals of the program is long term employment, 33% of the youth participating in the Employment Program will find ongoing employment. All youth involved in the program will complete the program with skills to complete a job application and resume.

d. Qualifications and Experience (one page maximum)

Wasco County Department of Youth Services has been working with the US Forest Service and other local partners to provide community work service opportunities for the past six years. The Department of Youth Services is a component of Wasco County, which will provide the fiscal

accounting and payroll services for the Employment Program. Wasco County uses a government accounting system that meets the Oregon Revised Statutes for accounting practices. The accounting system will be able to provide reports based on time, compensation, and benefits.

Wasco County currently holds contracts and grants with both State and Federal Government agencies and has a history of meeting all of the requirements of the granting authorities.

The Community Work Service Supervisor is an employee of the Department of Youth Services. He has been employed in his current position since September, 2003. Prior to employment for Wasco County the Supervisor worked for Multnomah County Department of Community Justice as a Community Work Service Leader with adult corrections. Prior experience includes seventeen years as a seasonal employee for the US Forest Service as a Recreation/Forest Technician. The Supervisor is current with a certified CPR/First Aid card and has been trained on safety standards.

Wasco County maintains a Suburban for Work Crew transportation. The vehicle's tires are checked semi-annually and the current tires were purchased December 2009. Maintenance records are available upon request.

Cost Estimator

The funding model is based on a crew size of five Corps Members and one Crew Leader for sixteen weeks with based on an average of 20 hours per week for each Corps Member and Crew Leader.

CREW LEADER: John Bisset					
Hourly Wage	Plus 32% Tax/Benefit	Hours Per Day	Cost Per Day	Number of Days	Total Wages
\$19.79	\$29.13	7.5	\$218.48	43	\$9,394.64

JUSTIFICATION: Describe the role and responsibilities of each position.

The Crew Leader is currently employed by Wasco County. The addition of this program will change and expand his current job description, but the rate of pay must match his current rate. The tax/benefit is actual costs based on current compensation.

CREW MEMBERS					
Hourly Wage	Plus 17% Tax/Fringe	Hours Per Day	Cost Per Day	Number of Days	Total Wages per Crew Member Position
\$8.40	\$9.83	7.5	73.73	43	\$3,170.39
Number of Crew Member Positions	Total Crew Position Wages				
15	\$15,851.95				

JUSTIFICATION: Describe the role and responsibilities of each position.

The project is designed to allow up to fifteen youth the opportunity at employment through this proposal. The crew time will be separated into 3 specific units with five slots for each crew. In the budget propel each of the youth will average 120 hours with a gross earning of \$1,179.60.

OTHER	
ITEM	COST
Personal Supplies*	\$1,875.00
Transportation	\$3,500.00
Misc. Tools & Supplies**	\$500.00
Total Other	\$5,875.00

*Personal Supplies will include a coat and pants for each youth. Supplies will also include water/Gatorade for the crew members while on location of work site. Total cost per youth for clothing will be \$125.00. Total cost for hydration will be \$100.00.

**Tools and Supplies will in include hand tools needed for specific jobs, bar oil, gloves, hand sanitizer, etc.

TOTAL BUDGET	
Crew Leader	\$9,394.64
Crew Members	\$15,581.95
Other	\$5,875.00
Total Program	30,851.59
Indirect	\$0.00
Total Program	\$30,851.59

From: Dawn Hert [mailto:dhert@ci.the-dalles.or.us]
Sent: Tuesday, December 29, 2009 5:22 PM
To: Fred Davis
Cc: Daniel Durow
Subject: FW: garbage in Rock Fort Camp

Fred,
According to the City Attorney, Rock Fort is owned by Wasco County. Could you please read the e-mail below and contact the Nelsons.
Thanks a bunch!
Dawn

Dawn Marie Hert, Associate Planner
Community Development Department
City of The Dalles
313 Court Street
The Dalles, OR 97058
(541) 296-5481 ext. 1129
(541) 298-5490 fax

 Please consider the environment before printing this email.

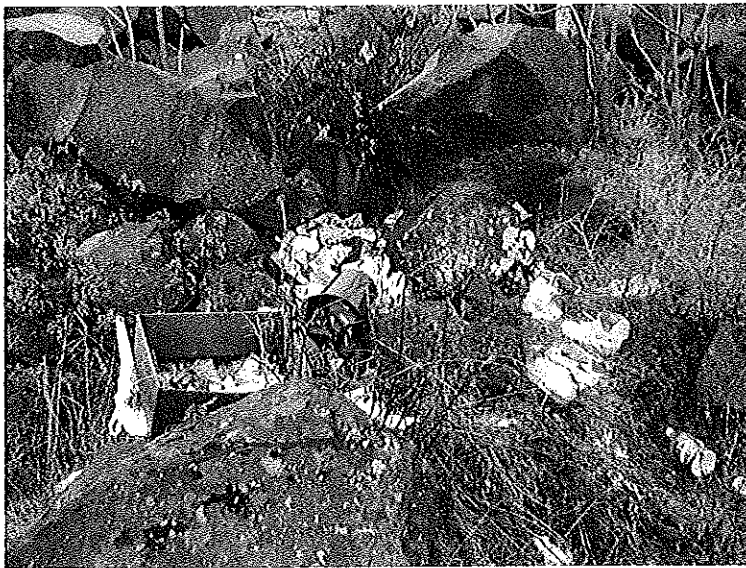
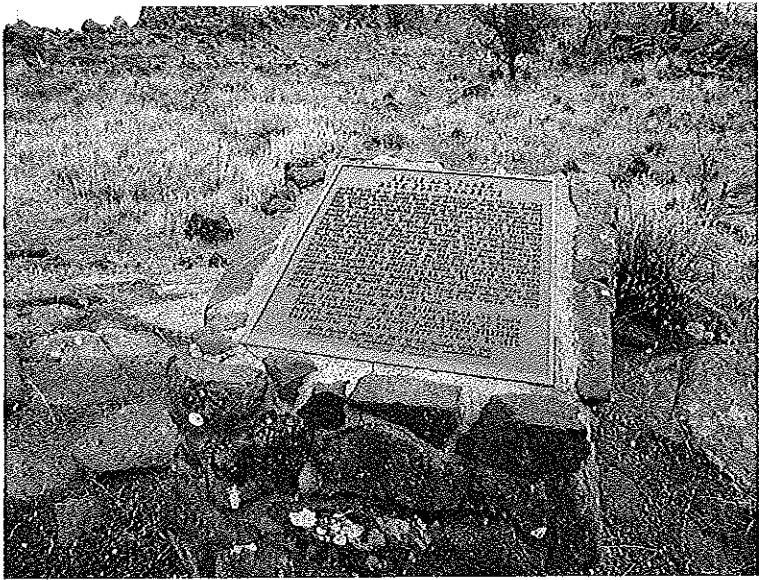
From: Daniel Durow
Sent: Tuesday, December 29, 2009 8:29 AM
To: Dawn Hert
Subject: FW: garbage in Rock Fort Camp

Dawn,
Please follow-up on this. Let the Nelson's know what we are able to do.
Thanks,
Dan

From: Chris and Katherine [mailto:ehresidents@yahoo.com]
Sent: Tuesday, December 29, 2009 8:25 AM
To: Daniel Durow
Subject: garbage in Rock Fort Camp

Hello Mr. Durow,
I hope you are the correct person to contact. I live in Portland and have relatives in the Dalles. I recently visited the Lewis and Clark campsite near downtown the Dalles called Rock Fort. It is one of the only known campsites of Lewis and Clark in this area that wasn't later flooded by dams. I was shocked to find one of the informational signs there burned and vandalized as well as considerable amounts of garbage from a homeless camp scattered all over the area. I consider this site a national treasure, and it is sad to me to see it fall into such neglect. I hope someone with the city of the Dalles can have this area cleaned up and have the damaged sign removed. It is a historic site where Lewis and Clark actually camped twice, and I think it is a place worth preserving.
Thank you, sir, for your time. Feel free to contact me via e-mail or call 503-236-0488.
Happy New Year.
Sincerely,
Chris Nelson





County Commission Presentation
PLALEG-09-06-0001
NSA Updates
6 January 2010

Overview: Staff is requesting amendments to Chapters 1, 2, 3, 4, 5, 8, 9, 10, 13, 14, 15, 16, 20 and 21 of the NSA Land Use and Development Ordinance based on the following reasons:

- GC amendment PA-06-04 changed the definition of horse boarding to allow non-profit horse boarding in the A-1, A-2, F-1, F-3, and R-R (10) zones.
- GC amendment PA-06-05 made revisions to the Management Plan to combine 1992 and 2004 documents. These were primarily housekeeping issues.
- Recent case law has eliminated the expansion of existing industrial facilities, the expansion of existing commercial and multifamily residential uses and single family dwellings on SMA residential properties.
- Wasco County, in conjunction with the Oregon Department of Transportation (ODOT), has developed a comprehensive, coordinated, 20-year multi-modal Transportation System Plan consistent with the Oregon Transportation Planning Rule as codified in OAR 660-012-004 to better integrate land use planning and transportation. Numerous transportation related amendments are required to be made to the National Scenic Area Ordinance to implement this plan.
- Staff is proposing housekeeping changes and changes to create greater consistency between the National Scenic Area Ordinances and the County Ordinances which have been recently updated.

New Information:

There were a couple changes made after the Planning Commission based on a comment by Friends that were evaluated by the Gorge Commission Staff. I will discuss these when I get to the specific section.

Proposed Amendments

My presentation will follow the Summary Document.

Key to Changes

Yellow Highlight = Horse Boarding, Management Plan Changes, and Case Law Changes

Green Highlight = Transportation System Plan Related Changes

Blue Highlight = General Updates and Consistency with Wasco County's Land Use and Development Ordinance.

My presentation will largely be an overview of the amendments to each chapter without any real detail. I will get into specific amendments which I believe are of interest. If any of the Commissioners would like me to get into further detail of any of the proposed changes or explain anything else please let me know.

A. Chapter 1 - Definitions (Section 1.200) (Pages 1-5 thru 1-53/CC 25 - 73)

1. The Horse Boarding Definition was amended to be consistent with the current Management Plan. (Page 1-25/CC – 45)
2. New definitions and amendments to existing definitions were included to implement the Transportation System Plan recently adopted by the Wasco County Court.
3. New definitions and amendments s to be consistent with recent changes to the Wasco County Land use and Development Ordinances.
4. Local Access Road – (Page 1-28/CC – 48)

ORS 368.001(3))

“means a public road that is not a county road, state highway or federal road”

Many people are confused by a local access road and this definition does not provide much help. There are two things I attempted to convey which are confusing to many. These are publicly dedicated roads which are publicly accessible and they are not maintained by the public.

Staff Proposal (Consistent with County LUDO)

Public road over which the public has a right of use that is a matter of public record and was legally created at the time of dedication but that is not a county road, state highway or federal road. Local access roads are privately maintained.

PC Change:

Local Access Road – Public road over which the public has a right of use that is a matter of public record and was legally created at the time of dedication, but has not been accepted for maintenance by the county, state or the US highway systems. Local access roads are privately maintained.

B. Chapter 2 – Development Approval Procedures (Pages 2-3 thru 2-27/CC 76 - 106)

1. Additional notification language was included related to the Transportation System Plan.
2. Additional language was included to be consistent with the Wasco County Land Use and Development Ordinances and Oregon Revised Statutes.
Completeness Language
180 Day Completeness Language. (Page 2-5/CC 80)

C. Chapter 3 – Basic Provisions and Zoning

1. Section 3.100 – Uses Permitted Without Review (Page 3-5/CC 113)
Minor amendments to create consistency with Management Plan.
2. Section 3.110 – Expedited Review (Page 3-11 thru 3-14/CC 119 - 124)
Minor amendments to create consistency with Management Plan.
3. Section 3.120 – A-1 Zone (Pages 3-23 thru 3-28/CC 1131 - 136)
 - Amendments to create consistency with Management Plan
 - Horse Boarding Review Use Language (3-24/CC132)
 - Other minor amendment
 - Transportation System Plan related
 - Construction of roads divided between uses on Transportation System Plan allowed subject to Scenic Area Review and those not on the list subject to conditional use review.
 - Consistency with Wasco County Ordinance Related
 - Added language related to structural setbacks from irrigation ditches.
 - Exploration, development and production of sand, gravel or crushed rock (Page 3-23/CC 131). This criterion currently references Chapter 10 (Mineral and Aggregate Review). In their comment letter to Planning Commission the Friends of the Gorge noted the mineral and aggregate provisions of Chapter 10 are not applicable to the SMA based on the Guidelines of the Management Plan. Staff was unable to verify this prior to the Planning Commission hearing so this issue was not in their recommendation. Gorge Commission staff reviewed this issue and came to the same conclusion as the Friends of the Gorge and made the proposed amendment to be consistent with the Management Plan.
4. Section 3.130 – A-2 Zone (Pages 3-38 thru 3-41/CC 146 - 149)
 - Amendments to create consistency with Management Plan
 - Same as A-1 Zone

- Transportation System Plan related
- Same as A-1 Zone

5. Section 3.140 – F-1 Zone (Pages 3-46 thru 3-51/CC 154 - 159)

- Amendments to create consistency with Management Plan
 - Same as A-1 Zone
 - Other Minor changes

- Transportation System Plan related
- Same as A-1 Zone

6. Section 3.150 – F-3 Zone (Pages 3-58 thru 3-61/CC 166 - 169)

- Amendments to create consistency with Management Plan
 - Same as A-1 Zone

- Transportation System Plan related
- Same as A-1 Zone

7. Section 3.160 – R-R Zone (Pages 3-64 thru 3-68/CC 172 - 176)

- Amendments to create consistency with Management Plan
 - Same as A-1 Zone

- Transportation System Plan related
- Same as A-1 Zone

- Amendment to be compliant with recent case law

-Russ Nebon comment. Remove ability to get dwelling in the R-R SMA zone. The Management Plan and our ordinance currently allow this. However two sections of the Scenic Area Act make this language illegal on its face.

§ 544d(d)(5)

“prohibit major development actions in special management areas except for partitions, or short plats which the Secretary determines are desirable to facilitate land acquisitions pursuant to 544 to 544p of this title;”

§ 544(j)

“major development actions” means any of the following:

(4)permits for siting or construction within a special management area of any residence or other related major structure on any parcel of land less than forty acres in size

The Friends of the Gorge appeal of some changes that resulted in Plan review exposed this issue. Therefore it must be removed. Only one property cannot build as a result of this decision. Mr. Nebon is correct in that all dwellings in the SMA Residential zone (Rowena Dell) now become

non-conforming uses. His proposal is to create a category for dwellings on SMA residential properties other than "non-conforming" so they are not held to the same standards such as the 12 month discontinuance time frame. A legal non-conforming use is one that met all of the legal requirements at the time it was established but would not be allowed today at all or in its current configuration due to new requirements. Based on this case law these dwellings are by definition non-conforming uses and I do not know how they can be categorized as anything else unless the rules are changes.

8. Section 3.170 – P-R Zone (Pages 3-73 thru 3-74/CC 181 - 182)
-Minor amendments to create consistency with Management Plan
9. Section 3.180 – OS (Page 3-83/CC 191)
-Minor amendments to create consistency with Management Plan
10. Section 3.190 – AS Zone (Pages 3-89 thru 3-91/CC 197 - 199)
-Minor amendments to create consistency with Management Plan

D. Chapter 4 – Supplemental Provisions (Pages 4-4 thru 4-11/CC 214 - 221)

1. Bicycle Parking requirements are being added consistent with the Transportation System Plan. Bicycle parking is triggered when there is a higher density use being proposed such as a recreational development.
2. Traffic Impact Analysis criteria is being added to be consistent with the Transportation System Plan. These additional criteria must be met if someone is proposing a use that could negatively impact transportation systems.

E. Chapter 5 – Conditional Use Review (Pages 5-4 thru 5-5/CC 227 - 228)

The language being added is consistent with Transportation Planning Rule. This is additional review criteria for those road construction projects in Chapter 3 which are not listed in the Transportation System Plan.

F. Chapter 8 – Temporary Use Permit (Page 8-3/CC 233)

This is consistent with the Wasco County Ordinance and recognizes the expertise of both Physicians Assistants and Nurse Practitioners in being able to determine whether or not a person is incapable of maintaining a separate residence and requires assistance from family members.

G. Chapter 9 – Zone Change, Ordinance Amendment and Revision of Urban Area Boundaries (Pages 9-1 thru 9-5/CC 236 - 240)

1. The proposed language requires additional review for any text or map amendment that would impact the transportation system.
2. Additional amendments are to create consistency with the Wasco County Ordinance.
3. Comment by the Friends of The Gorge & Gary Casady 9-1 & 9-4/CC – 236 & 239: Retain the ability to have a citizen initiated legislative amendment. Staff had proposed to remove the existing language because it complicates the annual long range planning work program prioritization. Based on the comments and the desire to retain this, the Planning Commission directed staff to create language to allow a citizen initiated petition which would be evaluated by the County Commission before being accepted.

H. Chapter 10 - Section 10.300 – Mineral & Aggregate Review (Pages 10-4 thru 10-6/CC 247-249) Amendments to Chapter 10 were not reviewed by the Planning Commission. In their comment letter to Planning Commission the Friends of the Gorge noted the provisions of this section are not applicable to the SMA based on the Guidelines of the Management Plan. Staff was unable to verify this prior to the Planning Commission hearing so this issue was not in their recommendation. Gorge Commission staff reviewed this issue and came to the same conclusion as the Friends of the Gorge and made the proposed amendment to be consistent with the Management Plan. This was subsequently verified as consistent with the Management Plan by Forest Service staff.

I. Chapter 13 – Nonconforming Uses (Pages 13-1 – 13-10/CC 252 - 261)

1. The proposed language is consistent with recent case law related to Management Plan Review.
2. The remainder of the changes are to create consistency with the Wasco County Ordinance which was recently changed with regards to Non-Conforming Uses.
3. Friends Comments – Section 13.060(B)(4) (Page 13-3/CC – 254) – the initial staff proposed language is inconsistent with the Management Plan. Both staff and the Planning Commission agreed and recommended the language be replaced with that proposed by the Friends of the Gorge.
4. Additional Amendment: Removed Section 13.080(A) based on Case law and response for Diana Ross from Forest Service. (Page 13-8/CC 259). This addresses one of the comments made by the Friends of The Gorge.

J. Chapter 14 – Scenic Area Review

1. Section 14.100 – Provisions for All New Development (Page 14-7/CC 270)
Minor amendment to create consistency with Management Plan.
2. Section 14.200 – Key Viewing Areas (Page 14-11/CC - 274)
Minor amendment to create consistency with Management Plan.
3. Section 14.300 – Scenic Travel Corridors (Page 14-16/CC 279)
Minor amendments to create consistency with Management Plan.

Friends Comments – Section 14.300(B)(7) (Page 14-16/CC – 279)
This criterion is only applicable to the GMA so that language was added.

This section also referenced Section 10.300(B)(3) – Mineral and Aggregate Review. The friends indicated this section is inconsistent with the Management Plan with regards to the SMA. Staff did not have a chance to evaluate this prior to the Planning Commission Hearing but did so afterward. The Friends were correct and the changes previously discussed in Chapter 10 reflect this.

4. Section 14.400 – Landscape Settings (Page 14-24/CC 287)
Minor amendment to create consistency with Management Plan.
5. Section 14.500 – Cultural Resources GMA (Pages 14-37 thru 14-41/CC 300 - 304)
Minor amendments to create consistency with Management Plan.
6. Section 14.510 – Cultural Resources SMA (Pages 14-47 thru 15-51 CC 310 - 314)
Minor amendments to create consistency with Management Plan.
7. Section 14.600 – Natural Resources GMA (Page 14-55/CC 318)
Minor amendment to create consistency with Management Plan.

K. Chapter 15 – Administration and Enforcement (Pages 15-1 thru 15-9 CC 380 - 388)

Wasco County has adopted a separate Code Compliance Ordinance superseding this chapter. This also received concurrence by the Gorge Commission. This chapter is largely being stricken and will reference the new Code Compliance Ordinance.

L. Chapter 16 – Emergency/Disaster Response Actions (Pages 16-5 thru 16-6/CC 395 - 396)

Minor amendments to create consistency with Management Plan.

M. Chapter 20 – Home Occupation (Page 20-4/CC 410)

Minor amendment to create consistency with Management Plan.

N. Chapter 21 – Land Divisions (Pages 21-1 thru 21-64/CC 420 - 483)

1. Minor Amendments were included to create consistency with the Management Plan
2. New criteria were included to implement the requirements of the Transportation System Plan.
3. Additional language was included to create additional clarification about definitions and standards related to transportation.
4. At the request of the Wasco County Surveyor, current statutory survey requirements were included consistent with what was change in the County LUDO.

O. Final editorial revisions

If approved a final editorial revision will be required. This will not change the substance of what is approved by the Wasco County Court. It will be limited to editorial changes including but not limited section numbers, references to section numbers and headers and footers.

Options

- Approve the proposal as recommended by the Planning Commission:
 - with or without additional amendments made by staff; and
 - with any additional amendments made by the County Commission
- Continue the hearing to a date and time certain for additional information necessary to make a decision and direct staff to provide the information.
- Deny the proposal based on additional findings of fact.

Recommendation

Staff recommends the County Commission recommend approval of the NSA updates with the additional amendments presented by staff.

Conclusion

That concludes my presentation and I will entertain any questions you may have.

Local Government Law Group ^{PC}

a member of SPEER HOYT LLC

J. Kenneth Jones*
Carolyn H. Connelly
Christy K. Monson
Ross M. Williamson
Russell D. Poppe, *Of Counsel*
John A. Wolf, *Of Counsel*
Teresa J. Wilson, *Of Counsel*
*Admitted in Washington

December 31, 2009

Wasco County Commissioners
County of Wasco
511 Washington Street
The Dalles, OR 97058

VIA EMAIL: KathyMc@co.wasco.or.us

Jim Appleton
Mosier Fire District
P.O. Box 456
Mosier, OR 97040

VIA EMAIL: mail@jimappleton.com

Daniel Kearns, City of Mosier Attorney
Reeve Kearns, P.C.
610 SW Alder Street, Suite 910
Portland, OR 97205

VIA EMAIL: dan@reevekearns.com

Re: Mosier Fire District Formation

I am going to prepare the information in this letter in a memorandum form. The purpose is to summarize some recent developments that prudence requires some modification of the formation ballots and intergovernmental agreements.

This information has been orally discussed with Jim Appleton - Mosier Fire, Dan Kearns - Mosier City Attorney, Karen Coats - County Clerk, and Kathy McBride - executive assistant. Additionally, Kathy has agreed to coordinate with County Counsel.

MEMORANDUM

ISSUE

For the past 20+ years, the Oregon Department of Revenue, by its internal policies, has considered the addition of property to an existing governmental entity or the formation of a new entity that would levy property taxes complete upon the Department of Revenue receiving and approving all relevant information. If the only thing left to be done was an

election, it was deemed complete. We are now advised that since the proposed boundary change is not certain to become final, or effective prior to July 1, then taxes could not be levied until the following fiscal year. From my conversations with the Department of Revenue, it, as well as myself, do not agree with the interpretation of the Attorney General's office but, at this time, that is the interpretation binding upon the Department of Revenue.

The way the measure is currently constructed, the new district, if approved by the voters, would go into effect July 1. This would mean that the current fire district would be dissolved, but the new district would have no ability to levy property taxes for fiscal year 2010-2011. A levy could be made through the local Assessor's office and processed. However, if there were an appeal of this taxation to the Department of Revenue, it would be bound by a decision of the Attorney General.

In discussing this with both the City Attorney and Mosier Fire District, that does not appear to be an acceptable risk. Follow-up would be a challenge to the Attorney General's advice to the Department of Revenue. As with any court action, there is no guarantee. Special Districts Association of Oregon is proposing a clarification to the statute (ORS 308.225) to override the Attorney General's opinion. Again, the risk of this not happening or not being effective early enough to resolve this issue is also part of the balancing in terms of how best to proceed.

SOLUTION

The first part of the solution is to postpone or continue any final decision by the County Commissioners until their January 20, 2010 meeting. A decision at that time would still meet all necessary notice requirements. This has been confirmed with Karen Coats.

OPTIONS

Option 1:

- A. The current proposal would be modified so that the effective date of forming would move to August 1, 2009. The Department of Revenue has advised that the current taxing districts could go ahead and levy taxes for fiscal year 2010-2011, as long as they were filed by July 15 and then begin action of the new District with transfers of equipment, etc., per the prior intergovernmental agreements effective August 1. The impact is that the new District will continue to operate off of the reduced monies until July 1, 2011.
- B. Things that would need to be accomplished to make this modification are as follows:
 - 1. A request by the chief petitioners for the modification filed with the County Commissioners.
 - 2. Modification of the intergovernmental agreements between the City of Mosier and the current Mosier Fire District.

Wasco County Commissioners
Mosier Fire District
City of Mosier
December 31, 2009
Page 3 of 3

3. The current Mosier Fire District modifying its ballot for dissolution.
4. Modify the formation ballot to reflect the changes.

Option 2:

Prior to the 20th, continue to work with the Department of Revenue and Attorney General's office to try to obtain a modification or change in their opinion. This would have to be accomplished prior to the January 20 Commissioners meeting.

My office will begin modifying all respective documents with amendment pages and appropriate resolutions so they can be acted upon promptly by the respective parties, and to the Commissioners as soon as possible prior to their January 20 meeting.

ACTION REQUIRED AT THIS TIME

The County Commissioners' Order to continue their hearing on the formation petition until January 20.

If there are any questions, please contact me.

Sincerely,

J. Kenneth Jones
jkj@speerhoyt.com

JKJcs

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**WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
JANUARY 6, 2010**

CONSENT CALENDAR #1

1. Tri-County Health District Minutes of December 1, 2008.
2. Special Session Minutes of April 27, 2009.
3. Special Session Minutes of December 8, 2009.
4. Regular Session Minutes of December 16, 2009.
5. Special Session of December 28, 2009.
6. Resolution #10-001 in the matter of accepting and appropriating unanticipated Oregon Department of Transportation, Public Transit Division Grant Funds during Fiscal Year 2009-2010.
7. Resolution #10-002 in the matter of accepting and appropriating unanticipated Oregon Parks & Recreation, Heritage Programs Grant Funding during Fiscal Year 2009-2010.
8. Order #10-001 in the matter of transferring \$40,000.00 from General Fund Contingency to the Facilities Equipment – Capital Account during Fiscal Year 2009-2010.
9. Order #10-002 in the matter of transferring \$7,773.00 from the Museum Fund Contingency Account to the Museum Fund Contracted Services Account during Fiscal Year 2009-2010.
10. Personal Service Contract between Wasco County, Oregon and Wamic Rural Fire Protection District.

**WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
JANUARY 6, 2010**

CONSENT CALENDAR #2

1. Special Session of December 23, 2009.

**WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR SESSION
January 6, 2010**

DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Discussion on selecting a County Project to be included on the Community Outreach Team's Project Listing.
2. Discussion on Model Executive Session News Media Attendance Policy.
3. Discussion on Draft Continuity of Operations Planning Policy.
4. Consideration of the request from Jay LeRoux for an easement or purchase of property for use as a right-of-way to his home located off of East Fifth Street.
5. Consideration of amending the Administrative Officer Job Description.

ON HOLD:

1. Discussion on Amending Document Approval Policy.
2. Discussion on the establishment of an Ordinance that would allow the enforcement of the burn ban.
3. Motion to rescind the Agreement between Wasco County, Oregon, and the North Wasco County School District #21, approved on March 4, 2009.
4. Change to Fire Protection Funding enacted by the Oregon State Legislature.
5. Consideration of the request from Dan Hendrix, Shaniko Volunteer Fire Chief, regarding donation of surplus vehicle.

Wasco County
ADMINISTRATIVE OFFICER
Representation: Non-Represented
FLSA Status: Exempt

GENERAL STATEMENT OF DUTIES: Performs executive management level leadership supporting the Board of County Commissioners with the planning, coordination and implementation of county operations and works as an integral member of the County Management Team. Participates in County budget development; represents the Board of Commissioners in contract negotiations and at various meetings; conducts specific research projects, prepares reports and recommendations and performs related work as required. This is an unclassified position that serves at the pleasure of the Board of Commissioners.

SUPERVISION RECEIVED: Works under the direction of the Board of Commissioners, which provides policy and administrative direction and reviews performance.

SUPERVISION EXERCISED: Provides leadership and general supervision to all appointed department heads and processes as assigned by the Board of County Commissioners.

TYPICAL EXAMPLES OF WORK: The employee in this classification performs the following duties. However, these examples do not include all the specific tasks which the employee may be expected to perform.

1. Performs executive management level duties, which include: organizational planning, leadership and administrative work in assisting and supporting operations of the county government under the authority of the Board of Commissioners and implements directives, policies and major initiatives at the request of the Board.
2. Works in a collaborative manner with appointed and elected officials on specific assignments; facilitates management team building, policy interpretation, guidelines and procedures. Provides a variety of administrative support services for the Board of Commissioners on a continuing and special request basis; assists the Board in decision making processes, information gathering, policy development and review.
3. Facilitates the communication and decision making process between departments and the Board of Commissioners; ensures that information provided to the Board of Commissioners is professional and presented in a manner that facilitates decision making.
4. Coordinates the planning efforts for the Board of Commissioners, which includes establishing objectives and developing strategies, implementing the county strategic plan, assisting the Board with developing goals and objectives, and responsibility for implementing and assessing progress of performance measurements.

5. Participates in the preparation of the county budget; works in concert with the Finance Manager to link the budget with Board policy; evaluates budget proposals submitted by department heads; develops final budget recommendations based on staffing and resource requirements, cost estimates, objectives and goals.

6. Participates in the development of agendas for the Board of Commissioners' meetings and attends Board meetings to present information as required.

7. Provides oversight and direction to appointed department heads. Develops performance expectations and prepares annual performance evaluations in coordination with the Board of Commissioners.

8. Performs other related duties and special assignments as assigned by the Board of Commissioners.

EMPLOYMENT QUALIFICATIONS:

Knowledge of: County government organization, authority and functions and relationships with other governmental jurisdictions. Thorough knowledge of the principles and practices of public administration. Thorough knowledge of the principles and practices of public budgeting, financing, reporting and personnel management.

Ability to: plan, organize and conduct research projects. Ability to communicate effectively both orally and in writing. Ability to analyze problems, prepare clear and concise reports on same with proposed solutions. Ability to analyze and prepare budgets. Ability to supervise the work of assigned personnel and programs. Ability to establish and maintain effective working relationships with the Board of Commissioners, department heads, elected officials, employees, officials from other agencies and the general public.

EDUCATION, EXPERIENCE AND TRAINING: Five years of professional, progressively responsible experience in an administrative, managerial or supervisory capacity which included experience in budget preparation, personnel administration, and program development implementation and management. Bachelor's degree in Business Administration or related field, preferably supplemented by a master's degree in Business or Public Administration or related field; or any equivalent combination of experience and training.

Administrative Officer –
Adopted

Kathy McBride

From: Bill Lennox
Sent: Tuesday, December 08, 2009 2:37 PM
To: Kathy McBride
Subject: FW: Dept Head discusson re Administrative Officer

Hi Kathy,

I thought Dan B had suggested more changes... Here is what he has recommended.

Bill

From: Dan Boldt
Sent: Friday, December 04, 2009 11:16 AM
To: Bill Lennox; Sherry Holliday; Dan Ericksen; Karen LeBreton; Tyler Stone; Rick Eiesland; Todd Cornett; Teri Thalhofer; Monica Morris; Marty Matherly
Subject: Dept Head discusson re Administrative Officer

Hi All,

I thought our discussion at yesterday's meeting was healthy and productive. Bill, I hope I wasn't simply being a naysayer, that was truly not my intent. It seems apparent that Wasco County is wanting to continue the culture of commissioners being actively engaged in departmental policy and decision-making. It seems equally apparent the intent is to continue to hire strong department heads and to let them lead their departments without direct oversight from a county manger, or similar officer. I certainly support this direction, therefore we should do our best to codify this intent into this document, and others as they come along .

To that end, the following modifications to the Administrative Officer job description are offered:

Supervision Exercised: replace "general supervision" with "administrative direction", and add "elected and" before "appointed department heads"

Typical Examples of Work:

Z.: replace "oversight and" with "administrative"; add "elected and"; and replace second sentence with "Assists the Board of Commissioners with performance expectations and annual performance evaluations of said department heads."

As discussed yesterday, the logic behind these modifications is to keep a direct chain of command (and decision-making) between the Board of Commissioners and the major department heads. The additional change is to acknowledge that the direction coming from the Administrative Officer is valid for both elected and appointed department heads. County administrative policy should be followed by all departments and their leadership.

That's my two cents!

Dan

Daniel P. Boldt, PLS
Wasco County Surveyor
2705 E 2nd Street
The Dalles, OR 97058

Wasco County Court**Economic Development Commission Update: January 6, 2010**

EDC News

- **Industrial Land Inventory:** EDC staff worked with Wasco County Planning Department to compile a list of industrially zoned properties in the unincorporated areas of the county. Staff sent letters to the property owners asking if they would like to list their property on Oregon Prospector, a state website that lists available industrial land for use by companies looking for new property. Previously, the only Wasco County listings were for the Port of The Dalles. Three owners have thus far contacted staff to list their properties as for sale or lease. Staff will be working next with the cities to list their available industrially zoned properties.
- **Needs and Issues Projects:** EDC staff is collecting needs and issues forms through January 11. Commissioners will hear presentations on the projects on February 18. Any ideas for organizations that would potentially like to include a project should be provided to staff immediately.
- **Next EDC Meeting:** The EDC will be meeting on January 21 at 9:30am at the Northern Wasco County PUD. Presentations at this meeting will include Palomar, Mosier (since the county tour did not make it there), and the Wasco County Planning Department. The EDC will also discuss feedback from the county tour.

Regional Economic News

- **Columbia Gorge Transportation Summit:** Details have been finalized for this MCEDD-hosted summit. It will be Thursday, April 22, 9am to 3:30pm, at the Pioneer Center, 501 NE Washington Street, White Salmon, WA. The summit will be an educational and regional action planning event designed to gain perspective, create partnerships and generate solutions to meet transportation needs in the Columbia Gorge region through innovative and collaborative efforts. Workshop themes include: Vanpooling/ Ridesharing, Bicycle/Pedestrian, and Public Transit. Registration will be required and is free.
- **Gorge Technology Alliance Update:** The GTA received a Google grant for its Technology Education Program. The majority of funds will support youth robotics programs in the Gorge with robots and laptops that could be loaned to interested groups or schools in Wasco County. The remainder of the grant will allow the GTA to host a series of four speaker events in 2010 on the leading edge of technology in specific areas. The first event will present The Leading Edge of Technology in Agriculture with automation researchers from Oregon State that focus on orchards. The free event is Tuesday, March 16, 7pm, at Columbia Center for the Arts, 215 Cascade Ave, Hood River.
- **MCEDD Partners with 2010 Census:** The MCEDD Board has affirmed their support of the 2010 Census in a statement and also by providing space for a 2010 Census Questionnaire Assistance Center for The Dalles. Results from the Census heavily impact communities in the region, affecting distribution of federal funding and services and influencing planning decisions. It is imperative to receive the most accurate count possible.
- **CGCC Project Included in CEDS:** The Comprehensive Economic Development Strategy developed by MCEDD was updated to include a regional project: the Columbia Gorge Community College Workforce Training Center. This update was done at the request of CGCC as they search for grants for the project.

Employment: *(Source: Oregon Employment Department)*

Seasonally Adjusted Unemployment Rates:

	November 2009	October 2009	November 2008
Oregon	11.1%	11.2%	7.8%
Wasco County	8.7%	9.2%	6.8%

--Jessica Metta, EDC Staff