



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
APRIL 6, 2011

PRESENT: Sherry Holliday, Chair of County Commission
Scott C. Hege, County Commissioner
Rod L. Runyon, County Commissioner
Tyler Stone, Administrative Officer
Kathy McBride, Executive Assistant

At 9 a.m. Chair Holliday called to order the Regular Session of the Board of Commissioners.

Chair Holliday asked if there were any corrections or additions to today's Agenda.

Chair Holliday suggested that the adoption of the Position Approval Policy be removed since she has some questions and concerns regarding the wording of the proposed Policy that she would like to discuss.

Kathy McBride, Executive Assistant, informed the Board that she changed the Consent Agenda to exclude the Agreement between Wasco County, Oregon and Wasco County Employees Local Union 2752, American Federation of State, County and Municipal Employees, AFL-CIO since she placed the Agreement on the Board's Agenda for their consideration.

OPEN TO DEPARTMENTS

Teri Thalhofer, North Central Public Health District Director, is here in regards to several items on the Board's Discussion List. The first issue is the promotion of an in-house employee to the Solid Waste Coordinator Position. The District is requesting authorization to promote the employee to Step 4, which would allow additional compensation for the additional responsibilities of the position.

Some discussion occurred in regards to the District's request and the difference between the employee's current salary and the salary at Step 4.

{{{Commissioner Runyon moved to approve the request from the North Central Public Health District to authorize the promotion of an employee to Solid Waste Coordinator at Step 4. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Thalhofer requested permission to refill and post within house the Public Health Administrative Assistant Position. If an in-house employee applies and is offered the job she would like permission to offer the employee Step 4. The employee that would be applying would take on a significant increase in duties and responsibilities.

Some discussion occurred in regards to the difference in salary and the funding stream.

Chair Holliday stated that she is comfortable with the request since the Board has not adopted the Position Approval Policy. She is agreeable to authorizing the posting of the Position.

{{{Commissioner Hege moved to authorize the North Central Public Health District to post within house the Public Health Administrative Assistant Position and to authorize the District to hire an internal candidate at Step 4 if the District decides to promote an employee within. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

**CONSIDERATION of items listed on the Discussion List of April 6, 2011,
(Attached as Exhibit A).**

Item #1

Commissioner Runyon stated that he has worked hard to help Kathy McBride, Executive Assistant, with her work load. One thing that he sees is the time that she puts in preparing Executive Session Minutes. Oregon Revised Statute does not require written minutes of Executive Sessions. He is suggesting that the Executive Sessions be recorded digitally with no written minutes being prepared. There will be times when McBride does not need to attend an Executive Session.

Commissioner Hege stated that he tends to agree with Commissioner Runyon. He would like to decide on a case by case basis if written minutes are needed.

Some discussion occurred.

Chair Holliday stated that she agrees somewhat. If we are looking at making the information available to the public it is more efficient to have written minutes. Chair Holliday is not ready to completely do away with everything that is written. She suggested that there be at least one page of written minutes for the Executive Session.

Commissioner Hege agreed with Commissioner Runyon that there does not need to be a set policy. He feels it would be alright to have a brief one page set of minutes for Executive Sessions, if we needed it.

*****It was the consensus of the Board of Commissioners on a case by case basis that electronic recordings may be used instead of written minutes for Executive Sessions***.**

**AMANDA HOEY, MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT.
Appointment of individuals to the Wasco County Economic Development
Commission and the prioritization of Needs and Issues Projects.**

Amanda Hoey, Executive Director of Mid-Columbia Economic Development District, and Joan Silver, Chair of the Wasco County Economic Development Commission, were present.

Hoey stated that they have two items for the Board's consideration. The first is the recommendation of the Wasco County Economic Development Commission on filling the two vacancies on the Commission, (Attached as Exhibit B).

Hoey presented a brief background on the advertisement process for the two vacancies. Applications were received from six qualified candidates. The candidates were interviewed by the Commission and the Commission recommended the appointment of Mike Zingg and Fred Justesen to represent the Mosier and South County areas.

Some discussion occurred regarding the recommendation of the Economic Development Commission. It was noted in the discussion that Kenneth McBain withdrew his name for consideration after the County decided to seek out additional candidates.

{{{Chair Holliday moved to accept the recommendation of the Wasco County Economic Development Commission in the appointment of Mike Zingg to the At Large #4 Position and Fred Justesen to the At Large #3 Position. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

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Hoey went over her memorandum in regards to the prioritized 2011 Wasco County Needs and Issues Projects by the Wasco County Economic Development Commission, (Attached as Exhibit C).

Hoey noted that this process gives the Wasco County Economic Development Commission an opportunity to look at the needs throughout the County annually and to prioritize the work plan for the Economic Development Commission Staff.

Some discussion occurred regarding the prioritization of the submitted Needs and Issues Projects.

Commissioner Runyon stated that he would like to see the Civic Auditorium Project ranked in the top five under the Technical Assistance Projects.

Silver stated that the reason it did not make the top five was because of "cash on hand". There were a couple of other projects where they did not show the Economic Development Commission that they had the beginning contributions to start their project, resulting in a lower ranking.

Commissioner Runyon's other question pertained to Mid-Columbia Council of Government's Gorge Applied Training Center Project.

Hoey stated that agencies fill out the Needs and Issues Project Form. They provide detailed information on their project. The Economic Development Commission then has an opportunity to review the project as to readiness to proceed, match, capacity and local commitment. The Commission also looks at the economic impact of the project. The Gorge Applied Training Center Project has a board impact to our region.

Discussion occurred.

Commissioner Hege stated that he would like the public to have a chance to see the prioritization of the Needs and Issues Projects before the Board would vote on the Economic Development Commission's recommendation.

Commissioner Hege asked about the Downtown Parking Structure Project of the City of The Dalles.

Hoey responded by stating that it is a stand-alone project; it contributes to the future downtown development.

Hoey will distribute to the local news media the recommendation of the Wasco County Economic Development Commission's prioritization of the Needs and Issues Projects and a brief description of each Project.

The Board will consider the recommendation at their meeting on April 20, 2011.

RATIFICATION of the Agreement between Wasco County, Oregon and Wasco County Employees Local Union 2752.

Tyler Stone, Administrative Officer, stated that the County has been in negotiations for well over a year for the contract with the Wasco County Employees Local Union 2752. The last meeting was before the change in the Board of Commissioners. The negotiating team consisted of Former Board Chair Dan Ericksen, Marty Matherly, Todd Cornett, Stone and legal counsel. There were only two changes to the contract other than editorial changes. The first was to combine the boot and clothing allowance. The second change was in regards to salary; 0% increase first year; 1.5% increase second year and 1.5% increase the third year of the contract.

Stone stated it was a tough bargaining session. We ended up going into mediation. The Union has agreed to the Agreement and has taken a vote.

Chair Holliday pointed out that we are already a year into the three year contract.

Some discussion occurred.

Stone noted that the employees in safety sensitive positions are responsible for getting their own clothing. The clothing allowance does not apply to receptionist or office workers.

{{{Commissioner Runyon moved to ratify the Agreement between Wasco County, Oregon and Wasco County Employees Local Union 2752, American Federation of State, County and Municipal Employees, AFL-CIO. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

CONSIDERATION of the adoption of the Position Approval Policy.

Chair Holliday stated that the Board removed this item from today's Agenda. The proposed Policy needs to be discussed before the Board would take any action on adopting it.

Stone stated that before it goes to the Departments he wanted to give the Board an opportunity to discuss the proposed Policy. He gathered from an earlier

conversation that the Board wants this to come to his office and that the Board is given a heads up on staffing issues.

The Board recessed at 10:08 a.m.

The Board reconvened at 10:13 a.m.

DISCUSSION on the appointment of the Planning & Development Director.

Chair Holliday called on Ken Bailey to summarize the interview process for the Wasco County Planning & Development Director Position.

Ken Bailey, Interview Panel Member, stated that the hiring process has taken approximately two months. The panel reviewed 24 applications; most of the candidates had good qualifications. At the first meeting we narrowed the applications down to the top six that we wanted to interview. We interviewed those six applicants the middle of February. Then we digested and invited a few back for some follow up interviews. The County held four or five meetings with backgrounds checks and discussion amongst ourselves. We are real pleased that we had four candidates that were well qualified and could serve as Director. Most of them had positives or negatives; most with local experience. He recommended John Roberts of Summit County, Colorado.

Commissioner Runyon stated in addition to the qualities to get the job done; Roberts had substantial experience. We looked at the qualities of change in perception and to get out into the community. In addition to being a substantial worker in the field, Roberts had a lot of experience.

Commissioner Hege asked Bailey to provide some of Roberts' background and strengths.

Bailey stated that Roberts is a young man with a young family living in Summit County, Colorado. He had a position in Planning in Arizona before Colorado. He became an expert in long range planning. He headed the long range planning in Summit County. The County was in charge of long range planning for the City. Everyone we contacted said Roberts did an excellent job. Part of the incentive for him to move was the County came up short on money and had to let some people go which eliminated some duties. Roberts saw with that move his opportunity for advancement was restricted. He was looking for ways to advance. All supervisors were very positive about Roberts' work ethics; they gave a positive impression.

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Bailey stated that Roberts has not been an employee in Oregon. He is familiar with the Oregon system. Roberts' connection to Oregon was his roommate who was a graduate of The Dalles High School.

Bailey noted Roberts' educational background at this time.

Chair Holliday asked Stone what is the process from here.

Stone stated that he needs to be directed to finalize the offer process with Roberts. Stone wants to have a signed offer letter from Roberts before the Board would officially appoint him. Roberts has already seen a draft offer letter.

Commissioner Hege stated that he appreciates Bailey participating in the process. Bailey is very familiar with land use planning in the County, as well as at the state level. Bailey was a great resource.

Commissioner Hege stated in terms of Roberts; we had a lot of great candidates. When we got to the end we said any of the four candidates could do the job. We wanted to find the best candidate. The outreach part is important; communicating with the public. His long range skills were superior.

Stone noted that we also said we would schedule time to go meet with staff at the Planning & Development Department.

Commissioner Runyon stated it is a tough decision. We had excellent candidates; it was hard getting down to six candidates. When we got down to the four; anyone had the skills to be the Director. He was looking for the outreach part and changing the perception. They all had a strong work ethic. The outreach was a big thing for him. Another top candidate took a job in Southern Oregon.

Bailey stated that one top candidate had an offer at the first interview. He thought he needed to move forward with a decision on that employment offer.

Commissioner Hege stated that this position is a very key position in Wasco County. Planning is an important responsibility of the County and having the best people we can have is important.

Further discussion occurred.

Chair Holliday stated in the Committee itself there was never 100% agreement on how things were to go. We had a great candidate in house. She feels he could have grown into the position. It was a difficult decision for all of us.

Chair Holliday stated that she does not have the perception like the new Commissioners that there has not been a lot of outreach into the community. Many times she has heard that citizens have had a great experience with the Planning & Development Department. Maybe the perception will be different with a new person coming from somewhere different. She is hopeful that Roberts will take the position and will do a great job.

Chair Holliday thanked Bailey for assisting the County in this process.

Commissioner Runyon stated that he defends the Planning & Development Department all the time. There are excellent people out there. The Department has not been marketed. People do not know that they can go onto the website and see what is out there. The website is terrific; there is a lot of information. Part of our job is to help with marketing. He is looking forward to a change.

{{{Commissioner Hege moved to authorize Tyler Stone, Administrative Officer, to extend the formal employment offer to John Roberts for the Position of Wasco County Planning & Development Director. Commissioner Runyon seconded the motion.

The Board asked if there were any comments.

Keith Cleveland, Code Compliance Officer, asked about the timeline when Roberts could start work.

Stone replied it would be in the middle of May.

Jeanette Montour, Associate Planner, wondered about the training process since Roberts is coming from out of state. She stated that state wide planning goals are unique to Oregon.

Commissioner Runyon stated there is always the start up process. One thing that he was impressed by with Roberts was the research that he did. Roberts will be asking questions.

Bailey stated that Roberts demonstrated a basic understanding of the Oregon system. When working with the BIG Look at the state level they had a base out of Colorado. Colorado and Utah has a little different planning process that is well known. Roberts had a pretty good understanding of the basics and what needs to be done.

The vote was called for. The motion passed unanimously.}}}

**GLENN PIERCE, ENVIRONMENTAL HEALTH SPECIALIST SUPERVISOR.
Briefing on Solid Waste Issues.**

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Glenn Pierce, Environmental Health Specialist Supervisor, stated that he is here to present an update on solid waste issues and the history of the Wasco County Landfill, as outlined in his handout, (Attached as Exhibit D).

Pierce noted that Nancy Mitchell, Manager of the Wasco County Landfill, and Dean Large, Waste Connections, are here today.

Pierce went over his handout at this time. He noted that the County has worked well with Waste Connections. They have provided good services to the County. They have helped us with our Hazardous Waste and Recycling Program and have allowed us to put in two permanent Hazardous Waste Facilities on their property. Waste Connections has worked with us to make the program a success.

Pierce stated that the Tri-County Household Hazardous Waste and Recycling Program consisting of the Counties of Hood River, Sherman and Wasco and six Cities have received an award from the Oregon Recycling Association for our partnership. Moving forward as a unit has been very successful.

Pierce noted that the Wasco County Landfill has a license to operate the Landfill in Wasco County. They pay us an annual License Fee; \$100,625 adjusted annually based on the CPI. There is an outstanding License Fee in the amount of \$133,015. They are currently paying that amount down. As of today they have \$74,000 left to pay. The Host Fee is in addition to the License Fees. The Host Fee currently is \$1.39 per ton; the fee also adjusts on an annual basis.

Pierce stated that the Wasco County Solid Waste Advisory Committee is very interested in providing good services to our citizens now and in the future. They want to ensure that we have a Landfill to go to in the future. They are constantly checking on the life of the Wasco County Landfill. The proposal to take in additional waste would amount to 1.6 months of the Landfill's life.

Nancy Mitchell stated that they fly over the Landfill on a yearly basis. They figure out how much volume they have left. They would need to maintain the Landfill for 30 years after the Landfill is closed.

Pierce noted that one thing that the Solid Waste and Disposal Ordinance addresses are solid waste complaints, illegal dumping and storage of solid waste. For 26 years he has been handling solid waste complaints. Pierce was so excited when the County was able to bring on Keith Cleveland to handle solid waste enforcement. From a public health standpoint it is a very important thing. Cleveland works closely with the North Central Public Health District. He does an incredible job.

Pierce stated that he heard there was a question regarding landfills compensating the County where their landfill resides. Wasco County has a License Fee; other Counties have various ways to seek compensation. Trying to compare the various fees would be like comparing apples to oranges.

Some discussion occurred.

Pierce noted that the County's Recycling Program is trying to reduce waste being brought to the Landfill. The License Agreement with Waste Connections will stay enforced as long as they have their operating permit from the Oregon Department of Environmental Quality (DEQ).

Commissioner Hege stated that he did not know previously how important the Wasco County Landfill is to the County's budget. It is the third highest revenue source to the County.

MONICA MORRIS, FINANCE MANAGER. Discussion on Auditing Services.

Monica Morris, Finance Manager, stated that she understands that the Board has some questions since we were presented with a new three year Contract for auditing services.

Chair Holliday asked why the County does not put it out for bid for auditing services.

Morris responded by stated that is always up to the Board. There are best practices out of GASB for not putting your independent audit out for bid very often. The rules are more restricted; they are held accountable more now than they have been. When you put it out for bid staff would be training the auditors the first year. The second year the auditors would be feeling their way and the third year would be the best independent audit. It really takes awhile for an auditor to learn the process. Once they learn that then they can have a thorough independent audit.

Morris would not recommend that. We have an auditor that understands our funds and policies; they are available to us the entire year without additional charges.

Commissioner Hege asked when was the last time the County sought proposals for auditing services. He feels that the County should seek proposals.

McBride stated that it has been some time since the County sought auditing proposals.

Commissioner Runyon asked if the County has received a request from another auditing firm.

Morris stated that we have not.

Stone stated that the process is not simple. We would need to go through a Request for Proposal process. If the County has no intentions on making a change then you just make the decision to stay with your current provider.

Morris recommended that the County stay with our current provider for the time being due to the implementation of new GASB regulations.

DAN SANDERS, SHOP SUPERVISOR. Consideration of request to declare vehicles as surplus.

Dan Sanders, Public Works Shop Supervisor, requested that the Board declare as surplus the equipment as outlined in his memorandum, (Attached as Exhibit E).

Sanders noted that the Counties of Gilliam and Sherman are interested in the County transferring the trailers to them.

Some discussion occurred.

{{{Commissioner Runyon moved to approve the request from the Public Works Department declaring the 1995 Ford Pickup, 1999 Woodchuck Wood Chipper and the two 1966 Garwood Bottom Dump 20 Yard Trailers as surplus; that the Trailers be transferred to the Counties of Gilliam and Sherman, and that the Public Works Department is authorized to dispose of the Pickup and Wood Chipper at public auction. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Sanders stated that he could not remember if the County has declared as surplus the old Public Works Fuel Card System.

Staff will let Sanders know if the equipment has been declared as surplus.

BARBARA SEATTER, MID-COLUMBIA CENTER FOR LIVING. Discussion on applying for a Community Development Block Grant.

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Barbara Seatter, Executive Director of Mid-Columbia Center for Living, presented to the Board a handout pertaining to their request for Wasco County to sponsor a Community Development Block Grant (CDBG) for a new Community Mental Health Facility, (Attached as Exhibit F).

At this time Seatter went over her memorandum.

Seatter noted that she had a conversation with Stone and Commissioner Hege. She understands the downside for the County to sponsor the grant. Sharon Guidera, former Executive Director for Mid-Columbia Center for Living, would manage the grant. Guidera knows the responsibilities of the CDBG Grant Program since Mid-Columbia Center for Living received a CDBG Grant to build their Hood River Building. Seatter would propose that they subcontract with Mid-Columbia Economic Development District to perform the reporting and administrative requirements on behalf of Wasco County. The County would still have the overall responsibility to sign off on any work that has been done.

Discussion occurred.

Seatter noted the funding that is available for the June 30th deadline is \$9 million, which is last year's unused funding. The amount of money that is available for this type of project is \$2 million. The grant process is highly competitive.

Seatter would like to shoot for the December 31, 2011 deadline. That deadline relies on funding that does not currently exist. There are some bills that would eliminate the funding or greatly reduce the funding.

Seatter stated that the purchase of the land has been extended for another two months. The CDBG Grant process is the largest and best opportunity for getting the needed funding to construct the building.

Commissioner Runyon stated that he needs to know what amount of staff time would be required to fulfill the grant requirement.

Seatter replied that she was not sure she could quantify it.

Stone stated that the one question that is still out there is has Mid-Columbia Center for Living had any discussion with the City of The Dalles as to taking on this grant instead of the County.

Seatter stated she has not looked at the City since it is a County wide project.

Commissioner Hege stated that the County is mandated to provide mental health services. It makes sense for the County to consider this. Sherman County has

said that they would consider being the applicant if Wasco County did not have the capability.

A meeting will be scheduled with Seatter and Stone to discuss the administrative requirements before the Board would decide if the County would be the applicant for the CDBG Grant.

Monica Morris, Finance Manager, stated she would be interested in sitting in when Seatter and Stone get together to discuss the administrative requirements.

CONSIDERATION of the request from the Wasco County Landfill to reduce tipping fee.

Nancy Mitchell, Wasco County Landfill, and Dean Large, Sales Manager for the Regional Office of Waste Connections, were present to discuss the request for a reduction in the Landfill Host Fee.

Large stated that Waste Connection has an opportunity to receive 60,000 to 100,000 tons of solid waste beginning as early as the end of the month or starting in May. He did not want to disclose the name of the project at this time. Waste Connections has no assurance that they will get the project. They are seeking the approval of the County to lower the Host Fee by \$0.50 per ton. Large does not know whether they will be successful in their efforts.

A lengthy discussion occurred.

Large noted that Morrow County has granted a \$0.25 fee to retain and attract some large businesses to their landfill on a case by case basis. Large would not want to come to Wasco County and ask for that kind of consideration.

Large stated that the reduction in the Host Fee would be \$30,000 to \$50,000 in revenue. The waste would come in early summer and early fall.

Commissioner Hege stated that it is significant revenue for the County even with the reduced Host Fee.

Chair Holliday stated that the County Court supported reducing the Host Fee for a specific project back in 2005. She was supportive of the request then and she would be supportive now.

Glenn Pierce, Environmental Health Specialist Supervisor, stated that the amount of waste works out to 1.6 months of the Landfill's life. That is insignificant.

Large noted that the kind of material that would be accepted is very dense material; it is denser than garbage.

Marty Matherly, Roadmaster, stated it would bring in additional traffic on the road and maintenance of the road would have to happen a lot sooner. He is not opposed to the request.

Pierce noted that the Wasco County Solid Waste Advisory Committee did not consider this request. Back in 2005 the Advisory Committee did not have a problem with the request at that time to reduce the Host Fee. They did not have an opinion as to what dollars we should receive. That would not be the main focus of the Committee. Pierce stated that Wasco County has the authority to cut the fee back at the Board's discretion.

Commissioner Runyon stated that this is additional money that we would not normally receive.

Commissioner Hege is supportive of the request. The one thing that he has seen is that the Landfill revenue is a significant part of the County's financial world.

{{{Commissioner Runyon moved to accept the request from the Wasco County Landfill that the County's Landfill Host Fee be reduced by \$0.50 per ton for the one specific project currently being negotiated by Waste Connections. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

CONSIDERATION of Fee Waiver Request from Columbia Land Trust.
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Virginia Bowers, Columbia Land Trust Representative, and Bruce Lumper, Mill Creek Resident, were present to discuss with the Board the fee waiver request from Columbia Land Trust.

Kathy McBride, Executive Assistant, stated that since the Board will be considering the Open Space request from Columbia Land Trust in the near future we should only be discussing the request for the fee waiver.

Bowers stated she was here last fall asking for a letter of support for the Trust to purchase some property on Mill Creek Ridge. In the Board of Commissioners' letter the Board requested that Columbia Land Trust pay taxes on the property if they received the grant to acquire the property. Bowers noted that the Trust did receive the grant and the property was purchased. They missed the deadline to apply for the waiver of the taxes. She is here to request that the Planning &

Development Department's Open Space Application Fee be waived. Bowers stated that even if the Open Space Assessment is approved they will be paying the full amount for the property taxes this year.

Some discussion occurred regarding the open space tax assessment rate and whether the property will be open for public access. Columbia Land Trust envisions sometime in the future having a trail with a trail head connecting to other trails in the area.

{{{Commissioner Hege moved to approve the Fee Waiver Request from Columbia Land Trust that the Planning & Development Department's Open Space Application Fee in the amount of \$750 be waived. Commissioner Runyon seconded the motion. The motion passed by a vote of two to one; Chair Holliday and Commissioner Hege voted yes, while Commission Runyon voted no.}}}

APPOINTMENT of individuals to the Antelope City Council.

Chair Holliday informed the Commissioners that she spoke to citizens in the City of Antelope regarding the openings on the Antelope City Council. She attended a Town Hall Meeting in Antelope regarding the four vacancies. Chair Holliday has the names of two individuals who she is recommending that the Board appoints to the City Council of Antelope to make a quorum. The appointment of two individuals will allow the City Council to appoint two additional members. The County received four letters of interests from citizens in Antelope seeking appointment to the City Council.

Chair Holliday stated that the citizens she spoke with recommended the appointment of Dale Hedgecoke and Elizabeth Samul. That is Chair Holliday's recommendation as well.

{{{Commissioner Runyon moved to appoint Dale Hedgecoke and Elizabeth Samul to the Antelope City Council. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

{{{Commissioner Runyon moved to approve Order #11-073 in the matter of the appointment of two (2) individuals to the City Council of the City of Antelope. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

CONSIDERATION AND APPROVAL of the Regular Session Consent Agenda of April 6, 2011, (Attached as Exhibit G).

Some discussion occurred regarding the proposed County Opportunity Grant Program Grant Agreement between the Oregon State Parks and Recreation Department and Wasco County.

{{{Commissioner Runyon moved to approve the Regular Session Consent Agenda of April 6, 2011 as presented. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

CONTINUATION OF THE CONSIDERATION of items listed on the Discussion List of April 6, 2011.

Item #5

The Board chose not to discuss today the request from Dan Hendrix in regards to County owned property located in the City of Shaniko. It is the preference of the Board that the property be inspected prior to considering the sale and donation of the two County owned parcels.

Item #6

The Board considered the request from Don Kitch, Jr. in regards to the Teen Driver, "Street Survival Skills Clinic". The County has no funding available to offer towards the cost of putting on such a Clinic.

Item #4

The Board has no concerns regarding the proposed language within the Draft Interlocal Funding Assistance Agreement between Klickitat County and Wasco County for Veterans Services.

Item #7

Commissioner Runyon stated that he spoke to Fred Davis, Facilities Manager, regarding the proposal to install a WiFi antenna on the roof of the County Courthouse. Davis indicated that the free standing antenna will have no impact to the roof.

*****It was the consensus of the Board of Commissioners to support the request from the City of The Dalles for the installation of a WiFi antenna on the roof of the Wasco County Courthouse***.**

Item #9

Commissioner Hege had some questions in regards to the additional Homeland Security Grants for the Sheriff's Office. He requested that someone from the Sheriff's Office provide to the Board additional information pertaining to these grant projects.

The Board will consider tomorrow, after receiving additional information, the approval of the Resolutions accepting and appropriating two additional grants for the Wasco County Sheriff's Office.

Item #8

Commissioner Runyon presented to the Commissioners an updated schedule for the Department Meetings scheduled in April, 2011.

Chair Holliday inquired as to whether the County would still be conducting monthly Department Head Meetings.

Commissioner Runyon and Commissioner Hege are supportive of the continuation of the staff meetings with Department Heads.

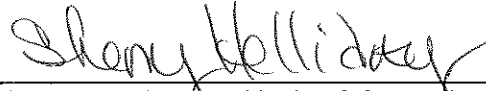
The Board signed:

- Order #11-071 in the matter of the appointment of Elizabeth Osborne to the Wasco County Courthouse Safety Committee.
- County Opportunity Grant Program Grant Agreement between the Oregon State Parks and Recreation Department and Wasco County.
- Order #11-072 in the matter of the appointment of Duane Francis to the Wasco County Compensation Committee.
- Proclamation proclaiming the Month of May, 2011 as "Arts and Culture Month".
- Special Session Minutes of December 30, 2010.
- Agreement between Wasco County, Oregon and Wasco County Employees Local Union 2752, American Federation of State, County and Municipal Employees, AFL-CIO.
- Order #11-073 in the matter of the appointment of two (2) Individuals to the City Council of the City of Antelope.

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The meeting adjourned at 12:49 p.m.

WASCO COUNTY BOARD
OF COMMISSIONERS



Sherry Holliday, Chair of Commission



Scott C. Hege, County Commissioner



Rod L. Runyon, County Commissioner

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
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DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Discussion on Executive Session Minutes.
2. Consideration of the request from North Central Public Health District to authorize the Director to promote an employee to the Solid Waste Coordinator Position at Step 4.
3. Consideration of the request from North Central Public Health District to authorize the Department to fill the Public Health Administrative Assistant Position and to offer Step 4 if a Public Health Employee applies and is offered the Position.
4. Discussion on the Draft Interlocal Funding Assistance Agreement between Klickitat County, Washington and Wasco County, Oregon for Veterans Services.
5. Discussion on the email received from Dan Hendrix in regards to County owned property located in Shaniko, Oregon.
6. Discussion on the email received from Don Kitch, Jr. in regards to the Teen Driver, "Street Survival Skills Clinic".
7. Consideration of the letter received from Keith Mobley in regards to the establishment of a free access wireless network in the downtown area of the City of The Dalles.
8. Discussion on the Department Meetings.
9. Consideration of the request from the Wasco County Budget Officer to accept and appropriate unanticipated Homeland Security Grants for the Sheriff's Department.
10. Discussion on the Economic Development Commission Staffing Contract (On hold depending upon budget process).
11. Discussion on continuing to support the Northern Wasco County People's Utility District Pure Power Program (On hold depending upon budget process).

WASCO COUNTY ECONOMIC DEVELOPMENT COMMISSION

515 East Second Street The Dalles, OR 97058 ♦ 541-296-2266 ♦ www.co.wasco.or.us/county/wcedc

To: Wasco County Board of Commissioners

From: Jessica Metta, Wasco County Economic Development Commission Coordinator

Date: March 30, 2011

Subject: Economic Development Commission Vacancy Recommendation

Action Requested: The Wasco County Economic Development Commission requests that the Wasco County Board of Commissioners appoint Michael Zingg and Fred Justesen to fill the two Wasco County Economic Development Commission vacancies.

Background:

In November 2010, Keith Mobley informed the Wasco County Economic Development Commission (EDC) that he would not be seeking reappointment for his At Large position on the Commission, set to expire December 31, 2011. The EDC advertised the vacancy and received two applicants who were considered at the EDC's January 2011 meeting. While the applicants were well qualified, the EDC thought the Commission would benefit from geographic representation outside of The Dalles area. On February 2, 2011, the Board of County Commissioners agreed to allow the EDC to conduct a wider search for applicants, particularly from the South Wasco County region.

On February 5, 2011, the EDC received the resignation of Commissioner Mark Cherniack who had represented the Mosier area. Advertisements and outreach were therefore conducted to fill two vacancies on the EDC. Five applications were received in addition to one of the original applications (one had asked to withdraw). These six candidates were considered at the March 17, 2011 EDC meeting. The Commissioners felt that all were very well qualified to join the EDC and stated that they would be happy to have any two appointed. A recommendation was passed, however, requesting that the Board of County Commissioners appoint Michael Zingg to fill Position 7 vacated by Mark Cherniack and appoint Fred Justesen to fill Position 9 vacated by Keith Mobley. As alternates, the Commission would recommend Darrell Roberts for Position 7 and Dennis Beechler for Position 9. The Economic Development Commission appreciates the opportunity to review the applicants and make this recommendation to the Board of County Commissioners.

WASCO COUNTY ECONOMIC DEVELOPMENT COMMISSION

515 East Second Street The Dalles, OR 97058 ♦ 541-296-2266 ♦ www.co.wasco.or.us/county/wcedc

To: Wasco County Board of Commissioners

From: Jessica Metta, Wasco County Economic Development Commission Coordinator

Date: March 30, 2011

Subject: Prioritized 2011 Wasco County Needs and Issues Projects for Approval

Action Requested: The Wasco County Economic Development Commission requests approval by the Wasco County Board of Commissioners of its prioritized list of 2011 Wasco County Needs and Issues projects.

Background:

Each year the Wasco County Economic Development Commission (EDC) requests information from organizations and agencies countywide to develop a list of Technical Assistance and Public Works/Infrastructure needs and issues. This list helps direct the actions of EDC staff to support economic development in the County and is used to develop a list of prioritized needs and issues. The prioritized list can be used by project proponents to show local support when seeking funding sources and the top five projects are included in the regional Comprehensive Economic Development Strategy prepared by Mid-Columbia Economic Development District for federal funding.

Wasco County EDC received information from 18 entities about 42 new or ongoing needs and issues projects. These groups presented their projects to the EDC on February 17, 2011. The EDC then individually ranked each project based on its readiness to proceed, the need for the project, the level of local funding available and whether the project had adequate leadership. Individual scores were compiled and then reviewed by the full EDC on March 17, 2011. At this meeting, the EDC agreed on the top ten Technical Assistance and Public Works/Infrastructure needs and issues for Wasco County. This list is presented below. The Wasco County EDC respectfully presents the prioritized list for review and approval by the Wasco County Board of Commissioners at their meeting on April 6, 2011. For informational purposes only, the projects that were not scored in the top ten are also listed below.

Technical Assistance Projects

For Approval: Top Ten Priorities

1. Mosier groundwater sustainability study, Mosier Watershed Council
2. Historic vehicle display & curation building, Fort Dalles Museum
3. Dedicated water line to reservoir, City of Dufur
4. Downtown parking structure, City of The Dalles
- 5a. (tie) Thompson Park Aquatic Facility, Northern Wasco Co. Parks & Rec.
- 5b. (tie) Simnasho Multi-Use Facility, Confederated Tribes of Warm Springs
7. Auditorium Restoration, Civic Auditorium
8. Senior Center building expansion project, Mid-Columbia Senior Center
9. UPRR Land Acquisition, City of Mosier
10. Gorge Applied Training Center, Mid-Columbia Council of Governments

For Information Only: Other Technical Assistance Projects (in no particular order)

Wastewater Mutual Agreement & Order, City of Dufur
West Lot planning and development, phase 1, NORCOR
South Basin water storage, City of Dufur
Pool replacement, Dufur Parks & Rec District
Hood River Road Reconstruction, Wasco County Public Works
Water System Upgrade, Wamic Water and Sanitary Authority
Stormwater system, City of Dufur
Mosier Creek Bike/ Ped Bridge, City of Mosier

Infrastructure Projects

For Approval: Top Ten Priorities

1. Runway strengthening, Columbia Gorge Regional Airport
2. Downtown riverfront undercrossing, City of The Dalles
3. Airport water distribution system, Columbia Gorge Regional Airport
4. Underground irrigation system, Dufur Parks & Rec District
5. Industrial park waterline upgrade, City of The Dalles
6. Westend Bathrooms, Dufur Parks & Rec District
7. Industrial Land Infrastructure, Port of The Dalles
8. Mosier Middle School Temporary Facility, Mosier Middle School Board
9. Kah-Nee-Ta Wastewater system, Confederated Tribes of Warm Springs
10. Simnasho Arsenic Remediation, Confederated Tribes of Warm Springs

For Information Only: Other Infrastructure Projects (in no particular order)

Downtown Streetscape Phase III (3rd & 4th), City of The Dalles
Wamic Grade Reconstruction, Wasco County Public Works
Baseball backstop, Dufur Parks & Rec District
Fire hall construction, City of Dufur
Park shop / storage unit, Dufur Parks & Rec District
Lewis & Clark Fountain, City of The Dalles
Basketball court, Dufur Parks & Rec District
Chenoweth Area Storm Sewer System, City of The Dalles
Waldron Drug Building rehab, City of The Dalles
Public Restroom Improvements, City of Shaniko
Shaniko Community Hall Renovation, City of Shaniko
Fire and Emergency Services Building, City of Shaniko
School Park Upgrades, City of Shaniko
School Kitchen Addition, City of Shaniko

SOLID WASTE REVIEW

March 2011

LANDFILL

Northern Wasco County Landfill – Private Landfill

HISTORY:

- 1981 disposal franchise granted to Northern Wasco County Landfill (NWCL), Art Braun.
 - 1985 disposal franchise renewed for 5 years, Art B.
 - November 1990 franchise transferred from Art Braun to Sanifill Inc.
 - June 1991 to June 1996 franchise renewed.
 - November 1996 franchise converted to License Agreement between Sanifill and County.
 - 1998 License Agreement transferred from Sanifill to Republic Services.
 - June 21, 2000 License Agreement transferred from Republic Services to Waste Connections, Inc.
-

SOLID WASTE FACTS:

Wasco County has a Solid Waste Collection and Disposal Ordinance that states it is unlawful for any person to store, collect, transport, or dispose of any solid waste for compensation unless such person is franchised or licensed.

Wasco County has two collection franchises:

- The Dalles Disposal Company, serving the very Northern section of Wasco County. Franchise from June 24th, 2010 to June 24th, 2020.
- Mel's Sanitation Service Inc. serving South Wasco County. Franchise terminates June 24th, 2020.

Both companies have delineated boundaries.

The current franchise for the collection companies is \$100.00 per service vehicle.

Wasco County has one State permitted regional landfill:

- "Northern Wasco County Landfill" owned by Waste Connections, Inc. (WCI).

Wasco County has granted WCI an exclusive license to operate and maintain a solid waste disposal facility within the County. In exchange for the license, WCI agreed to remit to the County an annual license fee payable in equal monthly installments.

Current annual fee is \$100,625.00 for 2011. This fee changes annually .85 x CPI.

Initial outstanding license fee was \$133,015.00. Currently, as of February 2011, it is \$78,224.24, being paid down on a monthly basis.

In addition to the annual license fee, the County is compensated for extraordinary costs and impacts on the County's infrastructure associated with the importation of solid waste from outside the County. This compensation is called "Host Fee".

The Host Fee started at \$1.00 per ton in 1996 and is currently \$1.39 per ton, adjusted annually by .85 x CPI.

Revenue from Host Fee in 2010 was \$598,230.75.

The Solid Waste Collection and Disposal Ordinance creates a solid waste advisory committee (SWAC) to help assure the current and future solid waste needs of Wasco County citizens are provided for. They provide oversight on rate increase requests and make recommendations to the board of commissioners.

They are (so-to-speak) the pulse of our citizens.

Current SWAC members are:

- Nolan Young – City of The Dalles
- Mike Miles – City of Maupin
- Dennis Radford – Orchardist
- Nancy Mitchell – Northern Wasco County Landfill
- Dr. Vern Harpole – Public Health Officer
- Glenn Pierce – Environmental Health Specialist

Wasco County Landfill

2550 Steele Rd
The Dalles, OR 97058
541/296-4082
FAX 541/296-6449

October 18, 2010

Glenn Pierce, R.S.
Supervising Sanitarian
Wasco County Public Health Department
419 East Fifth Street, Room 100
The Dalles, OR 97058

RE: Wasco County Landfill, 2011 Rate Change

Dear Glenn:

In accordance with the current license agreement between the Wasco County Landfill (WCL) and Wasco County, we plan adjust our rates in 2011. A summary of the rate change is as follows:

- The Consumer Price Index (CPI) for the Standard Metropolitan Statistical Area (West-C 1982-84=100) for 2010 is 0.5%. Eighty-five percent of the CPI is 0.4206%. The new rates for the year 2011 will reflect 0.4206% increase.
- There will an adjustment for the collection of Wasco County license fees. As presented in our May 7, 2009 letter to Judge Erickson, WCL inadvertently left the annual license fee at a flat rate of \$75,000 rather than increasing this fee each year by the CPI. This creates two separate adjustments:
 - a. WCL and Wasco County have agreed that the WCL owes \$133,015 in past license fee CPI adjustments. WCL proposes to increase our rate \$0.10 per ton until this deficit is paid. WCL anticipates this will take 4 to 5 years to pay off and this \$0.10 will be removed once the past license fees are paid.
 - b. The Wasco County license fee for 2011 will be \$100,625. WCL is entitled to pass these costs through as part of our gate rate. WCL proposes to increase our rate \$0.08 per ton for the increase in license fee.
 - c. Total increase for the Wasco County license fee is \$0.18 per ton.
- The County's Host Fee will change from \$1.38 to \$1.39 per ton in 2011 due to the 0.4206% CPI.



Wasco County Landfill

2550 Steele Rd
The Dalles, OR 97058
541/296-4082
FAX 541/296-6449

- The HHW Fee will change from \$7.23 to \$7.26 per ton in 2011 due to the 0.4206% CPI.

A proposed rate schedule for 2011 is attached for your reference.

Please feel free to contact me if you have any questions.

Sincerely,



Nancy Mitchell
Wasco County Landfill
Site Manager

cc: Judge Dan Erickson
Metro



Wasco County Landfill

2550 Steele Rd
The Dalles, OR 97058
541/296-4082
FAX 541/296-6449

Wasco County Landfill New Rates effective January 1, 2011

Wasco County

\$ 30.76 per ton + \$7.26 (HHW Fee) + .18 (License Fee) = **\$38.20 per ton**

Hood River and Sherman County

\$ 34.41 per ton + \$7.26 (HHW Fee) + .18 (License Fee) = **\$41.85 per ton**

Out of County

\$34.41 per ton + .18 (License Fee) = **\$34.59**

ACM: In-County

\$ 77.50 per ton + .18 (License Fee) = **\$77.68 per ton**

ACM: Out of County

\$79.01 per ton + .18 (License Fee) = **\$79.19 per ton**

PCS: In-County

\$28.26 per ton + .18 (License Fee) = **\$28.44 per ton**

PCS: Out of County

\$29.85 per ton + .18 (License Fee) = **\$30.03 per ton**

Public minimum is \$40.00



Public Health
Prevent. Promote. Protect.

NORTH CENTRAL PUBLIC HEALTH DISTRICT

"Caring For Our Communities"

419 East Seventh Street, The Dalles, OR 97058

Phone: 541-506-2600 Fax: 541-506-2601

Website: www.wshd.org

To: The Wasco County Solid Waste Advisory Committee (SWAC)

From: Glenn Pierce

Wasco County Commissioners met on December 1st, 2010 and discussed the rate increase request by The Dalles Disposal. The Commissioners thanked the Solid Waste Advisory Committee for their work, but by a 2 to 1 vote denied the request. They felt that overall rate payers are falling behind on their income and now would not be an appropriate time to increase their bills.

March 22, 2011

To: The Wasco County Board of Commissioners

Re: Surplus Equipment

The Wasco County Public Works Department has the following equipment that has become surplus due to age and/or other considerations:

- 1) 1995 Ford Pickup (our number 229). This vehicle has over 140,000 miles and has been replaced with a new pickup.
- 2) 1999 Woodchuck Wood Chipper. This is our oldest unit that hasn't seen any use for a few years. We currently have two newer units that are more efficient and cost less per hour to run.
- 3) Two 1966 Garwood bottom dump 20 yard trailers. These trailers have been on loan to Sherman County Road Dept. and Gilliam County Road Department (respectively) for at least 15 years if not more. In that time we have never had a need or use for them and have been paying liability insurance continually. Both entities have expressed interest in keeping these trailers, so it is our intention to just transfer ownership. These trailers have very little residual value and wouldn't bring much revenue if they were sold at auction. Gilliam County and Sherman County would be responsible for the cost of title transfer.

We respectfully request the Wasco County Board of Commissioners approval to surplus this equipment and dispose of item(s) 1 and 2 in the upcoming auction to be held on April 16 at Auction Sales.

Thank you for your time.
Sincerely,

Dan Sanders
Shop Supervisor
Wasco County Public Works



Mid-Columbia Center For Living

Exhibit F

Providing Mental Health, Developmental Disabilities & Alcohol/Drug Services to Wasco, Hood River, and Sherman Counties

The Dalles - Business Office
419 East Seventh Street
The Dalles, OR 97058-2607
Telephone (541) 296-5452
Fax (541) 296-9418

www.mccfl.org

Hood River
1610 Woods Court
Hood River, OR 97031
Telephone (541) 386-2620
Fax (541) 386-6075

MEMORANDUM

To: Wasco County Board of Commissioners
From: Barb Seatter, Director, Mid-Columbia Center for Living
Re: Request for Sponsorship of CDBG
for a new Community Mental Health facility
Date: 4/6/2011

Dear Commissioners,

I am writing this memo to request that Wasco County agree to sponsor an application for a Community Development Block Grant (CDBG) for a new Community Mental Health outpatient facility in The Dalles.

History - MCCFL currently rents clinic/office space from Wasco County at Annex A. We also rent a small space at the Williams building, and own our administrative building on Lincoln St. Our current facilities are inadequate for the needs of the agency and the community. For many years, MCCFL has been looking to developing a new site where we can consolidate our services, and improve community satisfaction and access for our services.

We are currently in a due diligence period to purchase approximately 49,000 square feet of land on 10th and Weber in The Dalles. The purchase of this land and timing of this endeavor is directly related to the opportunity we have to collaborate and integrate our services with La Clinica Del Cariño, a primary health dental care agency, which is purchasing the lot directly adjacent to our property.

Financial capability to purchase and build - MCCFL is willing to invest in the new facility (up to 26,000 square feet) by purchasing the land and utilizing a portion of our reserves for cost related to building. However, grants and loans will be the main funding source for the construction of the new building which is projected to cost approximately 3.5 million dollars. The potential CDBG award that we propose to apply for is 1.5 million dollars.

CDBG responsibility of the sponsoring county - MCCFL understands the great responsibility of the sponsoring agent involved in applying for a Community Development Block Grant. These responsibilities include oversight and approval of the application, administration and management of the project.

Mid-Columbia Center for Living has a successful track record with CDBG funding as evidenced by our award for the building where we are currently located in Hood River. We are committed to conducting much of the "heavy lifting" including the application, vetting bids, and tracking and completing financial and other reports required by CDBG. The CDBG funding also affords the sponsoring county to contract with another agency to conduct the administrative responsibilities.

Why Wasco County? We believe that this project will bring a state of the art community mental health and primary care facility to The Dalles, but will serve the whole county, and our Sherman county neighbor to the east. Mid-Columbia Center for Living and our Tri-County Board is committed to improving the health and welfare of the citizens in our region, and believes this project will bring a new level of respect and dignity and health to some of the most vulnerable in our community.

I appreciate your willingness to consider our request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Barb Seatter".

Barb Seatter, Executive Director
MID-COLUMBIA CENTER FOR LIVING

2011 Needs and Issues Inventory: Short-Term Projects*

(*Project could begin in 2011 if funding was obtained. You might consider breaking large projects up into smaller components.)

Project Name: Columbia Crossing: Health Home Center

Submitting Entity/Sponsor: Wasco County

Contact Name: Barbara Seatter, Executive Director, Mid Columbia Center for Living (MCCFL)

Address: Wasco County Annex A, Rm 207, 419 East 7th St, The Dalles 97058

Phone: 541-296-5452 Fax: 541-296-4792

Email: Barbara.Seatter@mccfl.org

Project Beneficiary: low/moderate income residents seeking behavioral health services

Project Proponent Type: ☒ County ☐ City ☐ Port ☐ Special District ☐ Non-Profit

☐ Other: _____

Project Location
(City):

10th and Webber Street; Lot 4, Columbia Crossing

Description of
Problem to be
Addressed:

MCCFL provides services to residents in need of mental health, addictions and/or developmental disability services. Agency serves predominately low and moderate income residents (88%) on Medicaid and the Oregon Health Plan. A number of the clients have also severe and chronic health conditions. The agency has outgrown current facility and is at 3 different locations in the community. Access to services including primary health care is difficult for clients and referrals between primary health care and behavioral healthcare are often unsuccessful. MCCFL is purchasing a lot that is contiguous to a lot being purchased by La Clinica who provides primary health care to many of the same residents. Creating a health home campus that can provide behavioral health, primary health care, dental and pharmacy will meet the needs of the residents and is in conformance with State health reform initiatives under the Oregon Health Authority. Other problems that will be addressed are: 1. improved geographic access to care; 2. co-location with primary health, dental and pharmacy services; 3. improve staff morale and productivity by having a facility designed to meet service needs, alleviate crowding and improve physical conditions of work environment.

Project Description
(150 words or less)

Construction of a behavioral health center of approximately 18-25 thousand square feet to house 55-60 FTE and provide services to primarily residents of Wasco county and some residents of Sherman and Hood River counties.

**Expected Outcome:
(including job
creation/retention)**

Improved access to care and coordination of services for over 700 persons receiving behavioral health services in Wasco County. Improved work environment for staff located in The Dalles (55 FTE) including improved retention of professional positions. Creation of construction jobs for the community. Create health campus and improved referral success with primary care creating more need to hire professional staff in the community to meet increased demand.

**Service Area
Impacted and/or
Population Served:**

Residents of Wasco County receiving public mental health, addictions and developmental disability services. Most clients (88%) are Low or Moderate income and services are subsidized by the Oregon Health Plan, Medicaid and sliding fee scales.

**Project Readiness
and Anticipated Start
Date:**

MCCFL is in process of purchasing lot which is expected to be completed by April/May 2011.

PROJECT TIMELINE (If funding was obtained)

	Start Date: (MM/DD/YYYY)	End Date: (MM/DD/YYYY)	N/A
Planning/Engineering/Feasibility Studies	In progress	08/2011	☐
Construction	09/2011	08/2012	☐

PROJECT COSTS

	Total Cost (should equal the sum of the two columns to the right)	Amount On Hand	Amount Still Needed
Planning/ Engineering/ Feasibility Costs (Includes architect/engineering & soils engineer)	\$300,000 _____	\$300,000 Source(s): ☒ Local Contribution ☐ State Funds ☐ Federal Funds	\$ _0 _____ Source(s): ☒ Local Contribution ☐ State Funds ☐ Federal Funds
Construction Costs	\$4,000,000 _____	\$ _276,271* Source(s): ☒ Local Contribution ☐ State Funds ☐ Federal Funds	\$ _3,723,729 _____ Source(s): ☐ Local Contribution ☐ State Funds ☐ Federal Funds

* Did not include rent conversion that would allow MCCFL to procure and pay loan up to 1.8 million

ADDITIONAL QUESTIONS

1. If you are submitting multiple projects, please rank them in order of importance to your entity:

This project ranks as # _____ out of # _____ projects submitted by my entity.

2. Is this project concept included on any local or regional plans?

☐ YES ☒ NO ☐ Not Sure It was on list 2 years ago but project fell through and it was not resubmitted since opportunity just presented itself since the last needs assessment.

3. Is this project concept included within or consistent with an acknowledged local Land Use Comprehensive Plan as recognized by the Department of Land Conservation and Development?

☒ YES ☐ NO ☐ Not Sure
☐ Not Applicable (Does not involve development of land or infrastructure.)

4. Does this project concept address any compliance issue(s)?

☐ YES ☐ NO ☐ Not Sure

5. Is there any other information you would like to share about the project?

___ Creation of a integrated primary health and dental and behavioral health campus will position services for future direction of health care with state and national reform.

To be completed by Economic Development Commission Staff:

Dated Prepared / Updated: _____ ID #: _____

Status: _____ NEW _____ UPDATE _____ Category: _____ TA _____ PW _____

Completed forms must be returned by January 21, 2011.

Please mail, fax or email completed forms to:
Wasco County Economic Development Commission
515 East Second Street, The Dalles, OR 97058
Fax: 541-296-3283
Jessica@mcedd.org

Please direct questions to:
Jessica Metta at 541-296-2266 or Jessica@mcedd.org

Project Consideration:

You may submit multiple projects. Projects submitted should be able to begin within the next year if funding was obtained. Large projects might be separated into smaller segments that could be completed within the next year (i.e. project engineering and design separated from project construction).

Every submitted project will be included on a list in the Wasco County Economic Development Strategic Action Plan which can be beneficial to reference when you're looking for project funding. The Wasco County Economic Development Commission also prioritizes the projects based on four criteria: readiness to proceed, the need for the project, the level of local funding available and project leadership. The top priorities are submitted to Mid-Columbia Economic Development District for inclusion in a regional project list in their Comprehensive Economic Development Strategy.

For additional forms please contact jessica@mcedd.org

Chapter 6 Citizen Participation Plan

Every applicant and recipient of State of Oregon Community Development Block Grant (CDBG) funds must comply with the citizen participation requirements provided in federal law and described in this chapter. Some of the requirements will be checked by the OBDD-IFA during application review; others will be verified when grant projects are monitored.

Applications from jurisdictions that fail to comply with the citizen participation requirements will not be accepted. Applicants must use the required first public notice included in this chapter.

Requirements

Every applicant must provide evidence and certify in the application and, if funded, in the grant agreement that it is following a citizen participation plan which includes at least the seven elements required in 24 CFR Part 570.486. These seven elements are presented below. Each is followed by the state standard that will be used to determine if the applicant is complying with federal requirements.

1. **Low and Moderate income Citizen Participation** - The local government must provide for and encourage citizen participation, particularly by low- and moderate-income persons who reside within the city or county in which the grant funds are proposed to be used.

State standard: Applicants must inform low- and moderate-income residents, and/or groups which represent them, of the opportunity to apply for CDBG funds. The purpose of this effort is to involve the residents in the identification of community development and housing needs including the needs of low-income and moderate-income families. The information shall include the following, at a minimum:

- a. The amount of funds available for proposed community development and housing activities;
- b. The range of activities that may be undertaken; and
- c. The location of additional information about the Oregon Community Development Block Grant program.

The department encourages the grant recipient to invite at least one organization that represents low- and moderate-income persons to the public hearing. Department staff should be contacted for suggestions if a city or county cannot identify an appropriate organization for its area.

2. **Access To Information** - The local government must ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the local government's proposed and actual use of CDBG funds.

State standard: The Oregon Public Meetings law (ORS 192.610 to 192.690) will be used by the state and local governments to assure that citizens have reasonable notice of public meetings and access to records of those meetings. The grant application must include copies of public notices and minutes from meetings about the local community

development program. Local governments must provide citizens with access to information and records about their community development program and any proposed application in accordance with the Oregon Public Records law (ORS 192.001 to 192.505).

3. **Required Information** - The local government must furnish citizens information, including, but not limited to:
 - a. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - b. The range of activities that may be undertaken with the grant funds;
 - c. The estimated amount of grant funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and
 - d. The proposed activities likely to result in displacement and the local government's antidisplacement and relocation plans required under 24 CFR Part 570.488, Part 570.606, and Part 42.
 - e. The final signed, approved meeting minutes must record/document that items a-d above were addressed during the public meeting.

State Standard: The "Public Notice and Notice of Public Hearing" included within this chapter must be used for this first hearing and for meeting this federal regulation.

Some detail in the required notice will need to be inserted by the applicant (e.g., amount of grant funds proposed to be used). Information in the notice about the amount of CDBG funds available and the range of activities that may be undertaken may vary during the program year.

4. **Technical Assistance** - The local government must provide technical assistance to groups representing persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the department. Such assistance need not include providing funds to such groups. The level and type of assistance can be determined by the jurisdiction.

State standard: The applicant must also describe in the application how it has responded to requests for technical assistance from groups representing low- and moderate-income persons, such as community action agencies. The level of assistance provided can be determined based on the applicant's staff and budget limitations.

5. **Public Hearings** - The local government must provide for a minimum of two public hearings, each at a different stage of the project, for the purpose of obtaining citizen's views and responding to proposals and questions. Together, the hearings must cover community development and housing needs, development of proposed activities and a review of program performance.

The public hearing to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of hearings and they must be held at times and locations convenient to potential and actual beneficiaries, with accommodations for the handicapped. Public notices and hearings

shall be presented and conducted in a manner to meet the needs of non-English speaking residents who can reasonably be expected to participate.

State standard: The governing body of the applicant (city council or county board of commissioners) must provide for a minimum of two public hearings at different stages of the grant project. Together, the hearings must cover community development and housing needs, development of proposed activities and a review of program performance.

Hearing #1 - The purpose of the first hearing is for the city council or county board of commissioners to take comments from citizens about both community development needs and the project proposed for grant funding prior to submitting an application to the department.

The notice form included in this chapter must be used for the first hearing. The first public hearing must be no more than 12 months old and preferably conducted during the same program year using the appropriate notice contained within this Method of Distribution. The final signed and approved meeting minutes must be submitted with the application. If the application is submitted without the final signed and approved version of the first public hearing meeting minutes, the application will be returned.

Hearing #2 - The purpose of the second hearing is for the city council or county board of commissioners to review the results of the project with citizens and to take comments about the local government's performance as part of the grant closeout process. A model notice for the second hearing is included in the Grant Management handbook.

Each hearing must be held with enough advance notice to ensure adequate opportunity for interested citizens and groups to participate. Public notice shall be made in accordance with local practice. Applicants must provide copies of the public notice, affidavit of publication or certification of posting, and final signed and approved copy of the hearing minutes from the first public hearing with the grant application and the second hearing prior to project completion. The final draft of the application must be made available to the public once it is submitted, if not before.

In the grant application, the city or county must describe how it determined whether or not non-English speaking residents were expected to participate. This information can be accessed on the American Fact Finder web site at http://factfinder.census.gov/home/saff/main.html?_lang=en. The information includes statistics about the languages spoken at home, ability to speak English, and linguistic isolation of persons living in each city and county. If any non-English language population constitutes five percent or more of the population, then the public hearing notices are required to be published or posted in those languages.

The Spanish language version of the first required public hearing notice is included in this chapter. Applicants needing assistance in reaching other language groups should contact department staff for advice.

Note: All applicants with projects that will affect structures occupied by individuals or businesses must provide written notices to the tenants about the proposed project as

required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act and Section 104(d) (URA). This initial notice is called the General Information Notice (GIN). GIN's should be issued as soon as feasible after the department's receipt of the applicant's Project Intake Form, as anyone who vacates a property after the Project Intake Form is received by the department but before receiving a GIN could have claim, against the applicant, to have been displaced by the project. Applicants must contact the Oregon Business Development Department early in the project design phase to learn if they will be affected by the URA rules.

Please note that conducting a first public hearing identifying that it is the applicant's intent to use CDBG funds for a project also will trigger the URA requirements and need for GIN notices. In this instance the URA requirement applies whether or not the department has received a Project Intake Form. (Refer to pages 4-1 and 5-1 for more specific details regarding when the URA regulations apply and how they can be triggered.)

6. **Opportunity to Comment on Proposed and Actual Activities** - The local government shall provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the local government's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.

State standard: The public must be provided the opportunity to comment on a proposed application at the public hearing held for that purpose ("first" hearing) and/or to submit written comments in accordance with instructions provided in the hearing notice.

Recipients must provide a similar opportunity for the public to comment on significant changes in an approved project. Generally, this means that if the grant recipient seeks to move grant funds to an activity that was not part of the approved project budget in the grant contract, a public hearing must be held with appropriate notice. Department staff will help the recipient determine when a proposed change is significant enough to require a hearing.

7. **Timely Response to Complaints** - The local government shall provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days when practical.

State standard: If awarded a grant, the local government will be monitored by department staff for compliance with all applicable federal and state regulations. Part of this monitoring will include checking to see that the grant recipient provides a prompt, written response to all written complaints concerning the community development program and grant project.

Required Notice For Public Hearing #1

Note: The notice on the next page is for the first required public hearing. The purpose of the hearing is to take comments from citizens on both the community development and housing needs in the city or county and the project proposed for grant funding. The final signed and approved meeting minutes must record/document that this requirement was met. The notice must be published by the applicant in accordance with local practice for notice of public hearings.

Public Notice and Notice of Public Hearing

The (city/county) is eligible to apply for a 2011 Community Development Block Grant from the Oregon Business Development Department. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes.

Approximately \$15 million will be awarded to Oregon non-metropolitan cities and counties in 2011. The maximum grant that a city or county can receive is \$2,000,000.

The (city/county) is preparing an application for a 2011 Community Development Block Grant from the Oregon Business Development Department for (name of project, location, and purpose). It is estimated that the proposed project will benefit at least (number) persons, of whom (percentage) will be low or moderate income.

A public hearing will be held by the (city council/board of commissioners) at (time) on (day) at the (location). The purpose of this hearing is for the (city council/board of commissioners) to obtain citizen views and to respond to questions and comments about: community development and housing needs, especially the needs of low- and moderate-income persons, as well as other needs in the community that might be assisted with a Community Development Block Grant project; and the proposed project.

Written comments are also welcome and must be received by (date) at (address). Both oral and written comments will be considered by the (city council/board of commissioners) in deciding whether to apply.

The location of the hearing is accessible to persons with disabilities. Please contact (name of contact person/office) at (telephone number) if you will need any special accommodations to attend or participate in the meeting.

More information about Oregon Community Development Block Grants, the proposed project, and records about the (city/county's) past use of Community Development Block Grant funds is available for public review at (location) during regular office hours. Advance notice is requested. If special accommodations are needed, please notify (name of contact person/office) at (telephone number) so that appropriate assistance can be provided.

Permanent involuntary displacement of persons or businesses is not anticipated as a result from the proposed project. If displacement becomes necessary, alternatives will be examined to minimize the displacement and provide required/reasonable benefits to those displaced. Any low- and moderate-income housing which is demolished or converted to another use will be replaced.

Aviso Público y Noticia de Audiencia Pública

La (ciudad/condado) es elegible para aplicar a un Subsidio en 2011 del Community Development Block Grant que a su vez viene del Oregon Business Development Department.

Los Subsidios del Community Development Block Grant (Bloque Subsidiario para el Desarrollo Comunitario) vienen desde el U.S. Department of Housing and Urban Development (Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos). Los subsidios pueden ser usados para instalaciones públicas y remodelación de casas, primariamente por personas con ingresos moderados o bajos.

Aproximadamente \$15 millones serán otorgados en 2011 a ciudades y condados no-metropolitanos de Oregon. El máximo de subsidios que la ciudad o el condado puede recibir es \$2,000,000.

La (ciudad/condado) está preparando una aplicación en 2011 para el subsidio del Community Development Block Grant que viene del Oregon Business Development Department para (nombre del proyecto, ubicación y propósito). Está estimado que el proyecto propuesto beneficiará a por lo menos (número) personas, de los cuales (porcentaje) serán de ingresos moderados o bajos.

Una audiencia pública se llevará a cabo por el (consejo de la ciudad/junta de comisionados) a las (tiempo) del (día) en la (ubicación).

El propósito de esta audiencia es para que el (consejo de la ciudad/junta de comisionados) obtenga puntos de vista de los ciudadanos y para responder preguntas acerca de:

Desarrollo comunitario y necesidades de vivienda, especialmente las necesidades de personas con ingresos moderados y bajos, así como también otras necesidades en la comunidad que podrían ser asistidas con un subsidio del proyecto Community Development Block Grant; and
El proyecto propuesto.

Los comentarios escritos son también bienvenidos y deben ser recibidos el (día) en la (dirección). Ambos comentarios, escritos y orales serán considerados por el (consejo de la ciudad/junta de comisionados) en decidir si aplican.

La ubicación de la audiencia es accesible para personas con incapacidades. Por favor dejar (nombre de la persona de contacto/oficina) el (número de teléfono) para saber si usted necesitará cualquier tipo de acomodaciones especiales para asistir o participar en la reunión.

Más información sobre el Oregon Community Development Block Grants, el proyecto propuesto y los pasados registros sobre la (ciudad/condados) en el uso de los subsidios del Community Development Block Grant están disponibles para la revisión pública en la (ubicación) durante las horas regulares de oficina. Se requiere del aviso anticipado. Si las acomodaciones especiales son necesitadas, por favor notifíquelo (nombre de la persona de contacto/oficina) el (número de teléfono) de modo que la asistencia apropiada pueda proveerse.

La desalojamiento involuntaria permanente de personas o negocios no es esperada como un resultado del proyecto propuesto. Si la desalojamiento llegara a ser necesaria, serán examinadas alternativas para minimizar la desalojamiento y proveer beneficios requeridos/razonables para aquellos removidos. Cualquier casa de ingreso moderado y bajo la cual sea demolida o convertida en otro uso será reemplazada.

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
April 6, 2011**

CONSENT AGENDA

1. Order #11-071 in the matter of the appointment of Elizabeth Osborne to the Wasco County Courthouse Safety Committee.
2. County Opportunity Grant Program Grant Agreement between the Oregon State Parks and Recreation Department and Wasco County.
3. Order #11-072 in the matter of the appointment of Duane Francis to the Wasco County Compensation Committee.
4. Proclamation proclaiming the Month of May, 2011 as "Arts and Culture Month".
5. Special Session Minutes of December 30, 2010.