

County Administration Workshop: October 5, 2017

9:00 a.m. – Board Conference Room

Attending: Commissioners Simon G. Hare, Lily N. Morgan, and Daniel E. DeYoung; Wendy Watkins, Recorder

Chair Simon G. Hare called the meeting to order at 9:00 a.m.

1. LEGAL

A. Assistant County Counsel I and II Job Descriptions

The Board briefly discussed using revenue from marijuana taxes to fund a new Assistant Legal Counsel, Code Enforcement Officer and Sheriff Deputy Positions. One idea was to have a Deputy dedicated to marijuana related investigations. The Board agreed to discuss this at next week's General Discussion with Legal Counsel, Julie Schmelzer, Community Development Director and Sheriff Daniel.

B. Draft Resolution No. 2017-047; In the Matter of Expressing No Confidence in the U.S. Forest Service Management

Wally Hicks, County Legal Counsel, mentioned Dave Streeter, Forestry Manager, made some changes to the Resolution. Commissioner Hare said he would like to take this to his AOC Meeting in Salem next Monday and will come back next week with feedback.

C. Real Property Specialist Job Description

Mr. Hicks said he would like to update the job description for the Real Property Specialist position and the Board has requested more time to research the long term strategic plan associated with this position.

2. DEPARTMENT BUSINESS

A. Community Development

1) Department of Land Conservation Development (DLCD) Grant Support Letter

2) Rural Land Development Code (RLDC) Resource Zones Update

Julie Schmelzer, Community Development Director, explained in spring of 2017 DLCD had grant dollars and offered to update the resource zone sections of the RLDC. They were not able to complete the work but does have more funding and offered to use the money to complete the update.

3) Proposed Housing Amendments

Ms. Schmelzer would like to start drafting up the proposed housing amendments. They get plenty of calls each day regarding accessory of dwelling units on properties and she would like the Board's blessing to initiate an application on this to begin drafting them and get something in place.

4) Ordinance No. 2017-002

The Board tabled this item until the General Discussion on October 10, 2017 when the full Board is present.

B. Community Corrections - Gaoiran

1) Intergovernmental Agreement 153330 with the State of Oregon and Josephine County Community Corrections for Alcohol and Drug Free Housing Assistance

Nate Gaoiran, Community Corrections Director, discussed for the past three biennia, Community Corrections has been successful in obtaining funding from the Oregon Health Authority in support of alcohol and drug free housing. This funding has now been renewed for the current biennium and, in a joint effort with Welcome Home Oregon Inc., will be used to provide housing coordination services and administrative oversight at the three transitional houses operated by Community Corrections. These transitional houses assist offenders returning to Josephine County from prison in establishing a positive, clean and sober, structured living environment while seeking employment and participating in treatment

programs. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

2) Grant Agreement with the State of Oregon and Josephine County Community Corrections for Josephine County Drug Court

Mr. Gaoiran mentioned Community Corrections was recently awarded a grant by the Oregon Criminal Justice Commission for the period July 1, 2017 through June 30, 2019. Grant monies will fund the Drug Coordinator position with the Oregon Judicial Department, a .5 FTE Parole/Probation Office, as well as continued funding to Choices Counseling Center for the PRO-Team component of Drug Court. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

C. Airports - Graves

1) Contract Between Josephine County Airports and Kunert Electric for Grants Pass Standby Generator

Larry Graves, Airport Manager, advised this project is funded by ConnectOregon Grant VI for \$137,900. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

2) Change Order No 1 to FAA Grants 10 Between Josephine County Airports and Copland Paving Inc. for Decreased in Borrow Excavation for Westside Hangar Access and Taxilane Construction

Mr. Graves reported this project is funded by FAA Grant 3-41-0023-010-2014 for \$1,068,061 along with a COAR Grant for matching funds of \$67,245. The original contract with CPI was \$249,605 and this Change Order is for a reduction of \$3,000 to the contract. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.*

3) Supplemental Agreement No 1 to FAA Grant 10 Between Josephine County Airports and Copeland Paving Inc. to Increase Contract for Westside Hangar Access and Taxilane Construction

Mr. Graves discussed this project is funded by FAA Grant 3-41-0023-010-2014 for \$1,068,061 along with a COAR Grant for matching funds of \$67,245. The original contract with CPI was \$249,605 and this Supplemental Agreement will increase the contract by \$141,905. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

3. QUARTERLY DEPARTMENT UPDATES

A. Human Resources

JJ Scofield, Human Resources Director, discussed the following items:

- He would like to move the Authorized Administrator position back to the Public Health Director. The Board agreed. Cherryl Walker, Interim Public Health Director, said she will notify the State of the change.
- Finished open enrollment.
- New clerk in their office is working out very well working part-time in Finance and part-time in HR.
- Have been advertising with governmentjobs.com and getting a huge applicant pool now.

1) Request for MOU approval with AFSCME Bargaining Unit

Mr. Scofield explained with the County going to a bi-weekly payroll there was an issue with part-time employees holiday pay and this MOU will resolve an issue with calculation of part time holiday pay.

The Board is in recess at 10:42 and reconvened at 10:47 a.m.

B. Fairgrounds

Peggy Anderson, Fairgrounds Manager, reviewed **Josephine County Fairgrounds and Event Center Department Update (Exhibit 1)** with the Board.

4. FINANCE REPORT and BUSINESS UPDATE

- A. Agreement No. 155519 Between the State of Oregon Health Systems Division Adult Behavioral Health and Josephine County**
- B. Grant Agreement Between Josephine County and Options for Southern Oregon Inc. for the Adult Mental Health Initiative by Intergovernmental Agreement No. 155519**
- C. Contract Between Josephine County and Options for Southern Oregon for Supported Employment and Supported Education Services**
- D. Amendment to Grant Agreement Between Josephine County and Options for Southern Oregon for Adult Mental Health Initiative IGA 148514**
- E. Josephine County Grant Agreement Amendment No. 1 with Options for Southern Oregon to Provide Services for the Psychiatric Security Review Board (PSRB)**

Arthur O'Hare, Finance Director, discussed these five biennial contracts are with Oregon Health Authority to provide mental health services in Josephine County. *Staff was directed to place the five items on the Consent Calendar on next week's Weekly Business Session Agenda.*

- 5. OTHER BUSINESS** (ORS 192.640(1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")
None heard.

6. BOARD BUSINESS

A. Matters from Commissioners

None reported.

Meeting adjourned at 11:30 a.m.

EXHIBITS:

Exhibit 1 – Josephine County Fairgrounds and Event Center Department Update



Josephine County Fairgrounds and Event Center
PO Box 672 - 97528
1451 Fairgrounds Rd. - 97527
Grants Pass, OR
Office: 541-476-3215
Fax: 541-476-1027
www.co.josephine.or.us
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Exhibit 1
Admin
10/5/17

Board of Commissioners Meeting October 5, 2017

Fair

Similar numbers to last year. Sponsorship and carnival up, gate about 5,000 off from last year overall at gate but other areas such as Carnival, Parking and Food Vendors are up from previous year. Currently working on several new sponsors this year plus sponsor that has agreed to sponsor a 1 time national act.

Online Ticketing- with Sapphire coming here to do a presentation for future. Will be instrumental for reserved seating for a National Act.

Truck and Tractor Pulls on the list for 2018. Also exploring

Waiting in financials through September to show true picture from this year's fair. Attending Oregon

Grounds Cleanup- Mark O'Dell has done an awesome job covering for veteran staff who retired last month. Fair cleanup was fast and ahead of previous years

Two fair Board Members (New ones) Mark Koberstein and Lonnie Johnson will be attending Oregon Fair Conference October 26-29th in Albany.

Fairgrounds

Longtime staff resigned last month, in process of filling a .5 position.

BMX-running 3 times a week: Tues, Wed & Sat

Grounds Cleanup- Go look around- and Thank Mark and his team-Ready to start winterizing

Trespass- Young man was trespassed just about a year ago. He was involved in an accident and since his family live on the grounds was allowed to remain after fair. The county is in the process of having him removed or our camp host runs the risk of losing his position on the grounds.

Stalls have been completely locked up due to vagrant population being locked up. Many stalls are in need of repair. New have at least 30 that we never use that have some major issues. In contract for SOHRA for 2018 there has been no new horse racing increases since 2012, possible thought to fix stalls in contract for 2018 since we only use up to 30 stalls all year around. Need tailings in spring or leftovers of a project for roadway into stalls. Currently 15 horses being boarded currently.

Now taking RV's, Boats, Cars and Trailers in Dairy Barn for Storage



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Growers Market- Bob Schaller is retiring- Finishing contract with Growers Market Board

Arena/Arena Roof- Discussion of long range planning. Have been visiting with Ryan Johnson from Facilities about a long term plan to remove existing structure and replace with Multi-Purpose structure. 4 High School Equestrian teams will start practice the first week in November. We have picked up ½ of the Southern Oregon Barrel Racing Association meets this year due to improved footing and painting of inside rails of arena. Also meeting with an Event Planner about a 3 day Horse Show in May.

Long Range Planning- two meetings scheduled, next week October 10th at 5:00pm-7:00 PM in the Host House and Sunday November 19th for a longer work session.

US Cell Tower- Possible discussion updating existing cell tower in the back by the 32 stalls

Donation Letter- In the works for the fairgrounds.

As most of you know when have become the Red Cross Evacuation Center for the fires. We were not placed into action but we were on standby. I was invited to be part of the team and was engaged through the process.

Bingo- Friends of the Fair- Asking for increase in rent. So far very limited financial contributions from Friends of the Fair and raising rent and legal is putting together contract for 2018.

Car Swap Meet- Very Successful- Next year already planning on a regular Swap Meet in conjunction with a possible car show.

Dutch Bros- Exercised their option for the infield of the race track and have received 2 payment already.

Peggy D Anderson