

MALHEUR COUNTY BUDGET BOARD MEETING

APRIL 27, 2016

The Malheur County Budget Board met with Judge Dan Joyce, Commissioner Don Hodge, and Commissioner Larry Wilson present; Budget Board members present were Nancy Anthony and Ron Haidle; and Budget Officer Lorinda DuBois. Notice of the meeting was published in the Argus Observer.

Also present was Larry Meyer of the Argus Observer.

SNAKE RIVER TRANSIT

MCOA&CS (Malheur Council on Aging and Community Service) Executive Director Loni Debban and Agency Coordinator April MacKenzie met with the Budget Board and requested funding to be used as match dollars for grants supporting the routed transportation system and the commuter system in the amount of \$15,000.

POVERTY TO PROSPERITY (P2P)

Riley Hill met with the Budget Board and requested financial support in the amount of \$5,000 to support the efforts of Poverty to Prosperity. The board members consist of the same five board members when P2P was formed; the board members have traveled to Salem various times for a variety of lobbying efforts (P2P monies are not used for the board member travel expenses).

Budget Board member Richard Eiguren joined the meeting.

Vale, Nyssa, and Ontario School Districts, ESD (Education Service District) and TVCC (Treasure Valley Community College) are working together in the Career Technical Education (CTE) program. Many grants have been obtained to assist with the efforts of P2P. Last year an Automated Systems Program was started; and next year an EMT (Emergency Medical Technician) program will begin.

VETERANS SERVICE

Veterans Service Officer Connie Tanaka met with the Budget Board and discussed Page 32 - Veterans Service; and Page 68 - CVSO (County Veterans Service Officer) Expansion Fund. Mr. Tanaka assists eligible veterans, spouses, dependents, or survivors of eligible veterans with applying for benefits and aid for which they are entitled to by federal and state laws and regulations. Funding is from both the State and County. A Miscellaneous Vet Expenses line-item was added to the 2016/2017 budget at the earlier recommendation of Judge Joyce. The State funding in the CVSO Expansion Fund is somewhat less than last year as Polk County is starting a Veterans Service Office and the funding is distributed throughout the various County Veterans Service Offices in the state. The Budget Board approved Page 32 - Veterans Service; and Page 68 - CVSO Expansion Fund.

ASSESSOR

Assessor Dave Ingram met with the Budget Board and discussed Page 6 - Assessor; and Page 70 - GIS (Geographical Information System) Maintenance Fund. The appraisal area for this next year will be Ontario, The Small Equipment request is for 2 chairs and 2 printers. The GIS staff member is very busy and does projects for various entities. The Budget Board approved Page 6 - Assessor; and Page 70 - GIS Maintenance Fund.

JUVENILE DEPARTMENT

Juvenile Department Director Susan Gregory met with the Budget Board and discussed Pages 16-17 - Juvenile Department; Page 60 - Juvenile Crime Prevention; and Page 78 - MS11 Detention. The Juvenile Department helps protect the community by holding youth accountable; the department supervises youth who are on probation in the community and refers them to services. A lot of effort is spent on prevention activities.

Page 60 - Juvenile Crime Prevention (JCP). These are grant funds from the state; funds are used for detention, electronic monitoring, and work crew wages to pay restitution to victims.

Page 78 - MS11 Detention. This is a special fund for Measure 11 Detention youth. Detention currently costs about \$160 per day; Measure 11 youth going to trial usually take 6 to 12 months and are normally incarcerated while awaiting trial. Funds in this budget are not expended unless the detention line-item in the other budgets are exhausted.

The Budget Board approved Pages 16-17 - Juvenile Department; Page 60 - Juvenile Crime Prevention; and Page 78 - MS11 Detention.

ELEVATOR PROJECT FUND

The Budget Board reviewed and approved Page 79 - Elevator Project Fund. The County has committed \$25,000 for construction funds for a potential elevator project.

PLANNING DEPARTMENT

Planner Alvin Scott met with the Budget Board and discussed Page 19 - Planning/Zoning. Mr. Scott noted that there have been several solar projects approved recently in the County; and construction of several onion storage sheds. Additionally, there may be an LCDC (Land Conservation & Development Commission) non-resource lands workgroup formed; the governor will appoint a rules advisory committee and Mr. Scott intends to volunteer for an appointment to the committee.

The Budget Board had questions on the taxes on solar projects. Assessor Dave Ingram was brought back to the meeting. Mr. Ingram explained that there is recent new legislation regarding solar projects; it is \$7000 per megawatt fee in-lieu of taxes for a period not to exceed 20 years. The Budget Board approved Page 19 - Planning/Zoning.

DISTRICT ATTORNEY

Assistant District Attorney Erin Landis, Management Assistant Marilee Aldred, and Victims Advocate Director Cindy White met with the Budget Board and discussed Pages 9-10 - District Attorney. Mr. Landis discussed the request for desktop scanners. The office uses a paperless

system; and Circuit Court is going to an electronic filing system in June. The requested budget for Small Equipment includes funds for three scanners; the proposed budget is for one. Mr. Landis explained that the plan is to rotate three scanners per year; there are currently 9 desktop scanners in the office. Ms. DuBois noted that the Small Equipment budget for the current year has not been expended; the scanners budgeted for this fiscal year have not been purchased. Ms. Aldred explained that her understanding was that funds had not been appropriated for scanners; Mr. Landis and Ms. Aldred assured Ms. DuBois that the funds would be used for scanners before the end of the fiscal year; however, funds for the purchase of three additional scanners in the next fiscal year are still needed.

Ms. Aldred, Ms. White, and Mr. Landis left the meeting.

The Budget Board reviewed the remainder of the District Attorney's budgets, including: Page 11 - VOCA (Victims of Crime Act) Grant; Page 12 - CAMI (Child Abuse Multi-disciplinary Intervention) Grant; Page 13 - VAWA Grant; Page 15 - Unitary Assessment; and Page 52 - DA (District Attorney) Enforcement.

Page 13 - VAWA (Violence Against Women Act) Grant. The grant was not received; the requested budget was for the victims advocate paid by this grant to be absorbed into the general fund budget; the proposed budget eliminates this position.

Consensus of the Budget Board was to appropriate funds in Small Equipment for three scanners; with the additional dollars needed to be subtracted from other line-items in the District Attorney's budget. Agreed upon changes were: Office Supplies reduced to \$3500; Discovery Costs reduced to \$14,473; Books /CD Service reduced to \$500; Equipment Repair reduced to \$500; and Small Equipment increased to \$2637. The Budget Board approved Pages 9-10 - District Attorney; Page 11 - VOCA Grant; Page 12 - CAMI Grant; Page 13 - VAWA Grant; Page 15 - Unitary Assessment; and Page 52 - DA Enforcement.

ENVIRONMENTAL HEALTH

Environmental Health Director Craig Geddes met with the Budget Board telephonically and discussed Page 20 - Solid Waste; and Page 31 - Environmental Health. Page 20 – Solid Waste. DEQ (Department of Environmental Quality) Surcharges are increasing; consequently landfill rates will increase July 1, 2016. Page 31 - Environmental Health. The requested budget includes funds for part-time help (10 hours per week) for scanning of approximately 3500 septic system files. Mr. Geddes explained the scanning project; the septic files are scanned and then interfaced with a GIS Google Maps program which allows for electronic access and sharing of the records. It is projected that all the files could be scanned and merged into the GIS program in one year (with a person dedicated to the project 10 hours per week).

Mr. Geddes disconnected from the session and the Budget Board continued to discuss the part-time help request. It was suggested that perhaps a TVCC student or high school student could work on the scanning project for school credit at no cost to the County. Overall consensus was that the project would be beneficial to both staff and the public. After discussion, the Budget Board approved reinstating the part-time help request into the Environmental Health budget with the note that efforts be made to utilize volunteers for the project (Line-item 101-422-510-1400

Part-Time help \$5,070; and \$506 added to Payroll Costs). The Budget Board approved Page 20 - Solid Waste; and Page 31 - Environmental Health.

SURVEYOR/ENGINEER

Surveyor/Engineer Tom Edwards met with the Budget Board and discussed Page 38 - County Surveyor; and Page 46 - Surveyor Corner Preservation. Changes from last year are in Personal Services. The Budget Board approved Page 38 - County Surveyor; and Page 46 - Surveyor Corner Preservation.

CLERK'S OFFICE

Clerk Deborah DeLong met with the Budget Board and discussed Page 5 - County Clerk; and Page 71 - Clerk Records Fund. Ms. DeLong gave a brief overview of the various duties in her office; as well as shared stats for revenues collected in 2015. The Small Equipment request is for a probate docket. The Clerk Records Fund is for archiving and digitizing of permanent records. The Budget Board approved Page 5 - County Clerk; and Page 71 - Clerk Records Fund.

The meeting recessed for lunch.

Mark Mackenzie and Roger Carson joined the meeting.

FAIR

Fair Manager Lynelle Christiani, and board members Prudi Sherman and Kitty Trolard met with the Budget Board and discussed Pages 56-58 - County Fair Fund. Ms. Christiani shared a list of facility conditions and concerns; included in the list are repairs to the Sheep Show Ring, Grandstands, Girvin Hall, Horse Barns, Commercial Building, Weed Maintenance, Lawn Maintenance, and Caretaker House. The proposed budget includes a transfer from Economic Development to the Fair Budget in the amount of \$20,000. The Fair is using volunteers as much as possible and always looking for more volunteers. It was suggested that Ms. Christiani contact Greg Smith at Economic Development about possible grant opportunities. It is hoped to have the Girvin Hall shower project completed before Fair this year. Judge Joyce noted that he would like the banners in the beef ring left up the entire week of the Fair. Ms. Christiani explained that the Fair sells banners for the rodeo arena; however the fair does not receive any proceeds from the Cattlemen's banners in the beef ring. It was explained that the Board is working to implement a policy that all advertising is removed once an event is completed. Commissioner Hodge said that the Board and Cattlemen's Association need to work it out. The Budget Board approved Pages 56-58 - County Fair.

ROAD DEPARTMENT

Road Supervisor Richard Moulton met with the Budget Board and discussed Page 33 - Marine & Park; Pages 40-42 - Road Fund; Page 43 - Major Bridge Fund; Page 44 - Road Equipment Fund; and Page 45 - Road Improvement Fund. Also present was Surveyor/Engineer Tom Edwards, Roger Carson and Mark Mackenzie.

Page 33 - Marine & Park. Slight increases to Bully Creek - Grounds; and Materials & Supplies.

Pages 40-42 - Road Fund. Revenues in Special County Allotment and Gas Apportionment are estimates. Exchange Fund revenue is funds for two years as the State is one year behind in getting the funds to the County. Personal Services are a little lower due to new hires. Fuel prices have been lower so there was a savings in that line-item. Asphalt Oil line-item will be used to pay the County's portion of the Juntura Cut-Off Road project (\$125,000) (it may be possible to also use a small amount of Economic Development funds for the project).

Page 43 - Major Bridge Fund. Reserve fund for major bridge projects in the County (including road districts).

Page 44 - Road Equipment Fund. Currently making payments on a loader and grader.

Page 45 - Road Improvement Fund. No current projects.

Mr. Mackenzie noted that the advisory board wants to pool funds in the budget for a few years for gravel projects in the Jordan Valley area.

The Budget Board approved Page 33 - Marine & Park; Pages 40-42 - Road Fund; Page 43 - Major Bridge Fund; Page 44 - Road Equipment Fund; and Page 45 - Road Improvement Fund.

45TH PARALLEL FUND

The Budget Board discussed and approved Page 81 - 45th Parallel Fund. Funds can only be expended upon agreement of the District Attorney and County Court.

INSURANCE RESERVE

The Budget Board discussed and approved Page 84 - Insurance Reserve. General Fund transfer in the amount of \$150,000; increased the Liability/Fire Payment line-item.

CAR POOL FUND

The Budget Board discussed and approved Page 85 - Car Pool Fund.

GENERAL COUNTY EQUIPMENT FUND

The Budget Board discussed and approved Pages 87-88 - General County Equipment Fund.

NON PROGRAM

The Budget Board discussed and approved Page 22 - Non Program.

ECONOMIC DEVELOPMENT

The Budget Board discussed and approved Page 39 - Economic Development. Appropriations from Technical Assistance, line-item 5405, are: SWCD \$10,000; Poverty to Prosperity \$5000; and SREDA (Snake River Economic Development Alliance) \$1,000. Transfers from the Economic Development budget include: County Fair \$20,000; Extension Service \$20,000; Special Transportation Fund \$15,000; and Bookmobile \$6,000.

SHERIFF'S OFFICE

The Sheriff's Office budget was further discussed. Consensus was to deny the request for a part-time ordinance officer; as was the request for a third vehicle in Capital Outlay. The Budget Board approved Pages 23-24 - Sheriff; Page 25 - Jail; Page 26 - MCSO Communication Center; Page 27 - Emergency Management; Pages 47-48 Community Corrections; Page 50 - Boat License Fund; Page 51 - Corrections Assessment; Page 54 - Task Force Fund; Page 61 - 911 Fund; Page 62 - Traffic Safety Fund; Page 69 - Search & Rescue Fund; Page 77 - Federal Forfeiture Fund; and page 82 - Work Release Construction Fund.

COURT FACILITIES SECURITY

Page 63 - Court Facilities Security was further discussed and approved as proposed.

COUNTY COURT

Page 2 - County Court was further discussed; the Budget Board discussed the request to move the Executive Assistant position from .8 FTE to full-time. The office currently closes at 3 pm each day; moving the position to full-time would enable the office to be open until 5pm as are the other County offices in the courthouse. Ms. Anthony moved that the position be moved to full-time in the budget. Mr. Eiguren seconded and the motion passed unanimously. The Budget Board approved page 2 - County Court

PAGE 21 - CONTINGENCY

Page 21 - Contingency was approved at \$219,485.00 as calculated after all changes.

APPROVALS

Mr. Haidle moved to approve the budget for the Malheur County Ambulance Service District for the 2016-17 fiscal year in the amount of \$443,950. Commissioner Hodge seconded and the motion passed unanimously.

Commissioner Wilson moved to approve the budget for the Malheur County Agricultural Educational Extension Service District for the 2016-17 fiscal year in the amount of \$609,528; and moved to approve property taxes for the 2016-17 fiscal year at the rate of \$0.23 per \$1,000 of assessed value for operating purposes in the District Special Fund. Mr. Haidle seconded and the motion passed unanimously.

Judge Joyce moved to approve the budget for the 2016-17 fiscal year in the amount of \$25,602,005; and moved to approve property taxes for the 2016-17 fiscal year at the rate of \$2.5823 per \$1,000 of assessed value for operating purposes in the General Fund. Mr. Eiguren seconded and the motion passed unanimously.

Agreed upon changes can be found on instrument # [2016-1538](#)

ADJOURNMENT

The Budget Meeting was adjourned.

Meeting Minutes of the Compensation Board can be found on instrument # [2016-1537](#)