

**MALHEUR COUNTY BUDGET COMMITTEE MEETING MINUTES
APRIL 18-19, 2023**

The Malheur County Budget Committee convened on April 18, 2023 at 9:00 a.m. in the County Court Office of the Malheur County Courthouse to consider the 2023/2024 budget with Judge Dan Joyce, Commissioner Ron Jacobs, and Commissioner Jim Mendiola; Budget Committee Member Lee Newman; and Budget Officer Lorinda DuBois present. Budget Committee Members Bob Skinner and Janice Belnap were absent. Those persons discussing the budget with the Budget Committee were present electronically or in-person as were members of the media and public. Notice of the meeting was published in the Argus Observer and on the County website and emailed to the Argus Observer, Malheur Enterprise, and those persons who have requested notice. The meeting was audio recorded. The agenda is recorded as instrument # 2023-1179

BUDGET MESSAGE & APPOINTMENT OF CHAIR

Judge Joyce welcomed everyone and expressed appreciation for the volunteers' service and thanked Ms. DuBois for her work on the budget. Commissioner Jacobs also expressed appreciation to the volunteers and Ms. DuBois. Judge Joyce agreed to Chair the meeting.

INFORMATION SERVICES (IS) DEPARTMENT

IS Director Joshua Kreger discussed and answered questions concerning Page 3 – Information Services; and Page 83 – IS Tech Fund. Small Equipment projects are to update the County Court remote meeting technology and (2) surface pros for the Commissioners. Cloud Services line item was eliminated; it was decided not to move to Office 365 because of costs.

COUNTY COURT

Page 2 – County Court was reviewed.

COUNTY COUNSEL

Page 4 – County Counsel was reviewed.

PREDATORY ANIMAL CONTROL

USDA (United States Department of Agriculture) APHIS (Animal and Plant Health Inspection services)/Wildlife Services Wildlife Specialist Scott Phillips gave an update on predatory animal control activities and answered questions; funding requested for the Wildlife Services program is \$87,000. Page 21 - Non-Program, line-item 5-20-8020 Predatory Animal Control also includes funding for the County's landowner cost share fly program. See instrument # 2023-1181 for the written correspondence.

ADMINISTRATIVE OFFICE

Page 7 – Administrative Office was reviewed. Outside Consultation is a new line-item and is for services from HR (Human Resources) Answers.

COURT SECURITY; DRUG COURT; MEDIATION

Trial Court Administrator Marilee Aldred discussed Page 62 – Court Facilities Security; Page 63 – State Drug Court Fund; and Page 64 – State Mediation Fund. These are special fund budgets and can only be used for specific uses designated for the fund.

JUVENILE DEPARTMENT

Juvenile Department Director Ted Martinez discussed and answered questions concerning Pages 15-16 – Juvenile Department; Page 59 – Juvenile Crime Prevention; and Page 72 – MS 11 (Measure 11) Detention Fund. The department currently has a counselor vacancy, office manager vacancy, and the clerk position will be vacant soon. Three new desks are requested in the Small Equipment line-item. Grant revenues are projections; the State should solidify the numbers in May. Detention costs have increased.

WATERMASTER

Page 35 – Watermaster was reviewed. The State Watermaster office is in the Courthouse; the budget is \$1,000.

ECONOMIC DEVELOPMENT FUND

Page 39 – Economic Development Fund was discussed. This budget includes funding to support operations of Malheur County Development Corporation (MCDC); funding for a County Economic Development Coordinator (vacancy is currently advertised); and funding for other entities such as the Bookmobile, Special Transportation Fund, SWCD (Soil & Water Conservation District) and SREDA (Snake River Economic Development Alliance). Revenue in this fund is from lottery dollars.

ASSESSOR'S OFFICE

Assessor Dave Ingram discussed and answered questions concerning Page 6 – Assessor; and Page 68 – GIS (Geographical Information System) Maintenance Fund. Mr. Ingram presented the County Assessment Function Funding Assessment (CAFFA) grant application through Department of Revenue to the Court in March; this grant partially funds the office and certifies budget appropriations for the department; Department of Revenue has approved the grant.

CLERK'S OFFICE

Clerk Gayle Trotter discussed and answered questions concerning Page 5 – County Clerk; and Page 69 – Clerk Records Fund. Presidential Primary election is in 2024. Rank Choice Voting legislation is currently under consideration in Oregon.

LAW LIBRARY

Page 50 – Law Library was reviewed.

PLANNING DEPARTMENT/ENVIRONMENTAL HEALTH DEPARTMENT

Planning Department Director/Interim Environmental Health Department Director Eric Evans discussed and answered questions concerning Page 18 – Planning/Zoning; Page 19 – Solid Waste;

and Page 31 – Environmental Health. Contracted Services in the Planning budget is for a possible future residential lands project. Maintenance increase in Solid Waste is for engineering services for the DEQ (Department of Environmental Quality) financial assurances plan cost estimates for the landfill closure and reclamation. Additionally, the methane monitoring consultant is retiring and it is unknown at this time how much a replacement consultant may be. Telephone/Internet is for the Landfill after the power project is completed. An EH (Environmental Health) Specialist position was added to the Environmental Health budget.

POVERTY TO PROSPERITY (P2P)

Riley Hill with Poverty to Prosperity requested funding to support efforts of P2P (Poverty to Prosperity). Mr. Hill has been meeting with BOLI (Bureau of Labor and Industries) discussing youth apprenticeship programs; he is also on the Governors Housing Production Advisory Council. Funding to support P2P is appropriated from the Technical Assistance line in the Economic Development budget. Commissioner Jacobs suggested contributing \$10,000 to P2P; Judge Joyce concurred and Commissioner Mendiola concurred.

TAYLOR GRAZING FUND

Page 54 – Taylor Grazing Fund was reviewed; this is federal funding and is used for range improvement projects. \$25,000 is transferred to the County weed department.

SPECIAL TRANSPORTATION FUND

Page 58 – Special Transportation Fund was reviewed. Revenue is ODOT (Oregon Department of Transportation) Grant funds for transportation purposes and the County subcontracts with MCOA&CS (Malheur Council on Aging and Community Services) to provide the services. The “5311 Match” is in this budget.

MENTAL HEALTH FUND

Page 65 – Mental Health Fund was reviewed; funds are from the State and passed thru to Lifeways for mental health services.

DOG CONTROL/ANI-CARE ANIMAL SHELTER

Amanda Grosdidier with Ani-Care Animal Shelter discussed the “Dog Control” line-item on Page 21 – Non-Program. Ani-Care is requesting a 10% increase to its contract (\$3,730.82 per month). The contract is for abandoned or stray canines located in Malheur County – not city limits. There are extra funds in this line-item in case needed for situations such as quarantine holds.

ONTARIO COMMUNITY LIBRARY

Ontario Community Library Director Darlyne Johnson discussed Page 34 – Ontario Community Library. The library is requesting funding for Bookmobile services outside the District’s boundaries; the District requested \$10,000. The funds are transferred from the Economic Development budget to the Library budget.

45TH PARALLEL FUND

Page 73 – 45th Parallel Fund was reviewed; funds can only be expended upon the agreement of the District Attorney and County Court. District Attorney Goldthorpe has previously indicated he would not object to transferring the funds out of this budget.

RELOAD/INDUSTRIAL PARK PROJECT

Page 76 – Reload/Industrial Park Project was reviewed; the interest and principal payment for the Special Public Works Fund loan is budgeted in this fund. (The funds are transferred from the Economic Development Fund.)

OPIOID SETTLEMENT FUND

Page 78 – Opioid Settlement Fund was reviewed; these funds can only be used for specific purposes as stated in the settlement agreement.

INSURANCE RESERVE

Page 81 – Insurance Reserve was reviewed. The County is self-insured for unemployment.

CAR POOL FUND

Page 82 – Car Pool Fund was reviewed. The fleet management software program will be removed; other alternatives are being looked at.

GENERAL COUNTY EQUIPMENT FUND

Pages 84-85 – General County Equipment Fund was reviewed. The Courthouse phone system, postage machine and copy machine are in this fund. Saving for specific future projects is also in this budget. The Sheriff's storage facility that was in this fund is now Sheriff Equipment - in-car computers and cameras and body cams were purchased and future funding will be needed to update and replace the equipment.

The meeting recessed for lunch.

The meeting resumed after lunch.

The County budget meeting was closed and the Malheur County Agricultural Educational Extension Service District budget meeting was opened.

EXTENSION TAX SERVICE DISTRICT

Notice of the Malheur County Agricultural Educational Extension Service District budget meeting was published in the Argus Observer. OSU (Oregon State University) Eastern Region Regional Director Natalie Kinion and Malheur Experiment Station Director Stuart Reitz reviewed the budget for the tax service district. Also present were Extension District Advisory Board Members Jeff Burkhardt and Paul Skeen. Funds are split between Extension Service and the Experiment Station. The Experiment Station uses the funds primarily for personnel. The Extension Service uses the funds for personnel and operating expenses. There is a large amount of funds in

Contingency, partly due to a shortage of staff. The Crops/General Ag Education agent will start July 2023. Mr. Skeen expressed his thoughts on the importance of the Experiment and Extension programs.

The Extension Service District budget meeting was closed and the County budget session was reopened.

EXTENSION SERVICE

Page 36 – Extension Service was discussed. The County provides an Office Manager at the Extension Office. No County funds are proposed in the Materials & Services budget. The Extension Service requested that County general funds be reinstated in the Materials & Services budget in the amount of \$14,904. Ms. Kinion explained that an advisory council was formed and it is hoped to create a position from the carryover funds in the Tax Service District budget.

MALHEUR COUNCIL ON AGING & COMMUNITY SERVICES (MCOA&CS)

MCOA&CS Transportation Project Manager Brittany White discussed the funding request to help support public transportation services. \$15,000 was requested to utilize as match funds for the 5311-transportation grant; this request is in the Special Transportation Fund budget.

VETERANS SERVICE

Veterans Service Officer Connie Tanaka discussed and answered questions concerning Page 32 – Veterans Service; and Page 66 – CVSO (County Veterans Service Officer) Expansion Fund. Mr. Tanaka assists veterans with filing for service connected disability compensation; non-service connected pensions; education benefits; VA (Veterans Administration) home loan certificates of eligibility; state benefits such as property tax exemptions, free hunting and fishing licenses, state parks passes, permanent veterans license plates; rides to medical appointments; and also assists surviving spouses of veterans with survivor pensions, property tax exemptions, dependency and indemnity compensation, and burial and plot allowances.

COURTHOUSE

Maintenance Supervisor Don Dalton discussed and answered questions concerning Page 17 – Courthouse. Capital Outlay proposed project is to epoxy the foyer of the Sheriff's Office. Mr. Dalton also plans to do some LED (Light-Emitting Diode) lighting upgrades.

EXTENSION SERVICE

The Extension Service fund was further discussed. Currently the proposed budget is funding through the County general fund only for the salary and payroll costs of the County office manager position. No County general funds are proposed for Materials and Services as the Tax Service District budget has over \$1.4 million in Contingency. (Extension has requested \$14,904 from County general fund for Materials & Services.)

TREASURER/TAX OFFICE

Treasurer/Tax Collector Jennifer Forsyth discussed Page 8 – County Treasurer/Tax. Travel was increased as Ms. Forsyth will no longer be sharing travel costs with the Baker County Treasurer due to her retirement. Office Supplies includes funds for a new safe.

SHERIFF'S OFFICE

Undersheriff Dave Kesey, Lieutenant Rachel Reyna, and Lieutenant Jim St. Michell discussed and answered questions concerning Pages 22-23 – Sheriff; Pages 24-25 – Jail; Page 26 – MCSO (Malheur County Sheriff's Office) Communication Center; Page 27 – Emergency Management; Pages 48-49 – Community Corrections; Page 51 – Boat License Fund; Page 52 – Corrections Assessment; Page 55 – Task Force Fund; Page 60 – 911 Fund; Page 61 – Traffic Safety Fund; Page 67 – Search and Rescue Fund; Page 71 – Federal Forfeitures Fund; and Page 80 – Work Release Construction Fund.

Pages 22-23 – Sheriff: A Recruitment Expense line was added; Rent revenue is from the business renting in the recently purchased Ironhead property; the Custodial Contract is for weekly cleaning service in certain areas of the facility; Small Equipment includes the annual taser payment; and Capital Outlay is for vehicles.

Pages 24-25 – Jail: Capital Outlay is for a washer and dryer.

Page 26 – MCSO Communication Center: Dispatch has two vacancies

Page 27 – Emergency Management: Some of the projects in the current fiscal year may not be completed and will carry over into this next fiscal year.

Pages 48-49 – Community Corrections: An additional probation officer position was added; increased the Training Equipment line-item - includes the taser contract; and Small Equipment is for rotation of computers (10), 2 handheld radios, and 1 car radio. Supervision fees can no longer be collected due to legislative changes. The majority of revenue is from Department of Corrections.

Page 51 – Boat License Fund: Idaho Power donated a boat and the Court previously approved using ARPA (American Rescue Plan Act) funding to replace the engine for use on the Snake River. This fund pays for 1 full time marine deputy and 5 months of a second deputy. A new boat is coming from Oregon State Marine Board; after it is received the North River boat will be sold.

Page 52 – Corrections Assessment: This fund helps pay for the Program Coordinator; jail programs are in the jail and at Community Corrections.

Page 55 – Task Force Fund: Has a very small amount of funds remaining.

Page 60 – 911 Fund: Funds are transferred once a year to the MSCO Communication Center.

Page 61 – Traffic Safety Fund: Small amount of funds in this budget.

Page 67 – Search and Rescue Fund: The Sheriff plans to buy equipment with the remaining funds in this budget and close this fund.

Page 71 – Federal Forfeitures Fund: Reporting for this fund is getting caught up.

Page 80 – Work Release Construction Fund: Community Corrections no longer has a Work Release Center. Lt. St. Michell explained that the HVAC (Heating Ventilation and Air Conditioning) units at the Community Corrections facility need replaced and inquired if funding in the Work Release Construction Fund could assist with the associated replacement costs.

The meeting recessed for the day.