

MALHEUR COUNTY BUDGET COMMITTEE MEETING MINUTES
APRIL 19-20, 2022

The Malheur County Budget Committee continued its meeting on April 20, 2022 at 9:00 a.m. in the County Court Office of the Malheur County Courthouse to consider the 2022/2023 budget with Judge Dan Joyce, Commissioner Don Hodge, and Commissioner Ron Jacobs; Budget Committee Members Rod Price and Janice Belnap; and Budget Officer Lorinda DuBois. Budget Committee Member Bob Skinner was 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.

WEED CONTROL

Weed Inspector Amanda Zander discussed Page 37 - Weed Control. BLM (Bureau of Land Management) Noxious Weed Grant is an estimate; the grants are awarded around the month of June. Travel expenses may be difficult to stay within budget due to high fuel prices. The toolbox on the pickup needs to be replaced (not in the proposed budget).

ROAD DEPARTMENT

Road Supervisor Dave Tiffany 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.

Page 33 - Marine & Park: There is a chance that the Marine Board MAP (Maintenance Assistance Program) Funds may increase.

Pages 40-42 - Road Fund: Exchange Fund and Special County Allotment revenues are increasing this year. Asphalt Oil projects may be on hold this year due to high prices. Weed spray prices greatly increased so the weed spray program will be modified. The repeater on Cottonwood may need to be replaced and some of the radio equipment needs to be upgraded. It was noticed that the Rental Expense/Taxes expense line was blank; \$20,000 was added to this expense line.

Page 43 - Major Bridge Fund: May have to replace the deck on a bridge on Grand Avenue; currently working with the State.

Page 44 - Road Equipment Fund; and Page 45 - Road Improvement Fund.

INSURANCE RESERVE

Page 79 - Insurance Reserve was reviewed. The insurance agent of record personal services contract with Field Waldo expires in June; Ms. DuBois recommended it be renewed and the Court had no objections.

CAR POOL FUND

Page 80 - Car Pool Fund was reviewed. Fuel prices are currently high and staff is encouraged to attend meetings virtually as much as possible.

GENERAL COUNTY EQUIPMENT FUND

Pages 82-83 - General County Equipment Fund was reviewed. The Courthouse phone system and copy machine is in this fund. Saving for future projects is also in this budget such as the Sheriff's storage facility project.

PLANNING DEPARTMENT

Planner Eric Evans discussed Page 18 - Planning/Zoning. Contracted Services is for consulting and attorney services to continue a rural housing project that Mr. Evans has been working on.

BUILDING DEPARTMENT

Building Official Adele Schaffeld discussed Pages 74-75 - Building Department. The State Electrical Surcharge expense was increased due to the increase in permits. The Outreach expense was also increased to help provide additional outreach to the community and contractors.

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.

COURTHOUSE

Maintenance Supervisor Don Dalton discussed Page 17 - Courthouse. Capital Outlay proposed projects are: jail floor epoxy project; update courthouse security cameras; update courthouse panic buttons; and section off the Tax Office to create additional office space.

CLERK'S OFFICE

Clerk Gayle Trotter discussed Page 5 - County Clerk; and Page 69 - Clerk Records Fund. Capital Outlay request is to update the shelving for the deed records; Ms. Trotter requested an additional \$5,000 in this expense line to complete the project.

SURVEYOR/ENGINEER

Surveyor/Engineer Tom Edwards reviewed Page 38 - County Surveyor; and Page 46 - Surveyor Corner Preservation Fund. Mr. Edwards noted he will end his employment with the County the end of September, 2022.

TREASURER/TAX OFFICE

Treasurer/Tax Collector Jennifer Forsyth discussed Page 8 - County Treasurer/Tax. Ms. Forsyth expressed concerns with the proposal to section off the Tax Office for additional office space. The Capital Outlay request is for new office furniture, blinds, and installation of a window in the door.

The Budget Committee toured the Tax Office.

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 (\$3,391.66 per month). The contract is for abandoned or stray canines located in Malheur County - not city limits. There are extra funds budgeted in this line-item in case needed for situations such as quarantine holds.

The meeting recessed for lunch.

The budget meeting resumed after lunch.

ONTARIO JUSTICE COURT

Judge Mahoney discussed Page 13 - Ontario Justice Court. Minor changes to the expenses include Office Rent was increased per the terms of the lease agreement; the janitorial contract was increased; and Bank Fees was slightly decreased.

BROGAN COMMUNITY SOCIETY

Rick Simmons from Brogan Community Society discussed a financial request to assist with maintaining the Brogan Community Park. The County owns the land. Due to the COVID-19 pandemic, Brogan Community Society was not able to host its fundraising events which has financially hindered it from maintaining the park and the chemical toilet located in the park. The cost estimate for 2022 for maintenance of the park is \$1,616; regular maintenance of the chemical toilet (service every 28 days for 6 months) is \$834. Brogan Community Society also requested that the County provide up to \$35,000 as match funds in the event Brogan Community Society receives a grant(s) for a commercial kitchen upgrade to their Community Center. See instrument #2022-2037 for related document.

POVERTY TO PROSPERITY (P2P)

Dirk DeBoer requested financial support in the amount of \$5,000 to support the continued efforts of Poverty to Prosperity.

FAIRGROUNDS

Fairgrounds Manager Dawnita Haueter discussed Pages 55-56 - County Fair Fund. Ms. Haueter explained concerns with rising prices and its effects financially on putting on the 2022 County Fair. Fair entertainment expenses have increased greatly; trying to find a stage for concerts to rent. The caretaker position is currently staffed through a temp agency. The manufactured home is rented out. Commissioner Hodge noted that tables/chairs need to be replaced and he has suggested

this in years past. It was discussed that there are funds in Contingency; it was decided to move \$20,000 to Capital Outlay for the purchase of a stage; increase Fair Maintenance to \$12,000; increase Fair Entertainment to \$40,000; and increase Fair Ribbons to \$8,000. Funding through the State is expected for replacement of Barn I (\$455,000); and \$277,000 is supposed to be become available for infrastructure upgrades. Commissioner Hodge encouraged the Board to consider charging an admission fee for attending the rodeo during the Fair.

The budget committee proceeded to do a review of requests to be considered.

SREDA

Consensus was to approve \$10,000 for SREDA (Snake River Economic Development Alliance).

POVERTY TO PROSPERITY (P2P)

Consensus was to approve the requested amount of \$5,000 for P2P.

MEALS ON WHEELS

Consensus was to approve \$15,000 for the Meals on Wheels program to be funded with ARPA (American Rescue Plan Act) funds for the current fiscal year (2021/2022) and also FY (Fiscal Year) 2022/2023.

BROGAN COMMUNITY SOCIETY

Page 21 - Non-Program has a new expense line for County Parks. Brogan Community Society expenses for the Park can be reimbursed with proper documentation (receipts). The grant match of \$35,000 was not allocated.

EXTENSION SERVICE

Consensus was to leave the Extension Service as shown in the proposed budget; no changes were made.

DISTRICT ATTORNEY'S OFFICE

Consensus was to keep the DA Supplement at \$10,000.

NON-PROGRAM

Page 21 - Non-Program was reviewed. An expense line of \$5,000 was included for contribution towards the Vietnam War Memorial on the Oregon State Capitol Grounds. See instrument #2022-2038 for related document.

ECONOMIC DEVELOPMENT FUND

Page 39 - Economic Development Fund. The Technical Assistance line includes: SWCD (Soil & Water Conservation District) - \$10,000; SREDA - 10,000; and Poverty to Prosperity - \$5,000. Transfers are: Extension Service: \$20,000; Special Transportation Fund: \$15,000; Bookmobile: \$10,000; and Reload/Industrial Park Project: \$57,605.

AMERICAN RESCUE PLAN

Page 77 - American Rescue Plan. Various projects discussed during the budget meetings may meet the criteria for use under the American Rescue Plan Act (ARPA); those projects will be noted in this budget.

GENERAL COUNTY CONTINGENCY

Page 20 - General County Contingency. After agreed upon changes during the meeting, General County Contingency was \$2,877,947.

APPROVALS

Judge Joyce moved to approve the budget for the Malheur County Ambulance Service District for the 2022-2023 fiscal year in the amount of \$296,500. Commissioner Jacobs seconded and the motion passed.

Judge Joyce moved to approve the budget for the Malheur County Agricultural Educational Extension Service District for the 2022-2023 fiscal year in the amount of \$1,699,763; and moved to approve property taxes for the 2022-2023 fiscal year at the rate of \$0.23 per \$1,000 of assessed value for operating purposes in the District Special Fund. Commissioner Hodge seconded and the motion passed.

Judge Joyce moved to approve the budget for Malheur County for the 2022-2023 fiscal year in the amount of \$46,890,623; and moved to approve property taxes for the 2022-2023 fiscal year at the rate of \$2.5823 per \$1,000 of assessed value for operating purposes in the General Fund. Commissioner Jacobs seconded and the motion passed.

ADJOURNMENT

The meeting was adjourned.