

## **MALHEUR COUNTY BUDGET BOARD MEETING**

**APRIL 24, 2018**

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

Also present was Larry Meyer of the Argus Observer.

### **BUDGET MESSAGE & APPOINTMENT OF CHAIRMAN**

Present for the Budget Message were: IS Director Frank Goble, IS Coordinator Josh Kreger, Treasurer/Tax Collector Jennifer Forsyth, Surveyor/Engineer Tom Edwards, District Attorney Dave Goldthorpe, and SREDA (Snake River Economic Development Alliance) Executive Director Kit Kamo. Judge Joyce gave the Budget Message: *Okay, let's dispense with a whole lot of things this morning. We've got a lot to go through and I know Kim's got us on a really tight schedule, but I want to thank the budget board members that came, that are here, we appreciate you volunteering time, it's by statute we do this. Lorinda, we thank you for the last four months getting this organized. And, we elect a chair, which is Richard because it's his position from last year, he hasn't lost it yet so we're good to go.*

### **INFORMATION SERVICES (IS) DEPARTMENT**

IS Director Frank Goble and IS Coordinator Josh Kreger met with the Budget Board and discussed Page 3 - Information Services; and Page 68 – GIS (Geographical Information System) Maintenance Fund. A new line-item was created for software licensing and renewals and \$11,500 was appropriated in that Licensing line-item in the IS budget.

Page 3 - Information Services; and Page 85 - IS Tech Fund were approved.

### **ASSESSOR**

Assessor Dave Ingram met with the Budget Board and discussed Page 5 - Assessor; and Page 68 - GIS Maintenance Fund. Different cost-saving mechanisms are being implemented within the office, one of which is entering into a contract with a local company to take care of the office printers to include supplying the toner cartridges.

Page 5 - Assessor; and Page 68 - GIS Maintenance Fund were approved.

### **SREDA**

Snake River Economic Development Alliance (SREDA) Executive Director Kit Kamo met with the Budget Board and requested \$5,000 in funding support from the lottery dollars the County receives for economic development uses. Ms. Kamo reviewed various projects SREDA has been involved in. See instrument #[2018-1437](#) for the 2017 Annual Report.

## **JUVENILE DEPARTMENT**

Juvenile Department Director Susan Gregory met with the Budget Board and discussed Pages 15-16 - Juvenile Department; Page 58 - Juvenile Crime Prevention; and Page 76 - MS (Measure) 11 Detention Fund. The Small Equipment request of \$2,600 is for the newest version of Microsoft (MS) Office; Ms. Gregory explained that having the current older version is causing difficulties for staff and she would like to make the necessary purchase out of the current fiscal year budget (and the funds are available in the current budget). Ms. Gregory requested that \$2600 be removed from Small Equipment and added to the Support Services line-item. Ms. Gregory explained that the Support Services line-item is used as a "miscellaneous" line-item; Ms. DuBois explained it was originally created in conjunction with a specific grant - that grant was discontinued several years ago but the expenditure Support Services line-item was inadvertently continued. Historically, \$3,000 - \$5,000 is expended from this Support Services line-item and it was suggested that it could be further lowered.

Page 58 - Juvenile Crime Prevention (JCP) are grant funds from the state and are used for detention, electronic monitoring and other programs. The JCP funding is on a biennium; the annual detention funding is overspent but not for the biennium. Ms. Gregory will need to work with Ms. DuBois to correct this budget.

Page 76 - MS 11 Detention Fund is a Special Fund for Measure 11 Detention youth and funds are not spent until the detention line-items in the other budgets are exhausted. Detention currently cost \$216 per day, per youth.

## **COURT SECURITY; DRUG COURT; MEDIATION**

Trial Court Administrator Marilee Aldred met with the Budget Board and discussed Page 61 - Court Facilities Security; Page 62 - State Drug Court Fund; and Page 63 - State Mediation Fund.

Page 61 - Court Facilities Security; Page 62 - State Drug Court Fund; and Page 63 - State Mediation Fund were approved.

## **SWCD**

Soil and Water Conservation District (SWCD) Director Linda Rowe met with the Budget Board. Ms. Rowe provided an update on the District. SWCD requested financial support in the amount of \$10,000. The County's financial support is used as match funds for ODA (Oregon Department of Agriculture) and OWEB (Owyhee Watershed Enhancement Board) grants. See instrument [#2018-1438](#) for the written update provided by Ms. Rowe.

## **HEALTH DEPARTMENT**

Health Department Director Angie Gerrard and Nursing Supervisor Rebecca Stricker met with the Budget Board and discussed Pages 27-28 - Health Department; Page 29 - Medical Investigation; and Page 65 - Healthy Start. Pages 27-28 - Health Department. The Prep Grant Revenue and Prep Grant Expense line-items were removed as it is unknown if this grant will be received.

Page 29 - Medical Investigation. Funds are for unattended deaths investigated by law enforcement and autopsies.

Page 65 - Healthy Start. This budget is for the Healthy Families regional grant and funds a home visiting program.

Pages 27-28 - Health Department; Page 29 - Medical Investigation; and Page 65 - Healthy Start were approved.

### **PLANNING DEPARTMENT**

Planner Alvin Scott met with the Budget Board and discussed Page 18 - Planning/Zoning. Page 18 - Planning/Zoning was approved.

### **SURVEYOR/ENGINEER**

Surveyor/Engineer Tom Edwards met with the Budget Board and discussed Page 37 - County Surveyor; and Page 45 - Surveyor Corner Preservation fund. A Contracted Work line-item was added to the Surveyor Corner Preservation Fund.

Page 37 - County Surveyor; and Page 45 - Surveyor Corner Preservation fund were approved.

### **ENVIRONMENTAL HEALTH**

Environmental Health Director Craig Geddes met with the Budget Board and discussed Page 19 - Solid Waste; and Page 30 - Environmental Health. It was noted that the Capital Outlay line-item in the Solid Waste budget should be \$15,408 as it was inadvertently left out of the requested budget.

Page 19 - Solid Waste - with the addition of \$15,408 to Capital Outlay; and Page 30 - Environmental Health were approved.

### **NEW HOPE KITCHEN**

David Armstrong, board member for Community in Action (CinA), met with the Budget Board and discussed a request for funding for New Hope Kitchen. New Hope Kitchen is operated through Community in Action and is a meal program for the homeless (It was previously known as Harvest House Missions. Harvest House Missions dissolved and Community in Action took over the program in an effort to continue to provide services to the homeless.) \$10,000 was requested from the County to support the program. The proposed budget includes an appropriation of \$5,000. Meals are served for one hour a day, five days a week. There is one paid program manager and several volunteers. It takes approximately three hours per day to provide the meals (including prep and cleanup time). Year-to-date, 754 meals have been served. (Last fiscal year the County appropriated a one-time contribution of \$2500.)

The meeting recessed for lunch.

Budget meetings resumed after lunch. The County budget meeting was closed and the ASD session was opened.

### **AMBULANCE SERVICE DISTRICT (ASD)**

ASD Director Bob Dickinson met with the Budget Board and presented the ASD Budget Message; notice of the budget meeting was published in the Argus Observer. See instrument [#2018-1439](#) for the written ASD Budget Message. Mr. Dickinson discussed the ASD budget with the Budget Board and answered questions. The updated ASA (Ambulance Service Area) plan is nearly completed.

The Budget Board approved the Ambulance Service District budget.

The ASD session was closed and the County Budget meeting was reopened.

### **COURTHOUSE**

Maintenance Supervisor Don Dalton met with the Budget Board and discussed Page 17 - Courthouse. Capital Outlay was discussed in detail. Funding was requested for several projects: courthouse main entry door; remodeling of three offices; stair lift between courthouse and jail; jail kitchen office; repair of jail cabinets and counter tops; and jail flush valve control system. The proposed budget includes funding for: courthouse main entry door; remodel of three offices; jail kitchen office; and jail cabinets and counter tops. It was discussed that the flush valves in the jail may be a higher need than some of the other projects; Judge Joyce suggested that the remodel of the County Court offices be held off and instead those funds be used for the flush valves. It was also suggested that the jail cabinets/counter tops projects be split in two fiscal years. Mr. Dalton thought that the courthouse main entry door could perhaps be postponed for another year. Consensus was to allocate funding for: flush valve control system; 1/2 of the jail cabinets/counter tops; jail kitchen office; and remodel of three offices. (Please note that during the second day of budget meetings this was again modified.)

### **WEED DEPARTMENT**

Weed Inspector Gary Page met with the Budget Board and discussed Page 36 - Weed Control. It is expected that the BLM (Bureau of Land Management) assistance agreements will be going away (however, funding for the 2018-2019 fiscal year has been appropriated). The Small Equipment request is for two Garmin GPS (Global Positioning System) communicators; the increase in the Telephone line-item includes the subscription fees for the GPS communicators. Parts and Repairs were slightly increased for maintenance of equipment.

The Budget Board approved Page 36 - Weed Control.

### **DOG CONTROL - ANI-CARE ANIMAL SHELTER**

Amanda Grosdidier and Kim Hansen met with the Budget Board and discussed funding for dog control within the County. Ani-Care Animal Shelter Inc. has received their IRS 501(c) (3) Public Charity status. Ms. Grosdidier presented two proposed contracts with the County for the maintenance, care and disposal according to law, of abandoned or stray canines located within the confines of Malheur County; not city limits. Ms. Grosdidier desires a minimum of a four year contract with the County. Ani-Care continues to be a no-kill shelter. One contract proposed a monthly payment of \$2683.35 starting July 2018 with a subsequent increase to \$3220.02 starting July 2019 for a four year period. The second contract proposed a monthly payment of \$3130.58 starting July 2018 with a four year contract.

### **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 Career Technical Education (CTE) program continues; 25 students from three schools recently received welding certificates; the CNA classes are filled and doing well; the onion industry is assisting with the automated systems program. The CTE program received \$6 million in grants. Board member Andy Bentz is leading a range management and restoration effort and will be meeting with the Secretary of Agriculture. Funding from the County is used towards programs and materials - not salaries or board member travel expenses.

The Budget Board approved \$5,000 to Poverty to Prosperity; funding is from the Technical Assistance line-item in the Economic Development fund.

### **ONTARIO JUSTICE COURT**

Justice of the Peace Margie Mahony met with the Budget Board and discussed Page 13 - Ontario Justice Court. Projected revenue for fines is dependent on citations issued by law enforcement. There were slight increases to Utilities and Office Rent; Office Supplies was reduced.

The Budget Board approved Page 13 - Ontario Justice Court.

### **ONTARIO COMMUNITY LIBRARY**

Ontario Community Library Director Darlyne Johnson met with the Budget Board and discussed Page 33 - Ontario Community Library. The library is requesting funding for Bookmobile services in the amount of \$6,000 for Bookmobile services outside the district's boundaries. The funds are transferred from the Economic Development budget to the library budget.

Page 33 - Ontario Community Library was approved.

### **FAIRGROUNDS**

Fairgrounds Manager Lynelle Christiani met with the Budget Board and discussed Pages 55-56 - County Fair Fund. The Girvin Hall rebuild is underway; rental revenue and expenses are projections as it is unknown what the use of Girvin Hall will be after it is constructed. The Economic Development Transfer of \$30,000 will be used for repairs and maintenance of the Fairgrounds. There will be a carnival at this year's Fair and it is hoped that it will increase the daily attendance rates. The Commercial Building and the Red Barn are rented often.

The Budget Board approved Pages 55-56 - County Fair Fund.

### **SHERIFF'S OFFICE**

Sheriff Brian Wolfe and Undersheriff Travis Johnson met with the Budget Board and discussed Pages 22-23 - Sheriff; Page 24 - Jail; Page 25 - MCSO (Malheur County Sheriff's Office) Communication Center; Page 26 - Emergency Management; Pages 46-47 Community Corrections; Page 49 - Boat License Fund; Page 50 - Corrections Assessment; Page 53 - Task Force Fund; Page 59 - 911 Fund; Page 60 - Traffic Safety Fund; Page 67 - Search and Rescue Fund; Page 75 - Federal Forfeiture Fund; and Page 82 - Work Release Construction Fund.

Pages 22-23 - Sheriff. A Custodian line-item was added; 4 hours a week. Software Maintenance was increased for CMI and archiving. Capital Outlay includes a request for 4 vehicles; the proposed budget includes \$97,500 for 3 vehicles. \$30,000 was also requested for a mobile home and fencing for Jordan Valley; Sheriff Wolfe explained that the mobile home was going to come from ODOT (Oregon Department of Transportation) but that has been delayed. It was discussed that perhaps the fencing expense should still be included (the Sheriff's Office and the Road Department have agreed to split the cost of fencing for the County-owned lot in Jordan Valley). (Please note that during the second day of budget meetings, it was determined that the Road Department does not want to fence the lot until after the mobile home is installed due to the logistics of placing the mobile home.)

Page 24 - Jail. The Community Corrections transfer is significantly reduced as the funding from the State to Community Corrections is decreasing. A Request for Proposals (RFP) was disseminated for the Physicians Services Contract; none were received and staff continues to explore avenues for medical services within the jail.

Lieutenant Rachel Reyna joined the meeting.

Page 25 - MCSO Communication Center. The dispatch center is staffed by nine dispatchers and one working sergeant; the budget includes a request for a second sergeant position (will not increase overall staffing numbers); and the request is also included in the proposed budget.

Page 26 - Emergency Management. Funds a .85 FTE (Full Time Equivalent) Emergency Services Manager.

Page 46 - Community Corrections. State funding is decreasing. The Community Corrections Lieutenant is retiring; the proposal is to promote a staff member from within Community Corrections to the Lieutenant position and not backfill that position. Additionally, once the new Lieutenant is in place they will do an in-depth examination of the budget in an attempt to identify additional potential savings options.

Sheriff Wolfe noted that the control board in the jail is old and will need to be replaced at some time in the future; an estimated cost is \$120,000. Ms. DuBois explained that she has added a Jail Tech Equipment line-item to the General County Equipment Fund in an attempt to save for the anticipated future need to replace the control board.

Page 49 - Boat License Fund. The majority of the revenue is from the State Marine Board grant and funds 1.5 FTE marine deputies.

Page 50 - Corrections Assessment.

Page 53 - Task Force Fund. Very small fund; laws have changed and not able to do much in seize and forfeitures.

Page 59 - 911 Fund.

Page 60 - Traffic Safety Fund. There is currently not an active Traffic Safety Commission.

Page 67 - Search and Rescue Fund. Includes a small amount of funds that the Search & Rescue volunteer members raised.

Page 75 - Federal Forfeitures Funds. Funds can only be used for specific purposes specified by federal law.

Page 82 - Work Release Construction Fund. The State owns the facility and funds can only be used on the facility.

The Budget Board approved Pages 22-23 - Sheriff; Page 24 - Jail; Page 25 - MCSO Communication Center; Page 26 - Emergency Management; Pages 46-47 - Community Corrections; Page 49 - Boat License Fund; Page 50 - Corrections Assessment; Page 53 - Task Force Fund; Page 59 - 911 Fund; Page 60 - Traffic Safety Fund; Page 67 - Search and Rescue Fund; Page 75 - Federal Forfeitures Fund; and Page 82 - Work Release Construction Fund.

The budget meeting was adjourned for the day.