

**Executive Committee
Tentative Minutes
December 11, 2018**

1. Call Meeting to Order: Chairman Gouker called the meeting to order at 5:31 p.m. Present: Finfrock, Griffin, Janes, Nordman, Sparrow and Typer. Others: County Clerk & Recorder Laura Cook, IT Coordinator Larry Callant, State's Attorney Eric Morrow, Treasurer Linda Beck, Heuer, Sulser, Corbitt, Fox and Chief Deputy Assessor Carol Magnuson. Absent: none.
2. Approval of Minutes: November 13, 2018: Motion by Nordman to approve the minutes as presented, 2nd by Griffin. Motion carried.
3. Public Comment: None
4. Reports of Committees:
 - County IT: none
 - Road and Bridge: 2 items
 - Judiciary & Circuit Clerk: none
 - Personnel & Salary: none
 - Supervisor of Assessment, Planning & Zoning: several items
 - HEW, Solid Waste & Veterans: none
 - County Facilities: none
 - Long Range & Strategic Planning: 3 items
 - County Security – Sheriff & Coroner: none
 - State's Attorney, Court Services – Focus House: 1 appointment
 - Finance & Insurance: 1 item
 - Agriculture: none
 - Workplace Safety: none
 - Board Presentation Requests: none
5. Old Business
 - Administrative Assistant: none
 - Recommendation from AdHoc Solar Committee: Gouker stated last month's recommendation was to change the procedure; instead of it going through the Committee level, it will go straight to the County Board from Zoning Board of Appeals. Typer questioned how will the County Board know what is coming forward; Cook stated there needs to be a process in place to get the information to her office for the County Board agenda. Motion by Sparrow to adopt the procedure change recommendation with Planning & Zoning to forward the recommendation on to the County Clerk's office for County Board consideration, 2nd by Griffin. Motion carried.
 - Review/Revise Process Use of ZBA Recommendation for Zoning: Motion by Sparrow to approval the AdHoc Committee's recommendation of new conditions subject to the approval from State's Attorney and forward on to the County Board, 2nd by Griffin. Motion carried.

- Tower Update: State's Attorney Morrow gave a brief update on the tower; Morrow recommended obtaining a small title policy to get the property transferred into the County's name. Typer asked if Morrow has spoken with Sheriff VanVickle about this; not yet. Typer stated they will need to discuss it at the 911 meeting.

Gouker informed the Committee that he met with City of Oregon Mayor Williams recently regarding the 10-year lease on the old tower, it expires December 31st. They are looking for a 6-month extension on the lease because Verizon has not determined what tower they will be on. Nordman stated the old tower would be demolished. Gouker believes the lease stated if the County abandons the tower, it reverts to the City and the City is under the understanding that it still can be used. Gouker stated Verizon needs the highest point on the tower and that spot has already been assigned on the new tower. Gouker stated if Verizon continues on Liberty Hill then we lose their revenue. Motion by Griffin to extend the tower lease on Liberty Hill for an additional 6 months, 2nd by Sparrow. Nordman stated they were informed that the Liberty Hill tower was unsafe and needed to be decommissioned; why has it changed. Typer stated at the earlier meeting Sheriff VanVickle stated they need Verizon coverage for their operations, so this extension approval is time crucial. Motion carried.

- Other: none

6. New Business

- Ordinance – Jail Project Financing Program: Gouker stated Raymond James has completed the bond package; interest rate is competitive with the market. Gouker stated the ordinance will be presented to the Board.
- Authorize Signatories for Jail Project Financing: Gouker stated they need a resolution to authorize the Treasurer and County Clerk to sign off on the bond documents.
- Process to Fill Vacancy of Supervisor of Assessments: Gouker stated he has been contacted by some board members about the possibility of combining this position with another appointed position. Gouker stated they need to start that discussion, but for now, they will appoint an Interim. They have 60 days to fill the vacancy per Statute. Gouker stated they need to decide to advertise for the position or combine it with Zoning, Solid Waste or Highway. Sparrow would like to look at any possible way to combine it due to budget reasons. Morrow has not looked in to the possibility of a combined position. Gouker stated the Statute does dictate certain qualifications; Morrow stated the Interim does not need to have the qualifications. Nordman agreed with Sparrow's recommendation of the combination. Motion by Finrock to appoint Chief Deputy Assessor Carol Magnuson as Interim Supervisor of Assessments effective January 1, 2019, fill permanent position as a combined position with another appointed office contingent upon Dept. of Revenue approval otherwise advertise immediately for Supervisor of Assessment position, 2nd by Janes. Motion carried.
- IT Department & Job Description: tabled
- Other: none

7. Comments/Suggestions from Committee Members/Department Heads: none

8. Adjournment: With no further business, Chairman Gouker adjourned the meeting.
Time: 6:16 p.m.

Respectfully submitted,
Tiffany O'Brien