

## BUDGET COMMITTEE MEETING MINUTES

**DATE:** April 13, 2022

**TIME:** 9:02 am

**Members Present:** Scott W. Myers, Jim Hamsher, Sam Palmer, Rob Stewart, Amy Kreger and Bob Quinton.

**Members Absent:** None.

**Others Present:** Budget Officer Julie Ellison, Charlene Morris, Tom Seal and Recorder Laurie Cates.

**General Discussion:** Bob requested that any members of the public who wish to comment should raise their hand and wait to be called on. Sam asked that public comments be about the budget and not about other issues.

**Minutes.** The minutes of April 4<sup>th</sup> were reviewed. **MSP: Amy/Rob: to approve the minutes as presented.**

Julie advised that based on suggestions and requests from the last meeting she has done the following changes to the 2022-23 fiscal year budget:

Created an expense line for a payroll assistant into the Personnel Management budget and reduced Administrative Assistant hours in County Court budget.

Added a \$4,000 donation from the Library Foundation to the Library budget, which will fund 10 hours per week of wages to the Assistant Librarian for a summer reading program.

Added an additional \$1,000 for fuel costs to the Juvenile Department budget.

Julie will change the Veteran Services budget to allow for vehicle trade in and purchase.

Added a \$10,000 contract services line to the Planning Department budget.

**Department: 138100 SENIOR CITIZENS**

**Page 64-65 TA**

**Staff Present:** Senior Programs Manager Angie Uptmor.

### **Revenue**

Discussion General: Angie explained some of the revenue sources.

3033826 John Day Site Council Reimb: This is a reimbursement from the John Day Senior Center for the cooks.

### **Expense**

5100008 Senior Program Manager: Angie reported there have been discussion regarding reducing this position to 32 hours per week. She has held the position for 3 years and believes she could perform the duties at 32 hours per week, but is concerned that a new person coming in might struggle to get the work done in this amount of time. Angie asked the committee to think about whether or not to

reduce the program manager hours. Sam asked how long Angie thought it might take someone to get up to speed and be able to perform the duties at 32 hours. Angie advised she can't answer that without knowing who might fill the position and explained the struggles the Senior Centers are facing and the different data bases required for each program. The state is requiring additional information be collected. Jim suggested starting at the 32 hours and then increasing if necessary. Amy and Sam would prefer to keep the position at 40 hours per week. Rob is against the reduction in hours and believes this could be looked at in the future. Discussion followed about whether or not to reduce the hours or keep them at 40 per week. Scott also agreed the position should remain at 40 hours per week. **MSP: Amy/Rob: to leave the position at 40 hours per week.** Julie will change the budget to reflect 13 months of full-time wages to allow for a month of training and will need to increase the transfer from the general fund to reflect this. Bob pointed general fund transfers keep whittling away at the money available in the general fund. Sam suggested maybe Angie could work 32 hours per week beginning in July until she leaves at the end of September, as this would assist with funding for the remainder of the upcoming fiscal year.

5200001 Supplies: Reduced by \$500.

5200005 Utilities: This line was created due to the office move to the L-Building and utility costs are estimated at \$1,200 per year.

9:21 am Mindy Winegar and Kathy Stinnett entered.

**Department: 101411 JUSTICE COURT**

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**Staff Present:** Justice of the Peace Kathy Stinnett.

### **Revenue**

Discussion General: Kathy projected the revenue for this based upon the current year's figures. The revenue projections are down and she believes this is due in part to the loss of the John Day Police Department. She requested revenue be changed to \$100,000 for the entire revenue budget instead of \$125,200. The total number of cases is also down from previous years and it is a struggle to get people to pay fines either because they cannot or will not. Kathy reported there are 621 cases to date versus 1120 last fiscal year.

### **Expense**

Discussion General: Based on restructuring of positions in the department the FTE is dropping from 2.5 to 2.3. Amy said even with the reduction of around \$12,000 to this budget it still has about a \$13,000 shortfall due to the projected revenue decreasing.

5100002 JC Clerical Salary: Reduced from 40 hours to 32 hours per week.

5100003 Clerical 50%: Bob asked if there is still a need for this position with the reduction in cases. Kathy stated it is still needed. Kathy explained the cost savings of approximately \$13,000 per year by making both positions Clerk positions but reducing the full time position to 32 hours per week. Bob asked about collections as this position was initially approved to assist with this. In one

year around \$86,800 was collected through collections, but the state receives a major portion of this. Kathy explained how time consuming collections is. She explained how the process works with the collection company and that they don't charge the county. Sam thanked Kathy for being responsible with her staffing and expressed his appreciation.

5200003 Dues & Travel: Requested to increase by \$1,000 to allow for employees to job shadow at another court for training purposes. Kathy explained how beneficial she has found this to be.

9:41 am Haley Walker entered.

**Department: 111100 FAIR RESERVE**

**Page 34 TA**

**Staff Present:** Fair Manager Mindy Winegar.

**Revenue**

Discussion General: There will be \$277,000 from Business Oregon that Mindy will apply for and is guaranteed funding. Mindy has until 2025 to spend this funding.

3010101 Cash On Hand: Decrease to \$23,000.

3031114 HB Business Oregon: \$277,000.

**Expense**

5400003 Capital Outlay-Bldg/Grounds: Decrease to \$25,000.

5400014 Capital Outlay – HB Business Oregon: \$277,000.

5400016 Capital Outlay – Restrooms: Decreased to \$4,010.

**Department: 112100 COUNTY FAIR**

**Page 35-36 TA**

**Staff Present:** Fair Manager Mindy Winegar.

**Revenue**

Discussion General: Mindy will need to work with Julie for a line to receive the \$2 million from the legislature for infrastructure improvements. Julie will create a revenue and capital outlay expense line. Mindy reported on some projects that have been suggested for improvements.

3031247 Infrastructure Grant: \$2,000,000.

**Expense**

5100002 Fair Manager: Mindy reported she is going to request the court review her job description and grade placement in the future.

5400003 Capital Outlay – Infrastructure: \$2,000,000.

**Department: 136100 COUNTY RV PARK**

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**Revenue**

3033607 County RV Park: The RV rate is currently \$35 per night which includes the transient room tax and \$660 per month for long term (over 30 days). No major changes for the upcoming year. Mindy reported she was able to split the revenue: 50% to Fair and 50% to RV over the current fiscal year.

**Department: 121100 AIRPORT RESERVE**

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**Staff Present:** Airport Manager Haley Walker.

**Revenue**

3010101 Cash on Hand: Reduced to \$10,200.

3032127 FAA BIL Snow Removal: New line added for purchase of snow removal equipment in the amount of \$110,000.

**Expense**

5200007 Fuel Maintenance/Repairs: Reduced to \$3,500.

5200008 Facility Maintenance & Repairs: Reduced to \$500.

5200012 Common Space Maintenance: Reduced to \$500.

5400002 Capital Outlay – Vehicles: Reduced to \$100.

5400025 FAA BIL Snow Removal: \$110,000.

**Department: 124100 AIRPORT**

**Page 51-52 TA**

**Staff Present:** Airport Manager Haley Walker.

**Revenue**

3010101 Cash on Hand: Reduced to \$115,000.

**Expense**

5400001 Capital Outlay Equip/Furn: Changed to \$15,000 because snow removal equipment was moved to the Airport Reserve budget. They are requesting purchase of a UTV with a bed for use around the airport grounds.

5400003 Capital Outlay Build & Grounds: \$38,000. LED Lighting and keypads for the facility. She has talked with the Forest Service about their portion of this for the common areas. If the Forest Service doesn't get funding she will need to look at just the airport portion of the facility and not the shared common areas. The estimated cost for the lighting project was provided by Oregon Trail Electric Co-Op (OTEC).

10:02 am Kimberly Neault entered.

**Department: 133100 DOMESTIC VIOLENCE PREVENTION**

**Page 58 TA**

**Staff Present:** Victims Assistance Director Kimberly Neault and District Attorney Jim Carpenter.

**Expense**

Discussion General: 5100002 Deputy DA: They are trying to get someone in this position and the funding is for 9 months because the grant starts in October.

5100003 Victim Intervention Spec: Amy asked about the change in FTE's and Kimberly explained it was a matter of moving part of the Victim Intervention Specialist position into a different grant.

**Department: 134100 DA REVOLVING**

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**Staff Present:** Victims Assistance Director Kimberly Neault and District Attorney Jim Carpenter.

**Expense**

Discussion General: Julie reported the only thing this budget costs the county is \$10,000 per year and the rest is grant pass-through funding. Bob asked how long the county would pay the \$10,000 and Kimberly reported this is the required grant match and without it the funding would go away. Bob asked how many people they see and Kimberly reported about 60 per quarter. Jim explained other services provided by this department. Sam asked if there has been an increase in domestic violence and Kimberly reported there has been, especially in sexual violence.

**Department: 147100 FOREST TITLE III SRS**

**Page 68 TA**

**Staff Present:** Title III Coordinator Beth Simonsen via telephone.

**Revenue**

Discussion General: Jim asked if Beth was aware of the new funding coming in. Beth said she is aware of it, but doesn't want to speak to that until it's guaranteed. Jim said it is guaranteed and the County should get a letter within the next month or so. The money will be able to be used for items that haven't been allowed in the past. Julie said if the money arrives she, Beth and maybe Jim will need to meet to discuss the funding.

**Expenses**

Discussion General: If the additional funding comes in there will need to be adjustments made to this budget for additional search and rescue funding.  
5200012 Firewise Communities: Rob asked about funding for this item. Beth reported they are working to transfer this to Grant Soil and Water Conservation.

10:18 am Tory Stinnett and Misty Palmer entered.

**Department: 101458 ECONOMIC STABILIZATION**

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**Staff Present:** Economic Development Director Tory Stinnett and Economic Development Specialist Misty Palmer.

**Revenue**

Discussion General: Tory presented a handout to the committee showing revenue for the current fiscal year.  
3030192 Eco Stabilization: Amy asked if the City of John Day paid into this and Tory said they do not. Julie said they are billed each year but refuse to pay. Amy wanted it on record that the other smaller cities in the County each pay their fair share. Julie advised Title III will be putting \$25,000 towards this budget.  
3030198 DLCD TA Grant: Tory said there is potential for administrative fees from this grant.

## **Expense**

Discussion General: Tory reported this department costs the county approximately \$60,000 per year. Bob said if the grants were removed the revenue for this department would be about \$37,000 and with expenses the county is subsidizing the rest. Julie calculated with the left over money from economic development (101457) the cost to the county for this budget is approximately \$107,000 per year. Amy said there is a difference between revenue and expense and asked where this money comes from. Julie stated it is from the economic development budget and that the budgets are kept separate for tracking purposes.

5100003 Economic Specialist: Bob's understanding is that this position was supposed to be funded with grant dollars.

5200002 Telephone: This includes telephone, internet and cell phone.

5200045 Project Dev-Marketing: Tory explained some of the plans she has for project development and marketing including a housing needs analysis. Oregon Rain costs \$10,000 per year. Amy asked about Tory assisting John Day even though they don't pay anything. Tory said she assists businesses no matter where they are located. A question was asked about the housing needs analysis and whether it was even need. Tory explained what the analysis entails and the goals of the project.

5200090 Housing Rehab CDBG: This grant is to assist people who meet certain income threshold requirements with loans for home improvements such as wheelchair ramps and things of that nature. There is a cap of around \$25,000 that can be borrowed. Scott reported this is a grant that different entities administer and it is now Grant County's turn.

10:48 am – The committee took a short break.

10:54 am – Kimberly Lindsay and Rick Worden.

10:55 am – The committee returned to session.

**Department: 125100 MENTAL HEALTH**

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**Staff Present:** Kimberly Lindsay and Rick Worden.

**Department: 127100 MATERNAL & CHILD HEALTH**

**Page 56 TA**

**Staff Present:** Kimberly Lindsay, Rick Worden and Jessica Winegar via telephone.

## **Revenue**

Discussion General: Community Counseling Solutions (CCS) Executive Director Kimberly Lindsay stated it continues to remain an honor to manage the health department for the county and said they have an amazing staff. Rick had provided a copy of the health department budget and explained the different funding sources including those mandated by the state. Rick specifically pointed out the Covid funding and modernization funding. Kimberly said modernization is looking at ways to modernize services regionally, for example a regional

epidemiologist serving several counties. The committee discussed the request for \$45,000. Rob pointed out that CCS has asked for less funding assistance over the last several years.

3032770 Covid 21.019: \$3,000.

3032771 OIP-Cares 93.268: \$80,000.

3032772 ARPA WF 93.354: \$200,000.

### **Expense**

Discussion General: Rick explained the \$45,000 being requested from the County will be to fill in some shortfalls in different programs such as babies first, emergency preparedness and family planning to name a few. Kimberly explained emergency preparedness is for events such as Covid. Rick explained the indirect costs associated with the health department such as staff wages, benefits and utilities. Sam asked about the status of the request CCS sent to the legislature for remodeling the facility. Kimberly explained they initially asked for 4.5 million, but have reduced it to 3 million and it is in finance now so they should hopefully hear something soon. The remodel would be very beneficial for the health department and citizens.

Sam commended CCS for their work during Covid and for the hard work of the staff. He said their assistance to the County during this time has been much appreciated.

### **Department: 101100 NON-DEPARTMENTAL**

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#### **Expense**

5200027 Public Health Support: \$45,000 for health department funding. The committee discussed the potential of using ARPA funds for a portion of this cost. Scott said any use of ARPA funding would need to be presented to legal counsel first to ensure it is allowed.

### **Department: 101411 JUSTICE COURT**

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**Staff Present:** None.

#### **Expense**

Discussion General: The committee again questioned the need for the part-time position and collections amounts. It was mentioned that this is a non-mandated department and if it were abolished Circuit Court would then take the cases over. Julie suggested having Judge Stinnett return for the afternoon session to answer questions the committee might have.

11:36 am – The committee took a break for lunch.

12:30 pm – Todd McKinley, Damon Rand, Eric Bush, Katie Nelson and Reporter Steven Mitchell entered. Commissioner Palmer was absent from the afternoon session.

12:34 pm – The committee returned to session.

**Department: 118100 COMMUNITY CORRECTIONS Page 42-43 TA**

**Staff Present:** Sheriff Todd McKinley and Adult Parole & Probation Sergeant Damon Rand.

**Revenue**

Discussion General: This budget is basically the same from year to year, but Todd indicated they are working on some of the line items to make them clearer.

**Expense**

Discussion General: The state has provided funding for a half-time position in this department and Todd would like to fund the other half of the position to make it a full-time position. Todd will still need to get court approval for the additional position. Todd reported there is no County funding that goes into this budget. Rob asked what would happen if the Sheriff decided to not oversee this budget. Todd doesn't believe it would change anything if this department went back to its own entity as a special fund.

5100006 Felony Probation Officer: Bob asked about this increase and Todd indicated it would include both probation officers. The FTE for this budget should be 3. Julie pointed out it is at 3.25 to allow the Juvenile Counselor to fulfill the MRT duties at .25 FTE.

**Department: 108100 EMERGENCY MANAGEMENT Page 32**

**Staff Present:** Emergency Management Coordinator (EMC) Eric Bush.

**Revenue**

Discussion General: Bob asked for clarification of the grants and any matching funds from the County. There will be ARPA funding of around \$699,000 for next year and there is no match for this. This amount is reflected in 101451 Relief Help for tracking purposes. Eric explained some of the grants he has applied for and some that he is planning on applying for along with whether or not there are match funds.

3010101 Cash On Hand: Reduced to \$2,166.

3030815 Fed Grant: This funds half of the EMC position. Julie explained she is reducing this amount at \$63,000.

3030816 OEM Grant: Due to staffing issues at OEM, it is not known for sure what will be received from the state. Julie may need to do a cash loan into this fund if the money doesn't arrive prior to the end of the current fiscal year. This is a reimbursement grant. With projected new grants and current carry over this line is being set at \$316,680.

3030817 Forest Title III: Changed to \$2,700.

3030821 FEMA Grants: \$111,000.

3030822 Other Fed Grants: \$298,711.

**Expense**

Discussion General: Eric explained there is no true emergency operations center at this time. He further explained how ARPA funding is being used to create an actual emergency operations center (EOC) and storage for Covid related supplies. The old county road shop is going to be re-purposed for the EOC,

storage, an office for the EMC, a training facility and a space for Search & Rescue equipment. This will move the SAR equipment from the Road Department and then Frank Stinnett can move to the shop at the Road Department which is much more suitable for the work he does. Rob asked about the old shop being in the flood plain. Eric advised the ideal location would be at the Airport, but due to FAA regulations and requirements it is cost prohibitive at this time. The old shop building is not in the actual flood plain, but part of the property is. Eric said this is the best fix for the time being because the county already owns the property and the project will be paid for with grant funding and a small match from the County of a little over \$21,000. Bob asked about on-going utility costs for the building in the future. Todd believes utilities will be cheaper moving forward because of the upgrades to heating, cooling and lighting systems that will be done.

- 5200001 Supplies: Reduced to \$3,000.
- 5200003 Dues & Travel Expense: Reduced to \$3,000.
- 5200004 Vehicle Expense: Increased to \$5,000.
- 5200012 Safety Preparedness: Reduced to \$3,000.
- 5200015 Other Fed Grants: \$298,711.
- 5200016 OEM Grant: Increased to \$316,680.
- 5200017 Forest Title III: This is for handheld satellite phones and a vera-desk.
- 5200018 FEMA Grants: \$111,000.

5400002 Capital Outlay – Vehicle: \$15,000 is in this line item with the balance of \$42,095 included in the 5200016 OEM Grant line for purchase of a new vehicle. If the grant is not received the \$15,000 would allow for lease of a vehicle with court approval. Eric put the match in because this is a competitive grant and more likely to be received if matching funds are included.

Julie said she and Eric made changes to this budget this week. The committee would like a clean copy of this budget prior to approving it. Julie will work on it and get this to them.

1:12 pm Charlene Morris and John Morris entered.

**Department: 101414 COUNTY SHERIFF**

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**Staff Present:** Sheriff Todd McKinley.

**Revenue**

Discussion General: Todd expressed the value emergency management is bringing into the County and the radio repeater system and emergency communication systems are all being updated. Todd said former EMC Paul Gray applied for this funding and now Eric is administering this. Amy asked Todd if he had any ideas for revenue sources from within the county. Todd said he isn't familiar enough with the other county budgets to speak to this. Jim asked about the COPS grant. The City of John Day returned the COPS grant of \$375,000 and

Todd has been talking with the grant representatives to see if the county can get it. Todd said it could be applied for and if it were awarded the funding couldn't be used until the fall of 2022 or 2023 depending on when awarded. Discussion followed regarding the possibility of going out for a bond measure.

3030144 AIC Boarding Fees: Amy asked why this line has decreased. Todd projected this figure last year and said after seeing what the actual revenue was, he feels the figure he is proposing in this budget is more accurate. He has been working on getting a contract in place with other entities in order to generate additional revenue.

3030185 Public Safety Netwrk Grnt: Increase to \$606,000.

### **Expense**

Discussion General: Jim expressed his opinion that ARPA funds could be used to assist with funding for this budget. Todd and Rob are concerned with the longevity of funding because this would be a short-term fix. Bob spoke in support of the Sheriff's Department and said it may come down to eliminating non-mandated departments in order to continue funding the Sheriff's Office. He added the ARPA funding wouldn't even be enough to fill the deficit this year in the Sheriff's budget. Amy asked what Todd absolutely has to have in this budget. Todd reported he cannot lose his current staffing level or his vehicles. He said they could live without some items such as steel range targets.

5100003 Deputy Patrol Salary: Todd has requested 3 additional positions based upon a possible contract with the City of John Day. Todd reported the call volume has doubled and they absolutely need additional help. He explained they are providing 17 hours per day of coverage and at times there is only one officer on duty. The Sheriff's office is now handling what the City of John Day did with a Chief of Police, 3 patrol officers and a secretary with no additional staffing at this time. Todd added they are forced to prioritize calls because they don't have the manpower to respond to all of the calls. Todd is estimating there will be over 1000 criminal cases this year. Jim asked how many calls come in per day and of those how many are priority calls. Todd estimated 20 calls per day from all of the county and about 10-15% of those are priority calls. Bob asked if there was any possibility of hiring contract patrol officers for a set fee with no benefits. Todd said the state requires officers to be certified so this wouldn't work.

5100004 Deputy Clerical Salary: Todd is requesting a clerical assistant for the office depending on funding.

5100013 Corrections Officers (8): Rob asked if new positions were added to this budget after the budget process was complete. It was reported that the County Court approved 2 new corrections officer positions as a way to save money by not having gaps in shifts which was causing more overtime costs.

5200006 Fuel – Vehicles: Todd budgeted for \$80,000 in this line and fuel costs are likely to continue to be a problem.

5200011 Uniforms & Clothing: Todd would like some line items, such as this one, split out in order to be able to more easily track purchases.

5200077 Public Safety Network Grant: \$1,246,000.

5400002 Capital Outlay-Vehicles: Todd explained the option of possibly leasing vehicles instead of purchasing them, but added there are currently no vehicles available.

2:03 pm – The committee took a 10 minute break.

2:13 pm – Kathy Stinnett entered.

2:15 pm – The committee returned to session.

**Department: 101411 JUSTICE COURT**

**Page 3**

**Staff Present:** Justice of the Peace Kathy Stinnett.

**Expense**

Discussion General: Kathy said the big question is can the County afford to fund Justice Court? Bob agreed and said it isn't just Justice Court, there is a major deficit that has to be addressed in the Sheriff's Office. Amy mentioned all non-mandated departments have to be looked at. If Justice Court were eliminated Circuit Court would have to take the case load. Kathy stated if her department can't be funded at the necessary level then maybe it should not be funded, but she added that she would still be required to be paid until the end of her term as an elected official. She answered questions regarding how many Justice Courts still exist in the state (21) and the authority of Justice Courts.

5100003 Clerical 50%: Bob asked Kathy if the part-time position actually was mostly funded by the collections received. Kathy said her last report was around \$86,000 received from collections, of which over half was paid to the County and so it did fund the position. Kathy explained all of the different steps taken to try to collect money. Laurie added that once the former department assistant who performed collections functions left, the training process for a new employee had to start all over.

**Department: 101416 COUNTY COURT**

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**Staff Present:** Judge Scott Myers and Commissioner Jim Hamsher.

**Expense**

Discussion General: Jim said he is going to be asking that the County follow the required state statute regarding having a compensation committee for elected officials. Bob said the statute requires the recommendation of the compensation committee be presented to the budget committee and read the statute to those in attendance. Discussion followed regarding all of the budgets that would be affected and the time frame to get a committee together and still pass a budget. Jim would like extra money put into elected officials budgets to allow for any potential increases to wages that a compensation committee might recommend. Scott pointed out that when a person runs for an elected position they know what the wage is. Amy said it is unusual for part-time employees to receive full-time medical benefits. Bob suggested the court could appoint a compensation committee and then bring it back to the budget committee in a supplemental budget hearing. Amy pointed out the budget committee is not responsible for appointing the compensation committee, it is a court matter. John Morris asked what counties a compensation board would be looking at for comparable wages,

east side or west side? Bob said they would look at similar counties in size. Scott reported our comparable counties are Harney, Lake and Wallowa County. Rob pointed out this was discussed last year and questioned why it is just now coming up.

5100002 Commissioner Salary JH: Jim believes the commissioners should receive more money for the work they provide and said almost all other counties on the east side of the state pay their commissioners half-time salaries. He would like the hours increased to 20 per week.

5200003 Dues & Travel Expense: Jim believes additional funding needs to be put into the dues and travel line. Scott thinks there is enough in the proposed budget and pointed out a lot of meetings can be attended virtually and should be to save money. Jim disagreed and believes it is important to have face-to-face meetings regarding big issues that affect the county.

The committee tabled this discussion for a later meeting.

**Department: 101100 NON-DEPARTMENTAL  
Revenue**

**Page 1**

Discussion General: Bob asked how much money might be returned to the general fund from Title III. Jim just said quite a bit and talked about other projects that will be allowed with changes that have been made to Title III.

**Department: 101458 ECONOMIC STABILIZATION  
Staff Present: None.  
Revenue**

**Page 24**

General discussion: The committee questioned what benefit this department was providing to the county. Bob said he has been asked this question by several people and this is another department that costs the general fund money. Julie did some quick calculations and said this department costs the general fund around \$100,000 per year. Bob would like Tory to let the committee know what the actual benefit to the county is from this department. Julie will schedule Tory for the next budget meeting.

**Department: 101414 COUNTY SHERIFF  
Staff Present: None.**

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Committee members discussed concerns over shortage of funding in the Sheriff's Department and the sustainability moving forward. Julie pointed out line items that will be removed if the City of John Day does not enter into a contract with the County. Jim suggested having the Sheriff pare his budget down. Bob reiterated even if ARPA money were used it wouldn't last for very long.

MSP: Amy/Rob – to adjourn.

Meeting adjourned at 3:15 p.m. the next meeting will be on May 11, 2022 at 9:00 a.m.

Respectfully Submitted,

Rob Stewart  
Secretary