

BUDGET COMMITTEE MEETING MINUTES

DATE: April 15, 2021

TIME: 9:05 a.m.

Members Present: Scott W. Myers, Jim Hamsher, Sam Palmer (via telephone) Rob Stewart, Amy Kreger (via telephone) and Bob Quinton.

Members Absent: None.

Others Present: Budget Officer Julie Ellison, and Recorder Laurie Cates.

Minutes. The minutes of April 7th were reviewed. **MSP: Amy/Scott: to approve the minutes as corrected.**

9:09 am Kimberly Lindsay, Rick Warden and Jessica Winegar appeared via telephone for Community Counseling Solutions.

Department: 125100 MENTAL HEALTH

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Staff Present: Kimberly Lindsay, Rick Warden and Jessica Winegar.

Revenue

Discussion General: Julie advised this is a pass through fund.

Department: 127100 MATERNAL & CHILD HEALTH

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Staff Present: Kimberly Lindsay, Rick Warden and Jessica Winegar.

Revenue

Discussion General: Bob asked what the new line item titled "Agency IC Allocation" was in the budget form provided by CCS. Rick explained this is a line that covers agency wide administrative costs such as human resources, IT, etc. CCS is requesting \$65,000 in funding assistance from the county. Rick explained the revenue and expense estimates provided to the committee. Bob asked if all of these programs are provided by the health department and Rick said yes. Kimberly added there are eight mandated programs. Some programs are funded by federal and state monies. Rob asked if there was any discussion about programs not being funded by the state. Kimberly advised she has not heard anything about cuts at this point. Sam asked if there would be additional funding provided because of COVID. Kimberly reported it is difficult to say because the funding ran out when it was provided before. Sam was curious as to whether additional funding would need to be provided because of COVID. Kimberly said earlier CARES Act funding was used to cover additional staffing costs. Rick didn't include any funding related to COVID because when mandates have been put into place the funding has also been provided. Scott said on the budget funding request provided by CCS Babies 1st/Title V, Communicable Disease, and Emergency Preparedness are the programs showing deficits that total almost the \$65,000 being requested and asked if these are mandated programs. Kimberly

advised they are mandated programs. Rick said in the future he will indicate which programs are mandated in order to make things clearer. Amy asked to be included on future emails in order to have a better understanding of the requests. Kimberly said the request to the county only includes indirect costs associated with the health department. Kimberly offered to present information to the committee in person if that would be helpful. Scott stated he doesn't believe it is necessary for CCS to appear in person and it is better to meet in the manner being done because of the pandemic. The committee had no further questions at this time. Rob pointed out that most of the overspending in this department has been caused by COVID. Bob questioned whether the budget provided by CCS was for the entire health department. Rob said the county would be struggling if it were managing the health department without CCS. Scott agreed and said this would not be something the county would want to take on at this time. Bob asked Amy if the hospital provided any of these programs. Amy said some, but a lot of people will go to the health department for things they won't go to the hospital for and expressed her opinion that the programs provided are important. Julie asked if prices could be increased to cover services. Amy stated there are set fees for costs.

General Discussion: Amy asked when the county will know for sure how much revenue will be received and suggested waiting until late May or early June before making some decisions. She recommended moving some of the budget meetings to later in order to have more information. Julie said receiving the revenue isn't going to fix the overall issues with the budget. Early dates in June were looked at for meeting dates. Scott estimated PILT funding should be around \$728,000. Rob said only a few departments are potentially facing cuts and waiting until early June shouldn't hurt. Amy doesn't think the budget process will take very long once the numbers come in for revenue. Rob pointed out that the County Court needs to hold departments more accountable and require them to look toward the future and budget accordingly. Scott doesn't believe equipment, such as computer replacement, has been frivolous spending. The committee decided to cancel the meeting scheduled for April 21st and May 5th but to keep the meeting on the April 28th and May 12th. On April 28th Amy asked that Economic Development present information to the committee. Julie advised she has to publish the budget hearing in the newspaper two weeks prior to the hearing date.

10:02 am The committee took a break. 10:10 am Mindy Winegar entered.
10:15 am The committee returned to session.

Department: 111100 FAIR RESERVE
Staff Present: Fair Manager Mindy Winegar.
Revenue

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Discussion General: Mindy said this fund was used during the pavilion remodel which included new heaters in the building. Mindy reported this money is used to

fund events and when there is extra money raised she tries to put it in this fund for future ground and building maintenance.

Expense

Discussion General: Bob asked about the tree removal and picnic tables requested last year. Mindy said trees have been removed and planted and there are new picnic tables in the RV Park, but not yet on the Fairgrounds.

Department: 112100 COUNTY FAIR

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Staff Present: Mindy Winegar

Revenue

3031219 St Lottery Video: Mindy believes that Economic Development would like this money and asked the committee if this is money she could still count on. Scott's understanding is that the request was for the money to pass through Economic Development, but still be distributed as it has been to the Fair and Airport. Scott said no decision has been made on letting this happen. Mindy said Economic Development is going to assist her with grants. Scott stated Economic Development needs to be reminded that grant applications must be approved by the County Court. Economic Development Director Tory Stinnett appeared via telephone and advised her department does not intend to take video lottery money from the Fair.

Expense

Discussion General: Sam asked Mindy why positions should not be cut from her budget. Mindy said she has already revamped and cut hours in her department and they are busier than ever. Mindy stated there is no way further cuts can be made. Bob asked about the status of the Keerins Hall remodel. Mindy reported the pavilion remodel took priority over this because of safety concerns. She would still like to get Keerins Hall remodeled and provide a rental space for the Extension Office which would bring in \$1500 per month in rent. Mindy is testifying on Saturday in front of the legislature Ways and Means Committee regarding additional funding needs for fairs. The additional funding would be from increased Oregon lottery revenue. Jim would like to see some money set aside for remodeling Keerins Hall and believes within 7 years the investment would be paid back and begin to be profitable. Mindy said Levi Voigt from Strux Engineering is going to walk through the building at no cost and give his opinion on the structural integrity. Mindy stated the wiring to the building is good, but the interior wiring will all need replaced along with complete bathroom remodels and asbestos removal from the ceiling area. The rental house is being painted this spring.

5400001 Capital Outlay Equip/Furn: Mindy questioned the newspaper article claiming the current budget funding issues were caused by the pavilion remodel. Jim said the article was incorrect and the reporter used the budget message to write the article. Bob asked if the repairs were to the entire building or the floor and whether it was an OSHA issue? Scott advised it was the floor that was

unsafe and there were other issues discovered that were also repaired like the wall and back roll up door. Mindy said the actual cost to the county from the general fund was around \$70,000 after the reimbursement was received of \$283,000. Bob asked where this money was showing. Julie stated the \$283,000 was put back into the building reserve and then she had to drain the fund in order to present a balanced budget to the committee. Julie said the loss of PILT funding along with the increase in personnel have all added to the budget problem.

Department: 136100 COUNTY RV PARK

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Revenue

Discussion General: The revenue for this is increasing by around \$20,000 a year. 10 of the 25 spots are currently filled with long term renters. Mindy would like to add 10 RV spaces on Third Street near the community garden for long term rentals and estimates this will cost around \$100,000. She said Economic Development is looking into grants for this project and the Road Department has agreed to assist with the work. Mindy said if the county doesn't put in an RV Park the City of John Day is going to. Scott believes the city might do so anyway.

Expense

Discussion General: Mindy asked the committee if they wanted her to keep the percentages the same as they have been? She said some money received for the RV Park is put into the Fair fund. Mindy plans to keep splitting the RV revenue 50-50 between the RV and Fair funds.

5400012 Capital Outlay Depot Park: This line item is for improvements to Depot Park in Prairie City which is owned by the county. A percentage of the revenue from state RV fees goes into this fund each month. Julie said if necessary some funding could be moved from this line for improvements at the RV Park at the fairgrounds.

10:57 am The committee took a break. 11:15 am The committee returned to session.

Department: 108100 EMERGENCY MANAGEMENT

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Staff Present: Emergency Management Coordinator Paul Gray via telephone.

Revenue

Discussion General: Paul summarized the handout he provided to the committee. The handout is a preliminary recommendation for uses of the American Rescue Plan funds. Paul stated these figures are strictly preliminary as we wait for further US Treasury guidance on how the funds can be utilized. Paul estimated within the next 30 to 60 days the county will receive \$700,000 which is the first half of the money the county will receive. The second \$700,000 will be distributed in 12 months after the initial funding amount is reported on and accounted for. Paul said an official certification stating the funding has been used for eligible items has to be sent in prior to receiving the second payment. Paul again reiterated this is all preliminary until the US Treasury guidance is received. The estimates Paul

has so far are: \$165,534.44 for public health for responding to the COVID-19 emergency, \$100,000 to the Sheriff's Department and \$145,850 to the Fairgrounds for essential government services, \$34,517.44 for paid sick leave provided to employees under the Families First Coronavirus Relief Act and \$676,000 for infrastructure which leaves a balance of \$281,098.12 that can be used for other eligible expenditures. The money must be spent appropriately or would likely have to be paid back. Paul recommended County Counsel be consulted prior to spending funding received. Bob asked about the \$100,000 reimbursement to the Sheriff's Department. Paul explained roughly \$60,000 would reimburse the jail for lost revenue and approximately \$30,000 would reimburse Search & Rescue (SAR) for lost revenue. Paul said Sheriff McKinley would need to be asked for specifics regarding the requests. Paul is also looking for additional funding for things like public health and is working with FEMA currently. Bob asked where the public health money would go and Paul advised it would go to the health department.

3030816 OEM Grant: Bob asked what the grant match was for this fund and Julie reported 50-50. The county pays for half and the state pays for half. Julie asked Paul what the status was on this grant. Paul is hoping to complete the application for this over the weekend and has been working on it for a while.

3030817 Forest Title III: Rob asked what this line item is for. Julie said this money has been placed in this line item for several years and will need to look back and see what it was intended for. Rob asked if this was new Title III or old Title III and Julie advised it is new Title III.

Expense

Discussion General: Paul explained his plan to repair and replace radio repeaters along with grants he is working on including night vision goggles and cell phone boosters for the Sheriff's Department. The grants are competitive and there is no guarantee the county will receive any. Paul has had success in the past getting grants he has written approved including 7 from last year that he wrote. Paul is also trying to get trauma kits for county buildings and mobile repeaters for Sheriff's vehicles and SAR.

5200060 Pay General-Adm Cost Reimb: Paul explained this is for indirect costs for anyone who does work for emergency management (administrative costs).

5200062 Contractual/Prof Services: Paul explained this fund was used to cover the emergency alert system currently being used (Alertsense). The State is now paying for an emergency alert system and Alertsense will be going away. Paul will advertise the new program as soon as it is ready to go and is attending training on its use currently. The new system will save the county \$2800 a year.

GENERAL DISCUSSION: Rob pointed out several positions need to be discussed including the Sheriff's Department and Justice Court. Bob agreed that hard discussions are going to need to be made.

Upcoming meeting dates:
April 28 at 1 – 4 pm
May 12 at 1 – 4 pm

Amy motioned to adjourn, Rob seconded, passed unanimously.

Meeting adjourned at 12:07 p.m. the next meeting will be on April 28, 2021 at 1:00 p.m.

Respectfully Submitted,

Rob Stewart
Secretary