



## CURRY COUNTY BOARD OF COMMISSIONERS

**Date Approved:**

**December 16, 2020**

Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

### BUSINESS MEETING MINUTES

**December 2, 2020**

Please Note: For detailed information on any agenda item, refer to Audio/Video.

#### 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order by Chair Paasch at 9:01 a.m. Present were Chair Christopher Paasch, Vice-Chair Court Boice, Commissioner Sue Gold.

Also present: Legal Counsel John Huttli, Julie Schmelzer and Brad Rueckert Directors of County Operations, and Administrative Assistant John Jezuit.

The Pledge was recited by all.

#### 2. LINE OF DUTY CASUALTY REPORT

Boice gave the report.

#### 3. AMENDMENT/APPROVAL OF THE AGENDA

Gold – Add, as 7H, a letter to Governor Brown regarding Curry County's COVID-19 concerns

Boice – Add, before Consent Agenda and after Presentation, statement about censure.

Boice - Pull 5B and Pull 7B

Boice – Move 6H to 7I

Schmelzer - Pull 10A and 11 – New hire background check not done.

Motion by Gold, seconded by Boice, to approve agenda as amended. Motion carried unanimously.

#### 4. PUBLIC COMMENTS

Ann Vileisis spoke about the status of the Floras Lake Land Swap. Gordon Clay spoke about the Suicide Awareness and Prevention Council and impact of the COVID-19 pandemic on suicide rates

#### 5. PRESENTATIONS

##### A. Marine Deputy of the Year - Sheriff Ward

Ward introduced (via GoToMeeting) Randy Henry, Oregon State Marine Board. Henry thanked everyone, spoke about Deputy Walter Scherbarth's career of accomplishments, actions, and interactions with citizens, awarded the State of Oregon Marine Officer of the Year Award and addressed the importance of wearing life jackets. Ward presented the State award and a Curry County certificate to Scherbarth who received a standing ovation. Scherbarth spoke about his history of work on the Rogue River.

##### AGENDA ITEM 5B PULLED

##### B. ~~Bio-Char Presentation ... Future Wood Waste and Fire Fuel Abatement~~ — Commissioner Boice

Boice read a statement about the November 18, 2020, censure and noted he will have a full statement in response at the December 16, 2020 meeting.

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## 6. CONSENT AGENDA

- A. Minutes Business Meeting November 18, 2020
- B. Appoint Mountain Drive Special Tax District Board Member
- C. Adoption of a Position Description for an Existing Position – Deputy Clerk I
- D. Reclassification of an Employee – Lindsay Harris
- E. Curry Health Foundation Grant for Emergency Management
- F. Adding Terry Hanscam, Treasurer Elect, to Umpqua Bank Accounts
- G. Authorizing Special Procurement Body Scanner
- H. Adoption of a Position Description for an Existing Position – Custodian – AGENDA ITEM 6H MOVED TO 7I.
- I. Appoint Commissioner Boice as the Curry County Board of Commissioners Voting Delegate at the Annual December 11, 2020 AOCC (Association of Oregon & California Counties) Meeting

Motion by Boice, seconded by Gold, to approve consent agenda as amended. Motion carried unanimously.

## 7. DISCUSSION/ACTION ITEMS

- A. CARES (Coronavirus Aid, Relief, and Economic Security) Act, COVID-19 Relief Funds for Small Businesses in Curry County – Summer Matteson Economic Development Coordinator  
Boice introduced (via Zoom) Terry Haga, Executive Director/Finance Manager, CCD (Coos Curry Douglas) Business Development Corporation and (via GoToMeeting) Kyle Stevens, Executive Director, SOWIB (Southwestern Oregon Workforce Investment Board). Matteson, using an eight (8) slide PowerPoint, gave an overview of CARES Act funding for Small Business. A discussion with the Commissioners, Matteson, Haga, Huttli, and Stevens ensued about the specific details and timelines involved.

Motion by Boice, seconded by Gold, to receive and disburse the COVID-19 relief funds from the State of Oregon under the 23 page agreement. Motion carried unanimously.

Motion by Boice, seconded by Gold, to approve an order authorizing a contract between CCD and the County to process, award, and report the COVID-19 relief funds for Curry County businesses with agreed amendments. Motion carried unanimously.

- ~~B. Increasing Zoom Video Meeting Commissioner Hearing Room Capacity – Up To 20 Attendees ... Commissioner Boice – Economic Development Assistant Miranda Plagge – AGENDA 7B ITEM PULLED~~

- C. Curry Board of Commissioner Meeting Respectful and Proper Record Keeping – Guidelines - Political Differences - New Policy Discussion Commissioner Boice  
Boice stated a need to develop a policy. Gold prefers very brief minutes. Paasch noted the minutes should comply with Oregon statutes. No motion was made.

- D. Revising a Job Description and Developing Related Programs – Julie Schmelzer, Community Development Director  
Schmelzer spoke about Miranda Plagge's, Economic Development Assistant, changing workload, increased responsibilities and detailed the benefits and advantages of the job description changes. A

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discussion involving Boice, Hutt, Paasch, Plagge, and Schmelzer followed with a recommendation for a further discussion at a workshop in December 2020 or January, 2021.

E. Discuss Staffing In Community Development – Julie Schmelzer Community Development Director

Schmelzer explained the details of the proposal to the Board and stated the intent is to put together a job description and, if approved, come back to the Board with an Order. A discussion followed with a motion.

Motion by Gold, seconded by Boice, to approve a half time position for building and planning and code enforcement. Motion carried unanimously.

F. Adopting a Model Policy for Notification of Employees when COVID-19 Occurs – Julie Schmelzer, DCO (Director of County Operations)

Schmelzer stated this is the OSHA (Occupational Safety and Health Administration) model policy tailored to Curry County.

Motion by Gold, seconded by Boice, to adopt the model policy for notification of employees when COVID occurs. Motion carried unanimously.

G. Ordinance Creating a Housing Committee – Commissioner Paasch

Paasch explained the proposed Ordinance. A lengthy discussion involving Barnes, Boice, Gold, Hutt, Matteson, and Schmelzer followed, The discussion addressed community concerns, community partner organizations, and suggested amendments to the proposed ordinance.

Motion by Gold, seconded by Boice, to approve this committee with the corrections that were made. Motion carried unanimously.

H. Letter to the Governor about Curry County COVID-19 pandemic concerns – Commissioner Gold  
Gold read the letter and asked the Board for support.

Motion by Gold, seconded by Boice, to approve the letter. Motion carried unanimously.

MOVED FROM 6H TO DISCUSSION

7I Adoption of a Position Description for an Existing Position – Custodian – Commissioner Boice  
Boice spoke about funding and facilities maintenance staffing.

Motion by Gold, seconded by Boice to approve. Motion carried unanimously.

**8. DIRECTOR'S REPORT**

Schmelzer spoke about

- Three (3) county properties were sold December 1, 2020 for the minimum bid;
- Revenues
  - TLT (Transient Lodging Tax) revenues are more than anticipated,
  - Business Licenses revenues,
  - Revenues from lottery are down which impacts Economic Development, and
  - Building department higher than expected;

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- Future plans to move Public Health from Annex to Colvin building;
- Employee evaluations at the December 16, 2020 business meeting;
- The tablet from Parks and concern over reservations;
- Governor Brown extending the COVID-19 pandemic freeze; and
- Addressed answering of Board of Commissioner Office phone.

Rueckert spoke about

- Work on contracts
  - Animal Shelter and
  - GIS (Geographic Information System);
- Working with Chet Brewer on courthouse security; and
- NeoGov software initial training completed and expect to go live early January, 2021.

## 9. COMMISSIONER UPDATES

A. Commissioner Paasch

None

B. Commissioner Boice spoke about

- Boice-Cope Park laptop and praised the job the Meakins did with reservations
- The upcoming revision of his recovery plan from January, 2017 which will be ready mid-January, 2021
- County finances
- COVID-19 pandemic
  - Sherrie Ward press releases on statistics and their impact on suicide and mental health issues
  - Social distancing
  - CDC (Centers for Disease Control and Prevention)

C. Commissioner Gold spoke about

- The number of deaths in the United States attributed to the COVID-19

## 10. EXECUTIVE SESSION - AGENDA ITEM 10A PULLED

~~A. Executive Session per ORS 192.660(2)(a)~~

~~192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.~~

## 11. HIRE ORDERS - AGENDA ITEM 11 PULLED

~~A. Hire of a New Employee - Custodian - Julie Swift Payroll and Personnel Coordinator~~

12. **OTHER** (ORS.192.640( 1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")

## 13. ADJOURN

Chair Paasch adjourned the meeting at 11:59 a.m.

Curry County Strategic Plan:

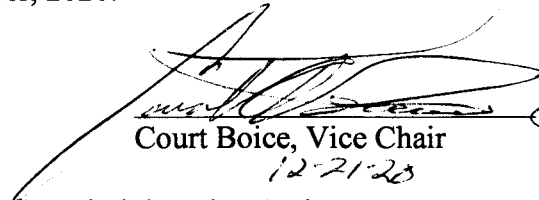
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Dated this 16th day of December, 2020.



Christopher S Paasch, Chair



Court Boice, Vice Chair



Sue Gold, Commissioner

Minutes prepared by: John Jezuit, Administrative Assistant

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