

Morrow County Board of Commissioners Meeting Minutes
May 8, 2019
Irrigon Branch of the Oregon Trail Library District, Community Room
Irrigon, Oregon

Present

Chair Jim Doherty
Commissioner Melissa Lindsay
Commissioner Don Russell
Darrell J. Green, Administrator

Kate Knop, Finance Director
Richard Tovey, County Counsel
Roberta Lutchter, Executive Assistant

Call to Order & Pledge of Allegiance: 9:00 a.m.

City & Citizen Comments: None

Open Agenda: Commissioner Lindsay offered congratulations to the Heppner Mustang Golf Teams, Girls and Boys, for winning at the District Tournament. She specifically mentioned the coach for the Girls Team, Matt Scrivner, Public Works Director.

Consent Calendar

Commissioner Lindsay requested to remove the Accounts Payable.

Commissioner Lindsay moved to approve the remaining items in the Consent Calendar:

- 1. Minutes: April 3rd & 10th*
- 2. Draft of the Audit Services Request for Proposals for a Certified Public Accountant firm to conduct the Financial and Compliance Audits for the County for fiscal years ending June 30, 2019 through June 30, 2021.*
- 3. Out-of-State Travel Request from the Finance Director to attend Government Finance Officers Association Annual Conference in California*

Commissioner Russell seconded. Unanimous approval.

Accounts Payable

Commissioner Lindsay asked about a toaster oven purchase of \$93.49.

Finance Director Kate Knop said her office was researching the purchase by the Sheriff's Office because it's not the standard practice of the County to purchase appliances. They are still following-up with questions, she said.

Commissioner Lindsay said with that explanation and the additional research, she moved to approve the Accounts Payable, May 9th, \$174,877.21; Four Manual Check Runs: April 24th, \$518.87; April 29th, Retirement Taxes, \$173 & \$5,000; Community Bank, \$189,997.60.
Commissioner Russell seconded. Unanimous approval.

Discussion Concerning Purchase by Sheriff's Office

Sheriff Ken Matlack

Undersheriff John Bowles

Communications Lieutenant Kristen Bowles

Communications Sergeant Sarah Smith

Sheriff Matlack said he approved the purchase of the toaster oven because those types of things have always been provided in the break room and are part of doing business. In addition, he said dispatchers cannot leave the facility, which is more critical during swing shift than night shift. Maybe it's not something all departments do, but it's something the Sheriff's Office does and he said he didn't know why it was being questioned.

Commissioner Lindsay said when she reviewed the APs, she did not have access to the list of billing codes by department, nor could she view any of the details. She said when she has questions, she usually contacts the Finance Department in advance of the meeting but for various reasons, that did not happen this time. As one of six people whose signatures certify the APs, she said she takes that seriously, and that her questions help her to be prepared when members of the public, in turn, ask her questions.

Ms. Knop said the purchase was coded to the 911 Emergency Fund, Office Supplies, but historically items such as this have not been paid by taxpayer dollars. Perhaps this is an opportunity to revisit this issue to determine what the Board wants to accept for break rooms and standardize what we provide in break rooms, especially with the upcoming north end building project, she said. Continuing, she said, the break room in the Bartholomew Building has appliances purchased by individuals and by groups of employees who shared the costs. The group purchases were made with the understanding when an employee leaves, he or she lets go of interest in the item.

Sgt. Smith said the Sheriff's Office has two employees in dispatch with dietary restrictions who can't use a microwave because it "rubberizes" the food and they can't digest it.

Commissioner Russell said the County needs to determine what will be basic equipment in break rooms and standardize it throughout the County.

Chair Doherty agreed with Commissioner Russell and said questions have to be asked, no matter the department. Discussions are valid and welcome, he added.

Legislative Updates

Miscellaneous discussions on the current status of several bill.

Business Items

Irrigon Building Update

Darrell Green, Administrator

Mr. Green said interviews were held on May 1st with all three of the firms that submitted proposals. The Intent to Award for Project Management & Owner's Representative Services will be published either Friday or Monday in the Daily Journal of Commerce, however, nothing

is final until after the May 22nd protest deadline. He said conversations have begun concerning the written agreement for Owner's Rep Services and once completed, things will move along quickly.

Morrow County Goals

Mr. Green proposed a facilitated Goal Setting Workshop to help define common goals to assist in Long Range Planning, Strategic Planning, and then in developing the vision or branding of the County. In researching options, he said he contacted other county administrators about their experiences with facilitators and then obtained three quotes. However, one of the facilitators was travelling and needed additional time to work-up a complete quote, so he said he will report back next week with more information, if the Commissioners were agreeable. The Board supported Mr. Green moving forward with the Goal Setting Workshop.

Additional Documents Related to Federal Lands Access Program (FLAP), East of Morphine Lane Improvement Project

Sandi Pointer, Public Works Management Assistant

Ms. Pointer explained the County originally applied for the FLAP Grant in 2016; the Board signed the Match Agreement on February 14, 2018, followed by the Project Memorandum of Agreement on March 27, 2019. The documents needed in order to proceed were:

1. Amendment #1 to the Project Memorandum of Agreement
2. Disclosure of Lobbying Activities
3. Assurances – Construction Programs
4. Additional Required Statements & Assurances for Grant Awards from Federal Highway Administration – Western Federal Lands
5. Application for Federal Assistance SF-424

Commissioner Russell moved to approve Chair Doherty signing the additional documents needed for the Federal Lands Access Program Grant Funds. Commissioner Lindsay seconded. Unanimous approval.

Department Reports

Planning Department Monthly Report

Carla McLane, Planning Director

Ms. McLane reviewed her report and discussed the update to the Planning Commission Bylaws by the Planning Commission. It was agreed the process would be: County Counsel review, sign-off by the Planning Commission, followed by signature by the BOC.

Chair Doherty then asked about Code Enforcement activity in the Planning Department Office.

Ms. McLane said there were currently 32 open cases, 24 of which involved the possible use of recreational vehicles as dwellings. She said the staff member assigned to code enforcement related work is part-time at 19 hours per week and has other duties, as well. She said she agreed with the Board's goal to increase code enforcement activity, but there are not enough people to

accomplish that. The Commissioners first need to determine what kind of resources they are willing to put into it, she said. Discussion.

Chair Doherty referred to the recent process by the Planning Department to update the Code Enforcement Ordinances, and said it will have been an exercise in futility unless steps are taken to enforce the codes on behalf of the people of the County. He then asked if a Work Session on Code Enforcement was planned, to which Mr. Green replied it was.

A discussion took place on public access roads in the County. Chair Doherty requested a map be generated to show all County roads and their classifications.

Veterans Services Quarterly Report

Linda Skendzel, Veterans Services Officer

Ms. Skendzel said the Salute to Veterans Dinner on March 29th in Irrigon went very well, with approximately 80 participants. Next year's event will probably be held in Boardman and she said she hoped it would be even better. She also reported the Wellness Fair held at Ione American Legion Post 95 on April 26th was another successful event. An important upcoming event will be the Veterans Benefit Expo 19 at the Pendleton Convention Center on July 27th. And lastly, the Morrow County Veterans Services Office will sponsor a greased pig contest at the Morrow County Fair, and there will be free admission for all veterans on "Veterans Day at the Fair," Friday, August 16th.

Correspondence

- Energy Facility Siting Council Agenda, May 16th & 17th, Hotel Condon, Condon, Oregon

Commissioner Reports

- Commissioner Lindsay discussed the Owner's Rep RFP interviews of May 1st and yesterday's tour of Finley Buttes Landfill and Finley BioEnergy, LLC. She said she'd never been there and learned a great deal. She said the dehydration plant tour was "amazing," as was seeing the whole process there. Chair Doherty reminded Commissioner Russell that Multnomah County Commissioner Jessica Vega Pederson recently said she would like to see energy produced there, when in fact, it has been produced there for quite some time. Perhaps he should invite her to take a similar tour, suggested Chair Doherty. Commissioner Lindsay agreed and went on to review her calendar of upcoming meetings.
- Commissioner Russell said phone conferences continue regarding the Retirement Plan redesign and the expectation is to have information from the actuary to show options of how things project out over time. He also discussed his upcoming meeting schedule.
- As reported last week by Chair Doherty: Governor Brown nominated James Nash to the Oregon Department of Fish & Wildlife Commission, who also happens to be the son of Wallowa County Commissioner Todd Nash. James Nash is a hunter/outfitter from Enterprise but environmental groups pushed back because there were pictures of him on

social media with big game animals he killed. Chair Doherty provided the following update: James Nash's name was removed from consideration. He said the photos were from a trip sponsored by a philanthropist who wanted to pay for a big game hunting experience for a wounded warrior. That was the only time James Nash went on such a trip, he said.

11:42 a.m. Executive Session – Pursuant to ORS 192.660(2)(a) – To consider the employment of a public officer, employee, staff member or individual agent

12:18 p.m. Closed Executive Session

12:18 p.m. Resumed Regular Session

Signing of documents

Adjourned: 12:34 p.m.