

**Morrow County Board of Commissioner Meeting Minutes
December 4, 2019
Bartholomew Building Upper Conference Room
Heppner, Oregon**

Present

Vice Chair Melissa Lindsay
Commissioner Don Russell
Darrell J. Green, Administrator
Kate Knop, Finance Director
Richard Tovey, County Counsel

Karmen Carlson, Human Resources Director
Roberta Lutchter, Executive Assistant
Excused
Chair Jim Doherty

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

City & Citizen Comments: None

Open Agenda: Vice Chair Lindsay requested a discussion on the status of the request for proposals for an update to the Interchange Area Management Plan.

Consent Calendar: Vice Chair Lindsay requested a correction to the October 30th minutes to clarify the name of a meeting she attended: Oregon Water Vision 100-Year Plan. She also asked that the item related to the cancellation of non-collectible personal property taxes be moved to Business Items.

Vice Chair Lindsay moved to approve the following items in the Consent Calendar, including the correction to the October 30, 2019 minutes to reflect her attendance at the Oregon Water Vision 100-Year Plan meeting:

1. *Accounts Payable, December 5th, \$71,972.28; Void Check, November 27th, \$53.29*
2. *Minutes: October 30, 2019 with correction previously noted*
3. *2019-2021 CareVan Good Shepherd Purchase Service Agreement; effective July 1, 2019 through June 30, 2021; \$5,500 per year to the provider - Good Shepherd Health Care System*

Commissioner Russell seconded. Unanimous approval.

Business Items

Petition & Order No. OR-2019-15 – Cancelling Non-Collectible Personal Property Taxes

Mike Gorman, Assessor/Tax Collector

Vice Chair Lindsay noted the dollar amounts were small on these (\$695.12 total) but asked what kind of actions were taken regarding collection.

Mr. Gorman said the Petition and Order are related to delinquent taxes on six manufactured homes that have been destroyed or no longer exist. The owners are no longer in the County but there were personal property tax warrants filed and until those are satisfied, it goes against their credit. This means there's still an opportunity to get the money back, he added.

Vice Chair Lindsay moved to approve Petition and Order No. OR-2019-15: In the Matter of Cancellation of Personal Property Taxes. Commissioner Russell seconded. Unanimous approval.

Department Reports

Sheriff's Office Monthly Report

Melissa Ross, Administrative Lieutenant

Lt. Ross reviewed the statistics for the month of November. She noted it's nearly been a full year since the format of the report was changed. Commissioner Russell said he appreciated the added detail and the ability to track trends up or down.

Business Items, continued

Drone Presentation

Sandi Pointer, Public Works Management Assistant

Darryl Abling, Eastern Oregon Regional Airport, Unmanned Aircraft Systems (UAS) Range Manager

Ms. Pointer said drone activity at the Lexington Airport has increased, which could be expanded. However, she thought a presentation by Mr. Abling about the program in Pendleton might be helpful to the Board.

Mr. Abling discussed his professional background, the size of the Pendleton UAS Range (14,000 square miles) and the advantages of the airspace there compared to other areas. Other topics during his presentation included:

- Research being conducted at the Range
- Types of companies/entities participating in the research
- The need for hangar space – public vs. private ownership
- Job and business opportunities in the UAS market

Discussion continued following Mr. Abling's presentation. The Commissioners decided a Work Session should be scheduled to discuss the pros and cons in greater detail.

Request to Change Status of Registered Nurse Position from Temporary to Part-Time

Sheree Smith, Public Health Director

Ms. Smith's request regarding a temporary, fill-in RN involved two decisions:

1. Because of the rules pertaining to "temporary" status, the Department's temporary, fill-in RN can only work six months and then cannot work again until the following year. Ms. Smith was under the assumption the status had been changed in 2017 to allow this position to work year-round but recently learned that was not the case. The request is to remove the "temporary" status and change it to "part-time."
2. The RN in this position was previously employed by the Public Health Department from 2010-2016, and was at step 16D on the employee wage scale when she resigned. When she came back three months later as a temporary, fill-in RN, she was placed at step 16A. The request is to place the employee at step 16D. Based on average hours, the change will result in an additional cost of \$895 per year.

Discussion.

Commissioner Russell moved to grant the requests - approve the request to move the Registered Nurse fill-in position from temporary status to part-time status, and restore the current RN in the position to step 16D. Vice Chair Lindsay seconded for discussion. Vice Chair Lindsay

expressed concern this appeared to be an FTE request outside the normal request process. Ms. Smith explained it was an existing position. Finance Director Kate Knop agreed with Vice Chair Lindsay's perspective and said it changed the status of the RN's employment. Ronda Fox, Finance Management Assistant, noted the hours for the position will still have a cap for the year. Discussion continued. Vice Chair Lindsay said she was in support of Public Health's goal but this should have gone through the FTE process when a permanent position is being created. In the future, she said, this should be handled differently. Vote: Unanimous approval.

Supplemental Budget Resolution No. R-2019-23 for Special Transportation and FTA Funds

Kate Knop, Finance Director

Ms. Knop explained the supplemental budget would authorize an increase in the STF Fund grant revenue and appropriations by \$737,336 due to an increase in State STF dollars for fiscal year 2019-2020. The FTA Fund grant revenue and appropriations will have a net decrease of \$75,500. She reviewed in greater detail.

Vice Chair Lindsay moved to approve Supplemental Budget Resolution No. R-2019-23 for the Special Transportation and FTA Funds. Commissioner Russell seconded. Unanimous approval.

Review Planning Manager Job Description

Karmen Carlson, Human Resources Director

The Commissioners discussed making several changes to the Planning Manager job description to better reflect their vision for the position as it relates to the Community Development Director position which will oversee the Planning Department.

Vice Chair Lindsay moved to approve the Planning Manager position for Morrow County and adding it to the Management Scale as a Range 20, incorporating the changes discussed. Commissioner Russell seconded. Unanimous approval.

Irrigon Building Update

Darrell Green, Administrator

Mr. Green said he started working on the contract with Fortis Construction Inc., as well as starting the replat process for the lots in Irrigon.

Department Reports, continued

Administrator's Monthly Report

Darrell Green

Mr. Green reviewed his report.

Treasurer's Written Monthly Report

The written report submitted by Treasurer Gayle Gutierrez was reviewed in her absence.

Business Items, continued

Status Update - Interchange Area Management Plan

Mr. Green said he followed-up with the Planning Department and learned there were no responses to the request for proposals. He said the RFP referenced an incorrect return zipcode in one of several places it was listed. When Planning staff learned this, they contacted the

engineering firms that have responded in the past. A representative from one of the firms said the dollar amount listed was not worth the time and effort the update would entail. Mr. Green said the dollar amount needs to increase from the \$15,000 agreed to by the three entities (\$5,000 each from Morrow County, City of Boardman and the Port of Morrow). The Board directed Mr. Green to contact the other entities to ask one of them to take the lead on the process.

Correspondence

- Vice Chair Lindsay submitted an email correspondence with contact information for Stephen Jensen, BMAC, Support Services for Veteran Families (SSVF). The email stated the purpose of SSVF “is to provide support, at a community level, to end homelessness among the veteran population...” His email address is stephenj@bmacww.org, phone number 541-969-1503.
- Letter from Christopher Brauer, Presiding Judge, Sixth Judicial District, requesting a resolution to space concerns discussed at the November 13th BOC Meeting with Judge Dan Hill and Trial Court Administrator Roy Blaine. The Commissioners requested a follow-up agenda item in the near future.

Commissioner Reports

- Commissioner Russell discussed the December 2nd Columbia River Enterprise Zone II Board meeting. He said there was tentative agreement to another enterprise zone agreement with Amazon, with the stipulation Amazon sign first. He also provided an update on meetings with the Sheriff’s Office about the car crushing operation. He said economic development partners in the County pledged \$25,000 but the event should break-even because of the salvage value, etc.
- Vice Chair Lindsay reviewed her upcoming meeting schedule.

Signing of documents

Adjourned: 11:30 a.m.