

**Morrow County Court
June 22, 2016
OHV Park
Heppner, Oregon**

Present

Judge Terry Tallman
Commissioner Leann Rea
Commissioner Don Russell
Jerry Sorte, Administrative Officer
Justin Nelson, County Counsel
Karen Wolff, Human Resources Director
Roberta Lutchter, Court Executive Assistant

Audience

Mike Gorman, Assessor/Tax Collector
Burke O'Brien, Public Works Director
Greg Close, Parks General Manager
Melissa Lindsay, Judge-Elect
Sheryll Bates, Heppner Chamber of
Commerce

Call to Order: 10:05 a.m., followed by pledge of allegiance

City and Citizen Comments: No comments

Open Agenda: Jerry Sorte, Administrative Officer, requested a release of a commercial lease be added to the agenda.

Department Reports

Human Resources – Workers' Compensation Premium Payment Options

Karen Wolff, Human Resources Director

Ms. Wolff explained a decision is needed annually as to how to pay the \$97,542 due for Workers' Compensation Insurance – lump sum, quarterly or monthly. She noted the premium is much lower than recent years due to the diligent efforts of employees, Department Heads, Elected Officials and Safety Committee members to mitigate work place injury statistics. After discussion, the Court opted for the lump sum payment. Ms. Wolff said she would prepare the necessary documents to act upon the matter next week.

Sheriff's Department Request to Advertise and Fill – Parole & Probation Work Crew Supervisor
Commissioner Russell moved to authorize the Sheriff's Department advertising and filling the position of Parole & Probation Work Crew Supervisor. Commissioner Rea seconded.
Unanimous approval.

New Business

Funding Request – Heppner Chamber of Commerce

Sheryll Bates, Heppner Chamber Executive Director

Ms. Bates explained the Chamber encountered several significant impacts to the budget when the annual boxing smoker fundraiser could not be held, and when they had to vacate their free office space at the City of Heppner building. In addition, \$7,000 in State Revenue Sharing funds were not passed on to the Chamber from the City, as was past practice. Ms. Bates said the Chamber does have funds in reserve, and she is looking at other cost-cutting measures, but her request is for \$2,500.

Commissioner Russell said the Chamber's current problems are caused by the City of Heppner's decision to not allow them to stay in their building free of charge, and by keeping \$7,000 that was historically given to the Chamber. This appears to be an ongoing operating expense shortfall for the Chamber, he said, and he doesn't want the County to now be funding the Chamber. Ms. Bates said she would not make future requests, and she will be making dramatic cuts. Discussion.

Commissioner Rea moved to approve providing \$2,500 from the Court Discretionary Fund to the Heppner Chamber of Commerce, with the stipulation it will not become an annual request. Commissioner Russell seconded. Aye: Judge Tallman, Commissioner Rea. Nay: Commissioner Russell. Motion carried.

Old Business

Bid Award – Asphalt Contractor for Miscellaneous Projects

Burke O'Brien, Public Works Director

Mr. O'Brien discussed the two bids received and subsequent evaluation to ensure bid requirements were met. He said the recommendation is to award to Pioneer Construction, Inc. subject to finalizing the contract. County Counsel, Justin Nelson, said while he is not satisfied with the contract language on this and the Bombing Range Road Overlay Project, the award of bid can proceed.

Commissioner Rea moved to award the bid for an Asphalt Contractor for Miscellaneous Morrow County Public Works Projects to Pioneer Construction, Inc. Commissioner Russell seconded. Unanimous approval.

Bombing Range Road Overlay Project

Mr. O'Brien

Kenny Delano, Ferguson Surveying & Engineering

Mr. O'Brien said the bids on this project were reviewed by Public Works in conjunction with Ferguson Surveying & Engineering. The recommendation is to award the bid to Granite Construction Co., he said. Mr. Delano then presented a "Notice of Award for Morrow County Bombing Range Road – Overlay" for signature by the Court. Mr. Nelson said he believed the Court's forthcoming motion and a letter from the Public Works Director would suffice.

Discussion ensued on the contract process and language.

Commissioner Russell moved to award the bid for the Bombing Range Road Overlay Project to Granite Construction Co.; and direct the Public Works Director and County Counsel to modify the language of the contract to a satisfactory point for all parties; additional parameters being any modifications will not change the substantive issues of the contract; and authorize the Public Works Director to sign the Notice of Award of Bid on behalf of the County. Commissioner Rea seconded. Unanimous approval.

Contracts and Orders

Personal & Professional Services Contract – Helion Software, Inc.

Mike Gorman, Assessor/Tax Collector

Mr. Gorman explained this is the annual contract for services in support of the Assessment and Taxation computer software. He said Mr. Sorte and County Counsel reviewed the contract to make sure proper procedures were followed as this is a sole-source contract. Mr. Nelson noted Mr. Gorman's sole-source justification is outlined in his attached memo for the Court.

Commissioner Rea moved to approve the Professional Services Contract with Helion Software, Inc. for Assessment and Taxation Computer Software Services in the amount of \$45,882; and authorize the Assessor/Tax Collector to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Personal Services Contract – Helion Software, Inc. (Clerk's Office)

Clerk, Bobbi Childers' memo explained the contract requires no payment from the County, but will allow electronic recording in Morrow County.

Commissioner Rea moved to approve the Personal Services Contract with Helion Software, Inc., which allows electronic recording in the Morrow County Clerk's Office, and authorize Judge Tallman to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

InterMountain Education Service District (IMESD), CARE Coordinator Services Agreements

Mr. Nelson said he recommended signing the contracts for two different fiscal years, and provided an overview of the events that lead to both agreements being signed at the same time.

Commissioner Russell moved to approve the CARE Coordinator Services Agreement with IMESD for the period beginning July 1, 2015 and terminating June 30, 2016, in the amount of \$10,000, and authorize Judge Tallman to sign on behalf of the County. Commissioner Rea seconded. Unanimous approval.

Commissioner Russell moved to approve the CARE Coordinator Services Agreement with IMESD for the period beginning July 1, 2016 and terminating June 30, 2017, in the amount of \$10,000, and authorize Judge Tallman to sign on behalf of the County. Commissioner Rea seconded. Unanimous approval.

Order Authorizing the County Treasurer to Invest Funds, OR-2016-3

Commissioner Rea moved to approve "In the Matter of Authorizing the County Treasurer to Invest Funds," Order Number OR-2016-3. Commissioner Russell seconded. Unanimous approval.

Order Designating a Newspaper for Publication of the 2016 Morrow County Foreclosure List, OR-2016-4

Commissioner Russell moved to approve "In the Matter of Designating a Newspaper for the Publication of the 2016 Morrow County Foreclosure List," Order Number OR-2016-4,

designating the Heppner Gazette-Times as the paper of record. Commissioner Rea seconded. Unanimous approval.

Release of Commercial Lease

Mr. Sorte said the new owner of the former Lexington school building, Samuel Bellamy, offered to release the County from any obligation to remove the surplus office furnishings stored in the gymnasium in exchange for \$200 from the tenant (County). Mr. Sorte also said it would cost the County more than \$200 to hire a work crew to move the furnishings to a different location.

Commissioner Russell moved to approve the Release of Commercial Lease with Samuel Bellamy in regards to the former Lexington School Gym at 270 West Main Street, Lexington, Oregon, and further allow Mr. Bellamy to take possession of all office furniture in exchange for \$200 from the tenant (County), and authorize Judge Tallman or the Administrative Officer to sign on behalf of the County. Commissioner Rea seconded. Unanimous approval.

County Counsel Report

Mr. Nelson

- Review of contracts continues to take place by both Mr. Nelson and Co-County Counsel, Richard Tovey.
- Produced a letter to close-out the lease on the storage area in Ione where surplus furnishings were stored. Ms. Wolff said Loyal Burns allowed the County to vacate two week early, which was very generous.
- Continues to research conflict of interest or ethics concerns to provide guidance for people who serve on various commissions and boards.

Administrative Officer Report

Mr. Sorte

- Working with former Finance Director, Rick Worden, to identify auditing firms in order to obtain competitive quotes for auditing services.
- Preparing for the next Department Heads & Elected Officials meeting to be held July 12th, 2:00 p.m., Bartholomew Building Upper Conference Room. One agenda item will be performance evaluations and the resources available to assist staff. He said the goal is to have evaluations performed for all staff by the end of the calendar year.

Claims

Commissioner Rea moved to approve the Payroll Payables, Monthlies, dated May 2nd and June 2nd; Payroll Payables, Immediate & Electronic, dated May 25th; June 2016 Indian Retirement taxes, dated June 20th; and Accounts Payable, dated June 23rd, in the amount of \$237,934.27. Commissioner Russell seconded. Unanimous approval.

Minutes

Commissioner Rea moved to approve the minutes of June 15th, as presented. Commissioner Russell seconded. Unanimous approval.

County Parks Update

Greg Close, Parks General Manager

- Dust abatement applied to the gravel roads leading to, and within, the OHV Park to control the dust in the main camping area.
- 4-H Camp was held last week at Cutsforth Park. It went well and it was a very good collaboration with the new Morrow County 4-H Agent, Damion Turner.
- The Annual Youth Fishing Derby at Cutsforth Park saw over 100 kids participating. The Elks Club provided food and drinks.
- Parks personnel have begun trail thinning and general clean-up of logs and brush.
- Attended two grant hearings in Salem – one for a requested new track loader and the other on a request to replace the main shower and camp host office at Cutsforth Park.
- All three Parks have been very busy. Improvements to the building at Anson Wright Park and the new pond have been well received by visitors.

Discussion took place about the need in Heppner for obviously signed parking areas for recreational vehicles so drivers can stop and shop on their way through town.

Correspondence Reviewed

- Letter from Boardman Rural Fire Protection District Chief, Marc Rogelstad, to Commissioner Russell and Mr. O'Brien requesting the speed limit be reduced to 35 miles per hour on Tower Road from the I-84 Interchange to the junction of Tower Road and Kunze Lane. Mr. O'Brien said he forwarded the letter to the Oregon Department of Transportation.

Commissioner Reports

- Commissioner Rea said she attended the Military Airspace Advisory Committee meeting on Tuesday morning. The members would like the committee to continue to function as a conduit to all the branches of the military, power companies, agriculture producers, etc.
- Commissioner Russell said in addition to Monday's County Court meeting with Navy personnel, meetings also took place that day between landowners and Idaho Power Co. representatives regarding the Boardman to Hemmingway Transmission Line Project (B2H); and landowners and in-coming Commissioner Jim Doherty and in-coming Judge Melissa Lindsay to discuss the west of Bombing Range Road route for B2H, during the Port of Morrow Commission public meeting. Commissioner Russell said he plans to ask Senator Jeff Merkley to champion that route during his Morrow County Town Hall meeting in Lexington on June 26th.
- Judge Tallman said he attended this week's Fair Board meeting. Fair preparations are on-track and well under way, he said. Ms. Wolff then noted that the 2016 Fair Premium Book is dedicated to Judge Tallman. He commented it was quite a surprise.

Lunch Recess to The Landing Restaurant: 12:05 p.m.

Tour of the OHV Park followed lunch

Adjourned: 4:00 p.m.