

Morrow County Board of Commissioners Meeting Minutes
April 12, 2017
Irrigon City Council Chambers
Irrigon, Oregon

Present

Chair Melissa Lindsay
Commissioner Don Russell
Commissioner Jim Doherty
Jerry Sorte, Administrative Officer
Karen Wolff, Human Resources Director
Roberta Lutchter, Executive Assistant

Call to Order: 9:02 a.m., followed by pledge of allegiance

City and Citizen Comments

Barb Huwe, Irrigon

Ms. Huwe asked the Board to retain the Planning Department in Irrigon, as well as, the other departments currently offering services there (Sheriff's Office, Parole and Probation, Justice Court, Veterans Services, County Clerk). She presented a petition supporting her request which contained 124 signatures. Ms. Huwe also said retaining these offices in Irrigon will help local businesses, which are already struggling.

Bill Kelly, Irrigon

Mr. Kelly said he would like to see a comparison between staying in Irrigon versus moving services to Boardman. Commissioner Russell said he too would like that. He added the County is a long way from construction and is still in the planning stage but would be remiss if it didn't look at other options, such as purchasing an existing building in Boardman and remodeling it.

Chair Lindsay said north County facility needs are a high priority and have been in the discussion phase too long. She said the Board is committed to the communities in the County but has to be fiscally responsible at the same time.

Aaron Palmquist, Irrigon City Manager

Mr. Palmquist told the Board if it is considering moving services to Boardman, then move them all. Don't consider leaving partial services that attract a less desirable element, such as Parole and Probation and the Justice Court, and move the rest elsewhere. Why take the good and leave the bad, he asked.

Sam Heath, Mayor of Irrigon

Ms. Heath said she agreed with the comments made today and thanked the Board for listening to the concerns of Irrigon residents.

Wayne Huwe, Irrigon

Mr. Huwe said he's been in construction in Irrigon and in the majority of cases, remodeling costs are more expensive per square foot than building new due to unforeseen circumstances and expenses.

Open Agenda: Add Oregon Department of Transportation Agreement #31545

Consent Calendar

Chair Lindsay requested that the Parks Purchase Pre-Authorization Request for two metal buildings be moved from the Consent Calendar to Business Items.

Commissioner Russell moved to approve the following items in the Consent Calendar:

- 1. Accounts Payable dated April 13th; Payroll Payables, Immediates & Electronic dated March 28th and April 3rd; Payroll Payables, Monthlies dated April 3rd; April 2017 Retirement Taxes dated April 6th*
- 2. Letter of Support for the Regional Conservation Partnership Program – Direct Seed Preservation/Russian thistle Reduction Area*
- 3. Purchase Pre-Authorization, Morrow County Parks, pressure washer*

Commissioner Doherty seconded. Unanimous approval

Purchase Pre-Authorization Request, Parks Department, Two Metal Buildings

Greg Close, Parks Manager

Mr. Close said two metal building are available for purchase at a reduced rate. They are new but never used; are four years old; and would be used to store equipment and machinery. He explained the Parks Department is funded through the Parks Budget, which consists only of grant funds, meaning no General Fund dollars are involved. Mr. Close reviewed two other bids he obtained as required by statute when the total amount exceeds \$10,000.

Commissioner Doherty moved to approve the Purchase Pre-Authorization Request from Morrow County Parks for the purchase of two metal buildings, total amount \$12,000, and authorize Chair Lindsay to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Resolution R-2017-10 – Supporting a Transportation Funding Package in the 2017 Legislative Session

Commissioner Doherty moved to approve In the Matter of Providing Support for a Transportation Funding Package in the 2017 Legislative Session, Resolution No. R-2017-10. Commissioner Russell seconded. Unanimous approval.

Review Charter of the Public Health Local Community Advisory Council (LCAC) to determine the number of eligible voting members and review appointment

Sheree Smith, Public Health Director

At an earlier BOC meeting, the question came up about the number of eligible voting members on the LCAC. A memo from County Counsel Justin Nelson explained the following:

“A review of the LCAC Charter specifies that the role of the Board of Commissioners is to review all applications from members to join the LCAC. The Board of Commissioners then nominates any application they would like considered to be appointed onto LCAC. The actual appointment of LCAC members is done by the Eastern Oregon Coordinated Care Organization Board of Directors.

The LCAC Charter also does not differentiate between different appointed members. It appears that any appointed member of the LCAC is also considered to be a voting member of the LCAC.”

Commissioner Russell moved to nominate Terry Tallman to the Local Community Advisory Council with the understanding the nomination will be forwarded to the Eastern Oregon Coordinated Care Organization for consideration by its Board of Directors. Commissioner Doherty seconded. Unanimous approval.

Public Health Staffing Request

Sheree Smith, Public Health Director

Karen Wolff, Human Resources Director

Ms. Smith explained the request involves the recent hire of an experienced nurse at 0.6 FTE (full time equivalent). Ms. Smith said she would now like permission to increase the position to 0.8 FTE using a currently vacant part-time Community Health Educator position. She said she further plans to review and analyze funding levels to demonstrate support at a full-time level for consideration during the upcoming Budget Committee Hearings. Discussion.

Commissioner Russell moved to approve the FTE request to 0.8 FTE using 0.4 FTE as Nurse Case Manager and 0.4 FTE as Community Health Educator noting there is currently money in the budget for the remainder of this fiscal year, but full-time funding for the 2017-2018 Fiscal Year will be dependent on the outcome of the Budget Committee Hearings and negotiations. Commissioner Doherty seconded. Unanimous approval.

Commissioner Doherty moved to approve the new Job Description of Nurse Case Manager/Community Health Educator and assign it to Pay Range 16. Commissioner Russell seconded. Unanimous approval.

Resolution No. R-2017-11 – Transferring Appropriations within the General Fund

Kate Knop, Finance Director (via telephone)

Ms. Knop explained Assessor Mike Gorman would like to purchase four Microsoft Surface Pro tablets but needs to transfer funds within his budget to do so. This Resolution will allow for that transfer of funds already in the budget, she said.

Commissioner Russell moved to approve Resolution No. R-2017-11 – In the Matter of Transferring Appropriations within the Morrow County General Fund, Pursuant to ORS 294.463(1). Commissioner Doherty seconded. Unanimous approval.

Resolution No. R-2017-9 – Approving an Agreement between the Sponsors of the Columbia River Enterprise Zone (CREZ) and VaData Inc.

Commissioner Russell, who also serves as Chair of the CREZ, explained a resolution is necessary from all the partners of the CREZ in order to approve an agreement. The other partners are the City of Boardman and the Port of Morrow.

Commissioner Doherty moved to approve Resolution No. R-2017-9 – In the Matter of Approving an Agreement between the Sponsors of the Columbia River Enterprise Zone and VaData Inc. Commissioner Russell seconded. Unanimous approval.

Equity Fund Loan Review Committee Meetings and Public Meeting Laws

For informational purposes, the Board reviewed the memo from Richard Tovey, County Counsel, which stated “Morrow County Equity Fund Committee meetings are public meetings and should be noticed and conducted accordingly. The discussion of financial statements and other specific information or records may be heard in executive session with any decision being made outside of the executive session.”

Establish Cost of Living Adjustment (COLA) for Fiscal Year 2017-2018 – Nonrepresented Employees

Karen Wolff, Human Resources Director

Ms. Wolff explained each year the Commissioners are asked to set the COLA that will be applied to the wages for all employees not covered by a Collective Bargaining Agreement. Since FY 2011-2012, that rate has been three percent, she said. Brief discussion.

Commissioner Russell moved to approve a three percent Cost of Living Adjustment for Nonrepresented Employees. Commissioner Doherty seconded.

Discussion: Chair Lindsay requested that next year the compensation related discussions and decisions occur in a different order. She said she'd like the analysis of COLAs for Nonrepresented Employees to take place prior to the analysis for Elected Officials; Commissioner Doherty agreed. Ms. Wolff said she will plan for it to take place January 2018. *Unanimous approval.*

Surveyor Compensation

Karen Wolff, Human Resources Director

Ms. Wolff provided a status update on her research into the compensation of the Surveyor as to whether or not Morrow County is paying him in an appropriate manner. She said our Surveyor, Stephen Haddock, suggested she review the method used by Crook and Jefferson Counties. She said she will contact both counties again because her initial contacts did not indicate they used Professional Services Contracts, which is what Mr. Haddock is relaying. She said she will return with additional information in the near future.

Shriever Replat

Stephen Wreccics, GIS Planning Tech

Commissioner Doherty moved to approve a Replat of Lots 8 and 9, Riverfront, Block 37 West. Located in the NW ¼ of Sec. 23, T5N, R26E, W.M., Morrow County, Oregon from Robert John Schriever and Carlene Harriet Schriever. Commissioner Russell seconded. Unanimous approval.

Staff Reports

Planning Department Monthly Report

The written report submitted by Carla McLane, Planning Director, was reviewed. Items covered in her report included Active Projects with Oregon Department of Energy/Energy Facility Siting Council; Transportation System Plan Appendix B Update; Farm and Forest Use Model Code Update; tentative schedule for a Work Session on Planning related topics with the BOC; and an update on the Governor's Advisory Committee on Energy and Agriculture.

Justice Court Quarterly Report

Judge Ann Spicer

Judge Spicer inquired of the Board as to what they are looking for in quarterly reports since she hasn't done one before. After discussion, it was determined her updates can come in the form of reports already generated in her office that break down payments to the Justice Court in both Heppner and Irrigon and how the fines are distributed to the County and the State, etc.

Judge Spicer brought up the subject of a proposed memorandum of understanding (MOU) submitted by the Morrow County Circuit Court, Sixth Judicial District. The cover letter from the Sixth Judicial District explains the MOU is to facilitate "communication among the Sixth Judicial District's Circuit Courts, Morrow County administrative personnel, the Morrow County Justice Court, and the District Attorney regarding the use and scheduling of the Morrow County Courthouse court facility for court, grand jury and law library purposes...and the coordination of the use of the" Courthouse by Circuit Court and Justice Court.

Judge Spicer explained the Circuit Court was sent a letter in November outlining Morrow County's needs and the Circuit Court representative said they would include them in the agreement. She said none of the points were included in the MOU except in a negative manner. The MOU also allows the Circuit Court to "walk away at any time and gives them complete control of the second floor of the Courthouse," she said. Judge Spicer's recommendation was to ignore the MOU until it addresses the items in the November communication.

Oregon Department of Transportation (ODOT) Intergovernmental Agreement (IGA) #31545

Burke O'Brien, Public Works Director (via telephone)

Mr. O'Brien said this agreement allows oversize/overweight single trip permits on County roads to be issued by the County Road Department. He said the Road Department prefers this control as certain bridges and roads aren't able to handle some loads, and it's a way to monitor the type

and amount of traffic in these areas. It supersedes and replaces Agreement No. GF 18531 in its entirety.

Commissioner Doherty moved to approve Oregon Department of Transportation Miscellaneous Contracts and Agreements #31545, Intergovernmental Agreement, Continuous Operations Variance Permit Authorization, Morrow County, to be effective upon the date all required signatures are obtained and shall terminate 10 years from the date of execution. Commissioner Russell seconded. Unanimous approval.

Correspondence

- Agenda for The Loop – Morrow County Transportation Advisory Committee Meeting on April 18th
- Notice of Town Hall Meeting for U.S. Senator Ron Wyden in Boardman on April 22nd

Commissioner Reports

- Commissioner Doherty discussed the “Stepping Up Initiative” through the Association of Oregon Counties and how it relates to Community Counseling Solutions. (It’s described as “A national effort to reduce the number of people in the criminal justice system due to mental illness” on the AOC website.) Commissioner Doherty also discussed other AOC legislative committee meetings he attended in Salem.
- Commissioner Russell said he too attended AOC legislative committee meetings in Salem. One meeting on Economic Development concerned House Bill 2904 which would keep counties outside the metropolitan area in rural long term enterprise zones, if they so choose.
- Chair Lindsay said she has been spending time with staff in an effort to get needed policies and procedures in place. She also discussed an email from Mike Ladd, Oregon Water Resources Department, North Central Region Manager that Willow Creek Dairy received authorization for short term water use.

Purchase Pre-Authorization Request – Two Metal Buildings, continued

Ms. Wolff said she just received email notification from Mr. Close that the buildings he received approval to purchase were no longer available.

Adjourned: 10:56 a.m.