

Morrow County Board of Commissioners Meeting Minutes
November 7, 2018
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Don Russell

Commissioner Jim Doherty

Commissioner Melissa Lindsay

Darrell Green, Administrator

Kate Knop, Finance Director

Justin Nelson, County Counsel

Karmen Carlson, Human Resources Director

Roberta Lutcher, Executive Assistant

Call to Order and Pledge of Allegiance: 9:01 a.m.

City and Citizen Comments: Clerk Bobbi Childers conveyed the unofficial results from the November 6th election. She also discussed the new voting machine saying it saved time and was very accurate.

Open Agenda: Commissioner Lindsay requested a discussion on a County-owned property in Heppner slated for public auction.

Consent Calendar

Commissioner Lindsay asked to remove the Accounts Payable for November 8th.

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

- 1. Accounts Payable dated November 1st in the amount of \$114,129.73; Manual Check dated November 1st in the amount of \$189,997.60; Two November Retirement Taxes, both dated November 2nd - \$19,565.41 and \$1,881; Two Payroll Payables, Immediates & Electronic - October 23rd in the amount of \$173,939.61, and 2018 Q3 SUTA/WBF dated October 25th in the amount of \$17,781.71*
- 2. Minutes: Corrected September 12th; October 3rd; October 10th; October 17th*
- 3. 2018-19 Transportation of Veterans in Highly Rural Areas Grant Agreement – Morrow County; amount \$45,000; term of agreement is September 15, 2018 through September 14, 2019; and authorize Chair Russell to sign on behalf of the County*
- 4. Annual Intergovernmental Agreement with Oregon Water Resources Department to provide Watermaster Services; amount \$12,217; term of agreement is July 1, 2018 to June 30, 2019; and authorize Chair Russell to sign on behalf of the County*
- 5. Seventh Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Public Health Services, Agreement #154124; additional funding for Public Health Preparedness (\$751), and Reproductive Health (\$8,281); and authorize Chair Russell to sign on behalf of the County*
- 6. Buildable Lands Inventory & Housing Analysis Intergovernmental Agreement with the Department of Land Conservation & Development; amount not to exceed \$15,000; agreement is effective on the date of the last signature and terminates on July 1, 2019; and authorize Chair Russell to sign on behalf of the County*

7. *Budget Resolution No. R-2018-23 – In the Matter of Appropriations for Fiscal Year Beginning July 1, 2018 (Veteran’s Department)*
Commissioner Doherty seconded. Unanimous approval.

Oregon State University/Morrow County Extension Update of Shared Positions

Anna Browne, 4-H Latino Outreach/Open Campus Coordinator

Chris Schachtschneider, Livestock and Rangeland Field Faculty

Ms. Browne discussed her duties as the Open Campus Coordinator for Morrow and Umatilla Counties. Both the Open Campus program, as well as the companion piece for Latino youth and families called the Juntos program, strive to assist students in their pursuit of higher education. Ms. Browne also discussed the non-traditional 4-H offerings to the Latino youth. After Ms. Browne noted many youth in the north end of the County have never visited the south end, a discussion took place on how to make all youth more aware of what happens throughout the entire County, and how to spread the word about both traditional and non-traditional 4-H programs.

Mr. Schachtschneider discussed his background and the current focus of his program. That focus is rangeland monitoring and how to bring new perceptions or ideas to livestock producers. He cited a few examples of new theories regarding livestock handling. He also said he’s in the process of creating an advisory committee to identify how he can best serve livestock producers in both Counties.

Accounts Payable – November 8th

Commissioner Lindsay had two minor questions, which were answered by Finance Director Kate Knop.

Commissioner Lindsay moved to approve the Accounts Payable dated November 8th in the amount of \$74,021.68. Commissioner Doherty seconded. Unanimous approval.

Department Reports

Treasurer’s Monthly Report

It was noted Treasurer Gayle Gutierrez left the meeting to process Accounts Payable, so Chair Russell opted to delay review of her report until later in the meeting.

Business Items, continued

Revised Space Agreement with Department of Human Services (DHS)

Sheree Smith, Public Health Director

Ms. Smith explained the agreement, which does not involve a monetary exchange, is so DHS can offer its Self Sufficiency Program services one day a month to residents. The agreement also allows DHS use of a conference room for Child Welfare visits, on an as-available basis.

The Commissioners agreed this was a good option for bringing needed State services to the County, however, State agencies are mandated to do so. They also discussed exploring the

option of a shared space that could offer services from multiple State agencies. Commissioner Lindsay said she would work to “continue the conversation.”

Commissioner Doherty moved to approve the Office Space Agreement – Revised with the Department of Human Services effective July 1, 2018 through June 30, 2019, and authorize Chair Russell or the Administrator to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

First Reading: Ordinance No. ORD-2018-4 – Adopting the Lexington Airport Master Plan
Carla McLane, Planning Director

Ms. McLane provided the First Reading by title: “An Ordinance Adopting the Lexington Airport Master Plan.” She said she plans to return on November 28th for the Second Reading.

Resolution No. R-2018-25 – Grant Application to Oregon Parks & Recreation Department (OPRD) for All-Terrain Vehicle (ATV) Operations & Maintenance

Greg Close, Parks General Manager

Matt Scrivner, Public Works Director

The Resolution allows the Public Works Department to apply to the OPRD ATV Grant Program for continued funding of the operations and maintenance of the Off-Highway Vehicle (OHV) Park. Mr. Close said the Department has received this funding in the past and he then described how the funds would be used, if successful.

Commissioner Doherty moved to approve Resolution No. R-2018-25 – In the Matter of Authorizing Morrow County Public Works Department to Apply for an All-Terrain Vehicle Grant from the Oregon Parks and Recreation Department for Operations and Maintenance at the Morrow-Grant County OHV Park. Commissioner Lindsay seconded. Unanimous approval.

Oregon Department of Transportation (ODOT) Fund Exchange Agreement

Mr. Scrivner

This agreement is signed every year with ODOT and has to be used on pavement or chipseal, said Mr. Scrivner. It will be used on the Ione-Boardman paving project at the rate of \$94 State dollars for \$100 Federal dollars, or \$293,885.36 for \$312,644.

Commissioner Doherty moved to approve the Oregon Department of Transportation 2018 Fund Exchange Agreement, Ione-Boardman Overlay, Morrow County. Commissioner Lindsay seconded. Unanimous approval.

Award Logging Services Contract

Mr. Close

The Request for Proposals for Logging Services received two responses. During the committee review process, additional information was requested but one submitter did not reply. Mr. Close said the committee recommended the contract be awarded to Bruce Young Logging.

Commissioner Doherty moved to award the Logging Services contract to Bruce Young Logging LLC. Commissioner Lindsay seconded. Unanimous approval.

Break: 10:38 a.m. – 10:42 a.m.

Resolution No. R-2018-26 – Declaring Gary Neal Day in Morrow County

Commissioner Lindsay moved to approve Resolution No. R-2018-26 – In the Matter of Declaring Thursday, November 8, 2018 as Gary Neal Day for all of Morrow County. Commissioner Doherty seconded. Unanimous approval.

Café Cultura Easement vs. License Discussion

Justin Nelson, County Counsel

Darrell Green, Administrator

After discussing the options, the Board decided an easement use agreement rather than a license would be best in this situation. The agreement will be on next week's agenda.

Phone System Upgrade Discussion

Mr. Green

Cindy Criswell, Telecom Analyst, InterMountain Education Service District (IMESD)

Mr. Green explained the current phone system will reach its "end of life" on December 31, 2018.

This means the hardware will no longer be manufactured or supported, he said. He and Ms.

Criswell outlined the options available to the County.

Commissioner Doherty moved to lease the NEC SV9100 phone system for 36 months, amount \$29,279.52, and authorize Chair Russell or the Administrator to sign the Black Box Network Services Statement of Work on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Department Reports, continued

Administrator's Monthly Report

Mr. Green's report included a buildings update; a list of internal meetings he convened and external meetings he attended; and other projects of note.

Sheriff's Office Monthly Report

Administrative Lieutenant Melissa Ross

After a review of the written report, Chair Russell asked if the report could show activity for the month, as well as year-to-date and how it compares to the previous year. Lt. Ross said she would see if it can be accomplished manually or using software.

Finance Department Quarterly Report

Ms. Knop said her efforts in the last quarter focused on general ledger work, Long Range Planning, the recent audit, on-boarding of two new employees in Finance, and assisting with

Human Resource duties as needed. She also reported Staff Accountant Deanne Irving has been working closely with Treasurer Gayle Gutierrez on reconciliation of bank accounts.

Assessment & Tax Quarterly Report

Mike Gorman, Assessor/Tax Collector

Mr. Gorman's report included the "Morrow County Statement of Taxes 2018-19 for Taxing Districts" and the "2018 Top 20 Morrow County Tax Payers." Discussion then turned to the November 29th public auction of a County-owned property in Heppner and the possibility of an open house for potential bidders to view the property. Commissioner Lindsay and Mr. Gorman agreed to work together to make it happen, possibly on November 26th or 27th.

Treasurer's Monthly Report, continued

The Board reviewed the written report by Ms. Gutierrez in her absence.

Correspondence

- Oregon Department of Energy Public Notice of Wheatridge Wind Energy Facility Notice of Proposed Order on Request for Amendment 2

Commissioner Reports

- Commissioner Doherty discussed a meeting he attended with industry representatives and staff regarding transit funding. He mentioned an upcoming meeting with individuals who have successfully navigated the health care accreditation process.
- Commissioner Lindsay said she toured the roads in and around the Port of Morrow that might be turned over to the Port and the City of Boardman and said she has a much clearer picture of the request now. She also attended the County's Travel Policy TEAM meeting and commended Mr. Green for his "excellent approach" at the meeting.
- Chair Russell discussed an Association of Oregon Counties workshop next week during the annual conference in Eugene that he and Coos County Commissioner Melissa Cribbins will mediate. The topic is "Understanding the Implications of Carbon Policy in Oregon," he said. In discussing other meetings, Chair Russell said cultural issues are still holding up negotiations by the Columbia Development Authority relative to the handing over of the land formerly known as the Umatilla Chemical Weapons Depot. This time it's the State Historic Preservation Office that wants to preserve a mile long stretch that possibly could be a branch of the Oregon Trail, he explained.

Signing of documents

Adjourned: 12:15 p.m.