

# MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

Wednesday, November 24, 2021 at 9:00 a.m.  
Bartholomew Building Upper Conference Room  
110 N. Court St., Heppner, Oregon

**See Zoom Meeting Info on Page 2**

**AMENDED**

1. **Call to Order and Pledge of Allegiance - 9:00 a.m.**
2. **City/Citizen Comments:** Individuals may address the Board on issues not on the agenda
3. **Open Agenda:** The Board may introduce subjects not already on the agenda
4. **Consent Calendar**
  - a. Accounts Payable and Payroll Payables
  - b. Minutes: September 22<sup>nd</sup>, October 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>
  - c. Curloo Estates Subdivision Plat
  - d. Applications for Tax Refund: Meenderinck Land Company LLC & Devin Oil Co., Inc.
  - e. Reappointment Request – Airport Advisory Committee
  - f. **Contract with Ducote Consulting – Grant Writing & Environmental Services**
5. **Business Items**
  - a. Second Review – Graphics for New Public Transit Buses (Katie Imes, The Loop)
  - b. Command Team Update
  - c. Building Project Updates
6. **Department Reports**
  - a. Road Department Monthly Report
7. **Correspondence**
8. **Commissioner Reports**
9. **Signing of documents**
10. **Adjournment**

Agendas are available every Friday on our website ([www.co.morrow.or.us/boc](http://www.co.morrow.or.us/boc) under “Upcoming Events”). Meeting Packets can also be found the following Monday.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Roberta Lutchter at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the Board office before noon of the preceding Friday. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about items listed on the agenda, please contact Darrell J. Green, Administrator at (541) 676-2529.

### **Zoom Meeting Information**

<https://zoom.us/j/5416762546>

**PASSWORD: 97836**

Meeting ID: 541-676-2546

#### **Zoom Call-In Numbers for Audio Only:**

- 1-346-248-7799, Meeting ID: 541 676 2546#
- 1-669-900-6833, Meeting ID: 541 676 2546#
- 1-312-626-6799, Meeting ID: 541-676-2546#
- 1-929-436-2866, Meeting ID: 541-676-2546#
- 1-253-215-8782, Meeting ID: 541-676-2546#
- 1-301-715-8592, Meeting ID: 541-676-2546#

**Morrow County Board of Commissioners Meeting Minutes**  
**September 22, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, Roberta Lutchter, Tamra Mabbott, Justin Nelson, Richard Tovey, Vickie Turrell

**Present Via Zoom**

Staff: Stephanie Case, Kirsti Cason, SaBrina Bailey Cave, Ronda Fox, Mike Gorman, Lindsay Grogan, Deanne Irving, Christy Kenny, Kate Knop, Glenn McIntire, Lisa Mittelsdorf, Aaron Moss, Jaylene Papineau, Sandi Pointer, Linda Skendzel, Heidi Turrell; Non-Staff: Mark Bailey, Torrie Griggs, Randy Jones, JoAnna Lamb, Wendy McKay, Karen Pettigrew, David Sykes

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

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

*Commissioner Doherty moved to approve the following items in the Consent Calendar:*

1. *Accounts Payable and Payroll Payables*
2. *Classification Appeal Committee Appointments:*
  - a. *Mike Gorman as Elected Representative; term to be December 1, 2021-November 30, 2024*
  - b. *Bobbi Childers, Alternate to Elected Representative*
  - c. *Christy Kenny as Management Representative; term to be December 1, 2021-November 30, 2024*
  - d. *John Bowles, Alternate to Management Representative*
  - e. *Corey Sweeney as Union Employee Representative; term to be December 1, 2021-November 30, 2024*
  - f. *Aaron Haak, First Alternate to Union Employee Representative*
  - g. *Kirsti Cason, Second Alternate to Union Employee Representative*
3. *Extension of Contract with Patriot Building & Grounds Maintenance; effective September 9, 2021 to October 31, 2021*
4. *Intergovernmental Agreement (IGA) with the City of Heppner for Shared Sewer Connection between Heppner Fire Station and Sheriff Station 2 Building*
5. *Health Office Agreement with Dr. Edward Barretta; effective July 1, 2021 and will automatically renew for successive one-year periods (Note: Dr. Barretta did not sign this agreement but did sign a revised agreement presented at the October 13<sup>th</sup> BOC Meeting.)*

*Commissioner Lindsay seconded. Unanimous approval.*

**Business Items**

Update from Oregon Department of Environmental Quality (ODEQ) on PGE's Prevention of Significant Deterioration Air Contaminant Discharge Permit Modification Request

Mark Bailey, ODEQ

Randy Jones, ODEQ

Mr. Jones explained PGE closed the coal fire unit but they now plan to use it for natural gas. These operational changes resulted in a need to modify the existing permit for the facility, he said. Mr. Jones and Mr. Bailey outlined the public hearing process taking place and responded to questions from the Board.

Request to Change “Morrow County Special Transportation” to “Morrow County Public Transit”

Darrell Green, Administrator

Mr. Green said Katie Imes, Coordinator of The Loop, was unavailable today. He relayed the request in her absence.

*Commissioner Doherty moved to change Morrow County Special Transportation to Morrow County Public Transit. Commissioner Lindsay seconded. Unanimous approval.*

Oregon Military Department, Environmental Assessment Comment Letter

Stephanie Case, Planner II

*Commissioner Lindsay moved to approve the comment letter to James G. Arnold, Oregon Military Department, regarding the Camp Umatilla Oregon Environmental Assessment for Military Operations on Urban Terrain Training Site Improvements and Construction of Firebreaks. Commissioner Doherty seconded. Unanimous approval.*

Presentation from Community ROCKit (Resource Organizer for Communities Kit): Helping Communities Chart a Path to Recovery in a time of COVID

Christine Bechtel, X4 Health

Ms. Bechtel said X4 Health is a mission-driven organization striving to make the world a better place and a big part of what they do is design social impact campaigns. They’ve recently partnered with Umatilla County on its chosen topic, which she said, is to generate mental health solutions for individuals in crisis. Ms. Bechtel added X4 Health has funding support from the Andrew and Corey Morris-Singer Foundation. She then reviewed her PowerPoint presentation and the Commissioners discussed several issues affecting the County that could benefit from Community ROCKit’s focused, targeted approach on a topic. The Commissioners agreed by consensus that Chair Russell and Commissioner Lindsay would work with Community ROCKit on the subject of workforce housing.

**Break:** 9:50-10:00 a.m.

Building Codes Program Options

Tamra Mabbott, Planning Director

Justin Nelson, County Counsel

Ms. Mabbott summarized recent activity regarding the Building Codes Program: It’s been on the agenda three times, as well as a Work Session. In 2016, the County Court asked staff to look into the IGA with the City of Boardman that was signed in 2000. Ms. Mabbott said she didn’t

know the results of that endeavor but it was taken up again by staff last winter but the changes requested by the County were not approved by the City. Two weeks ago, she said, three recommendations were presented to the Board: 1.) Continue to negotiate an updated IGA with the City of Boardman for the provision of these services; 2.) The County could hire its own employee to provide these services; 3.) Have a third-party provide these services, again through an IGA. At the meeting two weeks ago, the Board was interested in pursuing the third option but Commissioner Russell was absent. County Counsel then reviewed it more closely and learned that option was off the table, except in a temporary manner, she said. Extensive discussion. The Commissioners opted to review proposals from other entities to provide building inspection services, hold another Work Session to gather more information, and then bring the topic back to a regular meeting.

#### Job Descriptions for Elected Officials

Lindsay Grogan, Human Resources Director

Ms. Grogan explained the Compensation Board members recommended job descriptions be created for all elected officials when they met last February. The next month, the Board of Commissioners agreed with that recommendation and she was now back to present the job descriptions.

During the discussion, Commissioner Lindsay said when a person runs for elected office, there are only the state requirements, period. She said it not “our right to define this... We don’t have the ability to adopt this” because the job descriptions developed are not their duties by statute. Additional discussion.

*Commissioner Lindsay moved to table the job descriptions for elected officials. Commissioner Doherty seconded. Unanimous*

#### Flexible Work Schedule Policy

Lindsay Grogan, Human Resources Director

Ms. Grogan said the Board previously asked her to assess the need for flexible work arrangements by asking Department Directors and Elected Officials what some of those scenarios might look like. She said 10 surveys were returned; she then reviewed the responses. The Commissioners expressed concern that flexible schedules were already in place in multiple departments and the requests didn’t come to the Board, with the exception of Public Works. The lack of consistency was a concern voiced by Commissioner Doherty. Ms. Grogan said this would put an official policy in place so people would know the options available to them and the conditions they need to follow. Discussion.

*Chair Russell moved to approve the 2021 Flexible Work Schedule Policy. Commissioner Doherty seconded. Discussion: Commissioner Doherty said he’s heard concerns from constituents who can’t get in touch with the Road Department on Fridays, and he just heard from Judge Diehl that people can’t go to Justice Court on Fridays and one staff member there doesn’t work on Fridays, leaving just one staff member in that office. We’re a service*

*organization and we're taking services away from the people, he said. Commissioner Lindsay amended the motion to include an eight-month review, which she later withdrew and asked that this be revisited in a year. Vote: Aye: Chair Russell, Commissioner Lindsay. Nay: Commissioner Doherty. Motion carried.*

**Break:** 11:26-11:30 a.m.

#### County Counsel Discussion – Deputy District Attorney Job Description

Justin Nelson, District Attorney/County Counsel

Deputy District Attorney/County Counsel Richard Tovey is resigning to take a position elsewhere. Recruitment for the DDA position will begin soon and Mr. Nelson asked if the separate County Counsel contract should be an option offered to applicants. In addition, Mr. Nelson asked if, in the interim, he should assume all County Counsel work himself or limit those duties. The Board agreed he should limit his County Counsel duties by not attending Planning Commission and Board of Commissioners meetings, and by having the Chair and/or Administrator vet requests for County Counsel review. By consensus, the Board agreed to have Mr. Nelson return in the near future with two County Counsel contract options for their review.

#### Morrow County Government Center Building Courtroom Schedule

Darrell Green, Administrator

Mr. Green said the question is whether the Board will hold meetings one or two days a month in the same room used by the Justice Court in the new Irrigon building. The room was designed to be a multi-purpose room with a raised dais, and it has upgraded audio-visual capabilities, he explained. Commissioner Lindsay requested more time to better understand the situation. The discussion was postponed until October 6<sup>th</sup>.

#### Command Team Update

- Ms. Grogan said she will send an information gathering survey to staff to learn how many are vaccinated, and if not, why, and would they consider leaving their employment over the vaccine mandate, or would they file a religious or medical exemption. She asked the Board for its recommendation; Chair Russell and Commissioner Lindsay said it was a good idea, if done anonymously.

#### Building Project Updates

- DLR Group will schedule in-person meetings with stakeholders in the Courthouse for the feasibility study there.
- There are still delays on receiving some construction materials for the Irrigon building.

#### **Department Reports**

- The Road Department Monthly Report was provided by Eric Imes, Assistant Road Master.

#### **Correspondence**

- City of Boardman Public Notice – Public Hearing for the Tide Water Master Planned Development on October 5<sup>th</sup>.
- Listing of job openings throughout the County distributed by the Heppner Chamber of Commerce.

#### **Commissioner Reports**

- Due to time, the Commissioners opted not to provide reports.

**12:33 p.m. Executive Session:** Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions

**12:47 p.m. Closed Executive Session:** No decisions

**Signing of documents**

**Adjourned:** 12:58 p.m.

**Morrow County Board of Commissioners Meeting Minutes**  
**October 6, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, John A. Bowles, Paul Gray, Roberta Lutchter, Aaron Moss, Dan Robbins; Non-Staff: John Murray

**Present Via Zoom**

Staff: Chair Don Russell, Anthony Clement, Glen Diehl, Mike Gorman, Lindsay Grogan, Ann Jones, Christy Kenny, Kate Knop, Ian Murray, Nazario Rivera, Matt Scrivner, Heidi Turrell; Non-Staff: Torrie Griggs, JoAnna Lamb, Wendy Neal, David Sykes

**Call to Order, Pledge of Allegiance & Roll Call:** 9:04 a.m. Vice Chair Doherty said Chair Russell was attending virtually today so he was asked to assume the duties of the Chair.

**City & Citizen Comments:** Heppner resident, John Murray, said he wanted to develop a pasture on Rhea Creek Road by bringing water from the other side using an existing culvert he termed as “dysfunctional.” He asked if there was a way to reimburse the County for a new culvert so he could run a four-inch water line through it, rather than pay \$20,000 to bore through the existing culvert. After discussion, Public Works Director Matt Scrivner said water pipes weren’t allowed through culverts and Mr. Murray would have to go through the permit process, but he would meet with him at the site to assess the situation.

**Open Agenda:** Chair Russell said a funding request would be added under the Building Project Update from General Maintenance Supervisor, Tony Clement, for heated sidewalks at the Morrow County Government Center Building in Irrigon.

**Consent Calendar**

Chair Russell stated he had a financial interest in the company presenting Permit Application #OSG (Windwave Communications), so he would abstain from voting.

Vice Chair Doherty removed the permit from the Consent Calendar so Chair Russell could vote on the balance of the Consent Calendar.

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

- 1. Accounts Payable and Payroll Payables*
- 2. Minutes: August 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup>*
- 3. Intergovernmental Agreement (IGA) with Oregon Water Resources Department for Watermaster Services; effective July 1, 2021 to June 30, 2022; \$12,220; and authorize Vice Chair Doherty to sign on behalf of the County*
- 4. IGA with Harney County to Provide Soils Land Class Digitizing for Morrow County; effective July 1, 2021-June 30, 2022; not-to-exceed amount \$45,000*
- 5. IGA #6173 with the Oregon Department of Corrections for Correctional Services; effective July 1, 2021 until June 30, 2023; \$1,507,111; and authorize Vice Chair Doherty to sign on behalf of the County*



6. *Oregon Department of Veterans' Affairs Grant Agreement No. 1, 2021-22 Transportation of Veterans in Highly Rural Areas, Grant Agreement – Morrow County; effective September 15, 2021 through September 14, 2022; not-to-exceed amount \$45,000; and authorize Vice Chair Doherty to sign on behalf of the County*  
*Chair Russell seconded. Unanimous approval.*

## **Business Items**

### Community Counseling Solutions Quarterly Report

- Kimberly Lindsay, Executive Director, provided her quarterly report to the Board.

### Short-Term County Counsel Contract

Justin Nelson, District Attorney/County Counsel

Mr. Nelson said at the September 22<sup>nd</sup> Board meeting he was asked to submit two County Counsel Contract options for consideration. He then reviewed the options and a lengthy discussion ensued.

*Chair Russell moved to accept Option 2 at \$2,400 per month, with a review to take place in 30 days: County Counsel duties reduced by half (Richard Tovey's workload). Reduced obligations may include not attending Board of Commissioners Meetings, Planning Commission Meetings, and review of certain types of contracts and agreements. Commissioner Lindsay seconded. Discussion: Vice Chair Doherty said he didn't know who would say whether or not this was working but he preferred Option 1 (County Counsel duties staying the same and being handled by Mr. Nelson). Commissioner Lindsay said she would look to the Chair, Mr. Nelson and the Administrator to determine whether it's not quite enough time. Vote: Aye: Chair Russell, Commissioner Lindsay. Nay: Vice Chair Doherty. Motion carried.*

### Morrow County Government Center Courtroom Schedule

Justice Court uses the room on Wednesdays and Thursdays and Judge Glen Diehl asked the Board to consider using it on the other days. After discussion, one option was mutually agreeable – Board meetings could be held in the room one Wednesday a month, as long as the meeting concluded by 12:00 noon. Judge Diehl had to leave the meeting and Vice Chair Doherty said there was more to do on this topic at a later date.

**Break:** 10:31-10:38 a.m.

### Broadband Action Team Update

Aaron Moss, Broadband Fellow

Mr. Moss reported on the first meeting of the Broadband Action Team (BAT), which will focus on expanding broadband infrastructure to those in the County who lack connection or have inadequate connection to the internet. He also outlined the Team's next steps, followed by questions and discussion.

### Command Team Update

- Emergency Manager, Paul Gray, talked about table-top exercises for emergency events and mentioned an IGA will be forthcoming with Umatilla County to store COVID supplies in an igloo at the Umatilla Army Depot. He also said the percentage of intensive care unit (ICU) beds in hospitals being used for COVID patients dropped from 36% to 27% statewide, whereas, regionally the number increased from 32% to 48%. He said he believed this area was lagging behind the statewide statistics.
- Human Resources Director, Lindsay Grogan, summarized the COVID vaccine survey sent to staff: 120 surveys sent, 80 responded; 60% are vaccinated and 40% are not; 27% stated they were prepared to leave employment if the vaccine was mandated; 25% of employees stated they'd file a medical or religious exemption if the vaccine was mandated. Regarding who determines an exemption request, Ms. Grogan said the County will wait to decide pending the release of the rules. A panel might be created, she said, and CIS (CityCounty Insurance) pre-loss would review any controversial requests. Chair Russell said he wanted a defined set of rules and guidelines on what constitutes an exemption. Public Health Director, Nazario Rivera, said another option could be the test-out option but there weren't resources in the County to do that.
- A discussion took place on what the Board previously approved regarding the number of days to quarantine. Mr. Rivera asked the Commissioners if they were still comfortable with the messaging going back to a 10-day quarantine. He said on December 16, 2020 the Board approved allowing the Local Public Health Authority the ability to grant a 10-day quarantine under certain conditions, rather than 14 days. Discussion continued on whether that was policy or a motion made at the meeting. (Note: The Agenda Packet for that meeting contains the document from HR titled, "Recommendations for COVID-19 Quarantine Guidelines" and the minutes reflect the following: "Commissioner Russell moved to approve the COVID-19 Quarantine Guidelines Policy. Commissioner Doherty seconded. Chair Lindsay offered a friendly amendment to remove the word "policy" from the motion. Commissioner Russell accepted the friendly amendment. Unanimous approval.") The Commissioners said they were comfortable giving the 10-day latitude but asked that the motion from Dec. 16, 2020 be looked into to see if anything needed to be "undone" by a new motion.

#### Building Project Updates

- Courthouse Feasibility Study – DLR Group representatives conducted interviews and inspected the Courthouse. Next week they will do a scan of the Courthouse to obtain the exact layouts and dimensions and compare them to the original architectural drawings.
- Morrow County Government Center Building – Still on budget; the long-delayed masonry arrived. General Maintenance Supervisor, Tony Clement, requested the County add heated sidewalks around some areas of the building. Discussion.

*Commissioner Lindsay moved to approve the heated sidewalks cost overrun. Chair Russell seconded. Discussion: Vice Chair Doherty said it was still unknown where the funds would come from because the actual cost was not known at this time. Vote: Aye: Chair Russell, Commissioner Lindsay. Nay: Vice Chair Doherty. Motion carried.*

Permit Application #OSG from Windwave Communications to Build in County Right-of-Way  
Vice Chair Doherty voiced several concerns: 1.) The Agenda Cover Sheet indicated the work would be from Kunze Lane travelling south, but the maps indicated north; 2.) Previous work by the applicant caused road damage and the County had to step in. He said he suspected road damage was now occurring on Homestead Lane by the applicant; 3.) This permit did not include a narrative from the applicant, as did previous applications; 4.) Public Works signed-off on the application when it should have come to the Board for approval, per Ordinance No. Ord-2019-3, as the length of the work exceeded 200’.

Public Works Director, Matt Scrivner, apologized for signing the application before it came to the Board. He said he had a meeting today with the applicant and contractor but he didn’t think there had been more damage.

*Vice Chair Doherty moved to table the application and review it next week. Commissioner Lindsay seconded. Discussion: Vice Chair Doherty noted Chair Russell was “sitting this application out.” Vote: Aye: Vice Chair Doherty, Commissioner Lindsay. Motion carried.*

#### **Department Reports**

- Administrator’s Monthly Report was reviewed by Darrell Green.
- Sheriff’s Office Monthly Report was reviewed by Undersheriff John Bowles.
- District Attorney’s Office Quarterly Report was verbally provided by Mr. Nelson.
- Fair Office Quarterly Report was reviewed by Ann Jones, Fair Secretary.

#### **Correspondence**

- Information on Senate Bill 817 – Toolkit for Ending Juvenile Fees & Fines, submitted by Juvenile Department Director, Christy Kenny.

#### **Commissioner Reports**

- Due to time, brief reports were provided by the Commissioners.

**12:08 p.m. Executive Session:** Pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions

**12:41 p.m. Closed Executive Session:** No decisions

#### **Signing of documents**

**Adjourned:** 12:55 p.m.

**Morrow County Board of Commissioners Meeting Minutes**  
**October 13, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Melissa Lindsay, Darrell J. Green, Lindsay Grogan, Roberta Lutchner

**Present Via Zoom**

Commissioner Jim Doherty, Erin Anderson, Kirsti Cason, Crystal Jaeger, Kate Knop, Aaron Moss, Justin Nelson, Jaylene Papineau, Nazario Rivera, Matt Scrivner, Heidi Turrell, Vickie Turrell; Non-Staff: JoAnna Lamb, Karen Pettigrew, David Sykes

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

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

The Commissioners removed the Accounts Payable, Law Enforcement Services Agreements with both school districts, and Permit Application #OSG to Business Items.

*Commissioner Doherty moved to approve the following items in the Consent Calendar:*

1. *Payroll Payables*
2. *Property Use License with Oregon State University to Conduct Oregon ATV Safety Youth Rider Endorsement Classes at the OHV Park, effective January 1, 2022 through December 31, 2022; and authorize Chair Russell to sign on behalf of the County*
3. *Amendment 1 to Oregon Department of Transportation Grant Agreement #35185*
4. *Mid-Columbia Economic Development District's grant application letter of support to the Secretary of the U.S. Department of Commerce regarding the Economic Development Administration's Build Back Better Regional Challenge*
5. *Order No. OR-2021-14: Appointing Members to the Board of Property Tax Appeals: Don Russell to the County Governing Body Pool; Ed Rollins and David Sykes to the Non-Office Holding Pool and the Chairperson Pool; all terms to be October 15, 2021-June 30, 2022*
6. *Cattle Guard Permit Application #CG01 from James Kirkpatrick*
7. *Cattle Guard Permit Application #CG02 from Colin Anderson*

*Commissioner Lindsay seconded. Unanimous approval.*

**Business Items**

Accounts Payable (APs)

Commissioner Lindsay questioned charges in the Visa APs for out-of-state travel, which according to policy, is to be approved by the Board in advance of the travel.

District Attorney/County Counsel, Justin Nelson, said it was for one of his employees to attend a conference in San Diego and he neglected to obtain Board approval. He apologized and said he planned to present the request to the Board next week. Discussion.

*Commissioner Doherty moved to approve the out-of-state travel for Mr. Nelson's department. Chair Russell seconded. Discussion: Chair Russell said the Commissioners emphasized to Mr. Nelson the need to follow process on this. Vote: Aye: Chair Russell, Commissioner Doherty. Nay: Commissioner Lindsay. Motion carried.*

Law Enforcement Services Agreements – Morrow County School District; Ione School District  
*Commissioner Doherty moved to forego, or discontinue this. Motion died for lack of a second.*

*Commissioner Lindsay moved to approve both Law Enforcement Services Agreements - between the Morrow County School District and the Morrow County Sheriff's Office; and between the Ione School District and the Morrow County Sheriff's Office for the provision of School Resource Officers; effective commencing the date of execution by the parties and shall continue to the end of the 2021-2022 school year.*

Permit Application #OSG from Windwave Communications to Build in the County Right-of-Way

*Commissioner Doherty moved to approve Permit Application #OSG from Windwave Communications. Chair Russell recused himself, stating he had a conflict of interest because he had a financial interest in Windwave. Commissioner Lindsay seconded. Discussion: Commissioner Doherty said the Agenda Cover Sheet still indicated the project started at Kunze Lane and travelled south and he wanted it noted for the record it travelled north. Commissioner Lindsay added an engineering firm was paid in the APs to be an observer on the project and for consistency in the future with any company, there should be a 10% administrative fee when the County has to step in and oversee, as has been done on other road agreements with partners. This needs to be a part of permit conversations, she said, and we should be compensated for that effort. Vote: Aye: Commissioner Doherty, Commissioner Lindsay. Abstained: Chair Russell. Motion carried.*

#### Compensation Board Direction Discussion

Lindsay Grogan, Human Resources Director

Ms. Grogan reviewed her memo (provided in the Agenda Packet) that outlined her recommendations for the information to be presented to the Compensation Board in February. She asked the Commissioners for input and direction. They were agreeable to most everything, with these exceptions:

1. The compensation for the District Attorney position should not be considered by the Compensation Board as that salary is paid by the State, not the County.
2. The Commissioner positions should not be referenced as part-time.

**9:24 a.m.** – Commissioner Doherty signed-off to attend the meetings at the Western Interstate Region Conference.

Intergovernmental Agreement for the Procurement of Medical Malpractice/Liability Insurance

Nazario Rivera, Public Health Director

Mr. Rivera said this was a new IGA in response to some of the issues with the Health Officer agreement (originally presented at the September 22<sup>nd</sup> BOC Meeting). To relive some of those issues, it was decided to do a separate contract with the Health District, which states they will cover Dr. Edward Barretta under their policy when he is working as the County's Health Officer, he explained.

*Commissioner Lindsay moved to approve the IGA for the Procurement of Medical Malpractice/Liability Insurance with the Morrow County Health District; effective upon execution of the agreement. Chair Russell seconded. Unanimous approval.*

Morrow County Health Officer Agreement

Nazario Rivera, Public Health Director

Mr. Rivera explained there was a major hold-up with the language on the first version of this contract, but those issues have been addressed in this new agreement.

Commissioner Lindsay said the prior contract did not come to fruition so it becomes null and void and she wanted that in the record.

*Commissioner Lindsay moved to approve the Morrow County Health Officer Agreement with Dr. Edward Barretta; effective October 1, 2021, or as soon as the document is executed, and shall automatically renew for successive one-year periods. Chair Russell seconded. Unanimous approval.*

Command Team Update

- Ms. Grogan said the County was still waiting for official rules pertaining to the vaccine mandate. Staffing levels of emergency service personnel in the County were discussed and no issues have been reported. She went on to discuss the logistics of testing and tracking that will be necessary if the mandate happens.

Building Project Updates

- Courthouse Feasibility Study: DLR Group scanned the Courthouse to obtain the exact layouts and dimensions and will use that information in making its recommendation to the County. It was reported Emergency Manager, Paul Gray, is working on obtaining grants related to building security. Administrator Darrell Green said if security is done for one building, it needs to be done for all buildings.
- Morrow County Government Center Building: Experiencing additional delays on the delivery of some items, such as door and window glazing, interior lights and heated sidewalk materials. Furniture will be delivered October 18<sup>th</sup> and installed November 8<sup>th</sup>.

The move-in date is now tentatively November 15<sup>th</sup>. Working through telecomm and internet installation logistics but there may be some downtime during the transition from the old building to the new.

### **Department Reports**

- Planning Department Monthly Report was provided by Tamra Mabbott, Director.
- Treasurer's Monthly Report was provided by Jaylene Papineau.
- A written Justice Court Quarterly Report was submitted by Judge Diehl (unavailable).
- A written Veterans Services Office Quarterly Report was submitted by Linda Skendzel (unavailable – attending training conferences).

### **Commissioner Reports**

- Reports were provided by the Commissioners.

**10:10 a.m.:** Chair Russell said there would be a short break before going into Executive Session. He then read the Executive Session citation that allowed the Board to do so. A decision would be made after the Executive Session, he added.

**Break:** 10:10-10:15 a.m.

**10:15 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

**10:29 a.m.: Closed Executive Session**

*Commissioner Lindsay moved to allow Human Resources the latitude to negotiate an offer for an employment position. Chair Russell seconded. Unanimous approval.*

### **Signing of documents**

**Adjourned:** 10:40 a.m.

**Morrow County Board of Commissioners Meeting Minutes**  
**October 20, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, Greg Close, Roberta Lutchter; Non-Staff: Chris Brown, Mark Browning

**Present Via Zoom**

Kirsti Cason, SaBrina Bailey Cave, Mike Gorman, Lindsay Grogan, Katie Imes, Deanne Irving, Christy Kenny, Kate Knop, Aaron Moss, Matt Scrivner, Heidi Turrell; Non-Staff: Erika Lasater, Jessy Rose, David Sykes, Karie Walchli

**Call to Order, Pledge of Allegiance & Roll Call:** 9:01 a.m.

**City & Citizen Comments:** None

**Open Agenda:** Commissioner Lindsay requested to add a discussion about grants, for example, U.S. Economic Development Administration grants.

**Consent Calendar**

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

1. *Accounts Payable & Payroll Payables*
2. *Minutes: September 1<sup>st</sup>*
3. *Contract with Community Counseling Solutions, Inc., for Community Developmental Disabilities Services; effective July 1, 2021 to June 30, 2023*
4. *Connect Oregon Grant Application & Letter of Support*
5. *Tax Refund Applications – Amazon Data Services, Inc., and the Port of Morrow*

*Commissioner Doherty seconded. Unanimous approval.*

**Meet with Blue Mountain Community College Representatives**

Mark Browning, President

Chris Brown, Board of Education

Mr. Browning made the following points:

- BMCC is open and running and continues with the business of educating students. He said he used the term “business” with some hesitation but they are in the business of educating students and they charge a fee for that service.
- Enrollment is up slightly but has been down 6% for the year, overall. Of the 17 community colleges in the state, BMCC is in the better third for enrollment stats, with some seeing 15-18% decreases in enrollment and some seeing increases.
- He defined success at BMCC: When students are better off when they leave, than when they arrived. He said the state and federal folks might not agree with that definition but BMCC is here for the communities and the counties in the area – Umatilla, Morrow, Baker, etc. He thanked Morrow County for the more than \$1 million they provide each year to BMCC and said it was a huge commitment for a county and its citizens.



- Enrollment challenges have been compounded by COVID. BMCC received an infusion of one-time moneys and the plan is to use some of it toward updating technology and hardware to improve connectivity. Students want more and more in-person instruction but enrollment for on-line instruction fills up twice as fast – things are fragmented now.

After a robust question and answer exchange, Mr. Browning said he would return with an update on information related to unmanned aerial vehicles, precision agriculture, and other technology-related subjects.

#### Youth Special Hunt – Spike Elk

Greg Close, Parks General Manager

Mr. Close recommended approving all seven of the applicants, as they meet the criteria and that many can be accommodated.

*Commissioner Doherty moved to allow Mr. Close to work with the applicants to accommodate all seven of the youth who applied. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay asked for new “brainstorming” ideas next year to make sure the advertising reaches all youth in both Morrow and Grant Counties. Unanimous approval.*

#### Purchase Pre-Authorization Request – Mini Excavator

Greg Close, Parks General Manager

*Commissioner Doherty moved to have the Board of Commissioners authorize the purchase of a Bobcat E50LA, with two buckets, from Bobcat of Pasco in the amount of \$48,423.48. Commissioner Lindsay seconded. Unanimous approval.*

#### Compensation Board Appointment Request

Lindsay Grogan, Human Resources Director

*Commissioner Lindsay moved to appoint Eileen Hendricks and Kalie Davis to the Compensation Board for a four-year term. Commissioner Doherty seconded. Unanimous approval.*

#### Funding Options for LPSCC Coordinator’s Salary (Local Public Safety Coordinating Council)

Christy Kenny, Juvenile Department Director

Jessica Rose, Contracted LPSCC Coordinator for Morrow County

Commissioner Lindsay talked about the effort to find ways to fund the \$25,000 part-time LPSCC Coordinator contract, saying it was brought together using funds from several departments and that Ms. Rose will be looking for other dollars to support her position.

*Commissioner Lindsay moved to approve funding, as presented, and to sign the Morrow County Personal/Professional Services Contract for LPSCC Services with Jessica Rose; effective October 1, 2021 and shall expire on September 30, 2022; \$2,083.33 per month; and authorize*

*Chair Russell to sign on behalf of the County. Commissioner Doherty seconded. Unanimous approval.*

#### Intent to Award Request for Quotes for Tourism Services

Darrell Green, Administrator

*Commissioner Lindsay moved to grant the Intent to Award for Tourism Promotion Services to Karie Walchli. Commissioner Doherty seconded. Unanimous approval.*

#### Review Census Data

Tamra Mabbott, Planning Department Director

Ms. Mabbott discussed the data she displayed on-screen and said she uses it when applying for grants and would be happy to share it with anyone who might be interested. Brief discussion.

**Break:** 10:20-10:42 a.m.

#### Command Team Update

- Command Team members are still waiting for the vaccine mandate rules to be released by the Occupational Safety and Health Administration (OSHA).

#### Building Project Updates

- Courthouse Feasibility Study: Expecting the proposal from DLR Group in November.
- Bus Barn Transit Facility Request for Proposals: Deadline today to submit proposals; evaluation team will include Mr. Green, Katie Imes, and consultant Nic Ducote.
- Morrow County Government Center Building: There was a walk-through of the building last week and there is a small list of things that need to be changed, repaired, fixed, etc. The audio/visual equipment for the room to be used by the Justice Court has been delayed. The wiring will be installed so when it arrives, it can be plugged in.

#### Grants Discussion

Commissioner Lindsay provided an update on the status of the U.S. Economic Development Administration's Build Back Better agricultural coalition grant. She said it was moving forward and received a great response from local farming operators, school districts, Oregon State University Extension, and Morrow County Grain Growers, for example. Commissioner Lindsay and Ms. Mabbott also provided an update on a grant application for coal-impacted communities, and the assistance from Mr. Ducote on these and other grant applications. Commissioner Lindsay said she wanted \$10,000 of the American Rescue Plan Act (ARPA) funds set aside for consultant fees. The other Commissioners expressed interest in the idea, but Commissioner Doherty suggested it be brought forward to an agenda, which was agreeable to Commissioner Lindsay.

#### **Department Reports**

- The Juvenile Department Quarterly Report was reviewed by Ms. Kenny.

Columbia Development Authority Update & Review Memorandum of Understanding between the U.S. Department of the Army and the CDA and the Confederated Tribes of the Umatilla Indian Reservation; and CDA and the Counties of Umatilla and Morrow

Greg Smith, CDA Executive Director

Mr. Smith provided an update and reviewed the timeline over the last year to get to this MOU. Discussion. Mr. Smith offered to provide regular updates to Morrow County.

*Commissioner Doherty moved to have Chair Russell sign the MOU on behalf of the County and have staff expedite sending the signed document to the necessary parties. Commissioner Lindsay seconded. Unanimous approval.*

**Department Reports, continued**

- Emergency Management Quarterly Report was reviewed by Paul Gray, Emergency Manager.

**Correspondence**

- Corrected Agenda Cover Sheet for Permit Application #OSG indicating the direction of the fiber conduit installation travels north and not south.
- Letter from Baker County Commission Chair, Bill Harvey, to Oregon's Congressional Delegation regarding the River Democracy Act

**Commissioner Reports**

- Due to time, reports were not provided.

**Signing of documents**

**Adjourned:** 12:20 p.m.

**Morrow County Board of Commissioners Meeting Minutes**  
**October 27, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Melissa Lindsay, Darrell J. Green, Katie Imes, Roberta Lutchner

**Excused**

Commissioner Jim Doherty

**Present Via Zoom**

SaBrina Bailey Cave, Paul Gray, Lindsay Grogan, Deanne Irving, Crystal Jaeger, Ann Jones, Kate Knop, Jaylene Papineau, Nazario Rivera, Matt Scrivner; Non-Staff: Cole Bode, Matt Kenny, Wendy Neal, Karen Pettigrew

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

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

Commissioner Lindsay requested to remove the Permit Applications from Umatilla Electric Cooperative (UEC) to Business Items.

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

- 1. Accounts Payable and Payroll Payables*
- 2. Intergovernmental Agreements between Gilliam & Morrow Counties for Independent Appraiser Services; effective January 1, 2022 to April 30, 2022*

*Chair Russell seconded. Unanimous approval.*

**Business Items**

Permit Applications #OSI, #OSJ, #OSK, #OSL to Build in the County Right-of-Way from UEC

Commissioner Lindsay asked if there would be any impact to irrigated circles shown in the drawings submitted with the applications.

Cole Bode, UEC, said they were rebuilding an existing transmission line between Hermiston and the Bombing Range and the bulk, or all, of the line resides within existing transmission and distribution alignments. Where possible, they were replacing pole-for-pole with some minor deviations. No substantial, additional impact to cultivated farm ground for this design, he added.

*Commissioner Lindsay moved to approve Permit Applications #OSI, #OSJ, #OSK & #OSL to Build in the County Right-of-Way from UEC. Chair Russell seconded. Unanimous approval.*

Noting the Passing of Former Commissioner and State Representative, Raymond French

Chair Russell read a summary of Mr. French's numerous accomplishments during his life of service to the citizens of Morrow County, as an elected official and as a livestock producer active in those organizations, and others.

Appointment Requests to the Fair Board

Ann Jones, Fair Secretary

*Commissioner Lindsay moved to appoint Brittany Casperson and Alita Nelson to the Morrow County Fair Board; terms to be October 27, 2021-December 31, 2024. Chair Russell seconded. Unanimous approval.*

Appointment Request to the Special Transportation Fund Advisory Committee & the Statewide Transportation Improvement Fund Advisory Committee

Katie Imes, The Loop

*Commissioner Lindsay moved to appoint Stephanie Case to the STF Advisory Committee and the STIF Advisory Committee; term to be October 27, 2021 to December 31, 2022. Chair Russell seconded. Unanimous approval.*

Intent to Award the Request for Qualifications for The Loop's Bus Barn & Transit Facility

Katie Imes, The Loop

*Commissioner Lindsay moved to grant the Intent to Award for the RFQ for the Bus Barn and Transit Facility to Pivot Architecture. Chair Russell seconded. Unanimous approval.*

Resolution No. R-2021-21: Multi-Program Budget Resolution

Kate Knop, Finance Director

*Commissioner Lindsay moved to approve Resolution No. R-2021-21, as written. Chair Russell seconded. Unanimous approval.*

Identify Funding Source for Contractor Expenses Related to the Grant Application to the Economic Development Administration's Coal Communities Program

Commissioner Lindsay listed the three projects for which grant funds are being sought: 1.) The Ione sewer project; 2.) The flood mitigation work at the former mill site in Heppner, which is owned by the Port of Morrow; 3.) Infrastructure needs for a new subdivision in Heppner, such as water and sewer lines. The County will continue to take the lead and partner with the various agencies, she said, and she then asked to set aside \$10,000-15,000 to contract with Docote Consulting LLC. She said she identified the American Rescue Plan Act (ARPA) Funds or the County's Resiliency Fund.

Finance Director, Kate Knop, said ARPA Funds would qualify if it was a straight contract but if the project grows into something else, she wondered how Finance would capture that. She said there was carryover from the prior fiscal year that could be appropriated and the Resiliency Fund was an option, as well.

*Chair Russell moved, depending on which project gets identified and makes it to the finish line, to take match funds from ARPA Funds or the Resiliency Funds, and to make the decision at the time on which fund is most appropriate. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay said she estimated the amount to be around \$10,000, maximum. Chair*

*Russell amended the motion to establish it at \$10,000, and if it needs to be changed at a later date, that can be done. Commissioner Lindsay seconded the amendment. Unanimous approval.*

#### Command Team Update

- Still waiting for Occupational Safety & Health Administration (OSHA) rules to be released on the vaccine mandate, which are expected “any day.”
- The Team discussed reviewing a letter that Human Resources will draft to employees explaining the facts about the mandate and that the County has no choice, and that employees are valued.

#### Building Project Updates

- Courthouse Feasibility Study: Draft findings to be relayed to stakeholders on Nov. 2<sup>nd</sup>, with final findings expected by mid-November.
- Morrow County Government Center Building: Another delay – the bus bar that goes on the electric meter to power the building hasn’t shown up yet. Still missing some light fixtures and the product for heated sidewalks. These things are pushing the move-in date back to Nov. 30<sup>th</sup>.

#### **Department Reports**

- The Road Department Monthly Report was provided by Matt Scrivner, Public Works Director.
- The written Clerk’s Quarterly Report was submitted by Bobbi Childers.
- The Human Resources Department Quarterly Report was reviewed by Lindsay Grogan, Director.
- The Surveyor’s Quarterly Report was reviewed by Matt Kenny, Contracted Surveyor.
- The Public Health Department Quarterly Report was reviewed by Nazario Rivera, Director.
- The written Weed Department Quarterly Report was submitted by Dave Pranger, Weed Coordinator/Inspector.
- The Loop Quarterly Report was reviewed by Ms. Imes.

#### **Correspondence**

- Water Needs Forums Project Narrative from the Association of Oregon Counties

#### **Commissioner Reports**

- Reports were provided.

#### **Signing of documents**

**Adjourned:** 10:35 a.m.



**AGENDA ITEM COVER SHEET**  
Morrow County Board of Commissioners  
(Page 1 of 2)

(For BOC Use)  
Item #  
**40**

**Please complete for each agenda item submitted for consideration by the Board of Commissioners**  
(See notations at bottom of form)

Presenter at BOC:

Date submitted to reviewers: 11/16/21

Department:

Requested Agenda Date: 11/24/21

Short Title of Agenda Item:

(No acronyms please)

Review and approval of Irrigon Subdivision, "Curloo Estates"

**This Item Involves:** (Check all that apply for this meeting.)

- |   |   |
|---|---|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                       |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee        |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input checked="" type="checkbox"/> Consent Agenda Eligible |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input type="checkbox"/> Discussion & Action                |
| Estimated Time:   | Estimated Time:   |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization         |
| <input type="checkbox"/> Contract/Agreement                               | <input type="checkbox"/> Other                              |

☐ N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:

Contractor/Entity Address:

Effective Dates – From:

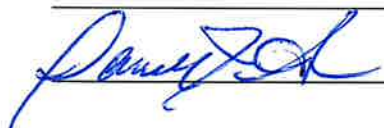
Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000?    ☐ Yes    ☒ No

Reviewed By:

_____	DATE	Department Director
	11/22/21	Administrator
_____	DATE	County Counsel
_____	DATE	Finance Office
_____	DATE	Human Resources

Required for all BOC meetings

Required for all BOC meetings

\*Required for all legal documents

\*Required for all contracts; other items as appropriate.

\*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

**Note:** All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## 1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

The Subdivision Plat of Curloo Estates is being prepared for recording. It is located inside the limits of the City of Irrigon. Pursuant to ORS 92.100(1)(d), the plat must be approved by the governing body of the County before recording. After County governing body approval, it can be sent to the Assessor for final tax payment approval and then recorded with the Clerk.

## 2. FISCAL IMPACT:

N/A

## 3. SUGGESTED ACTION(S)/MOTION(S):

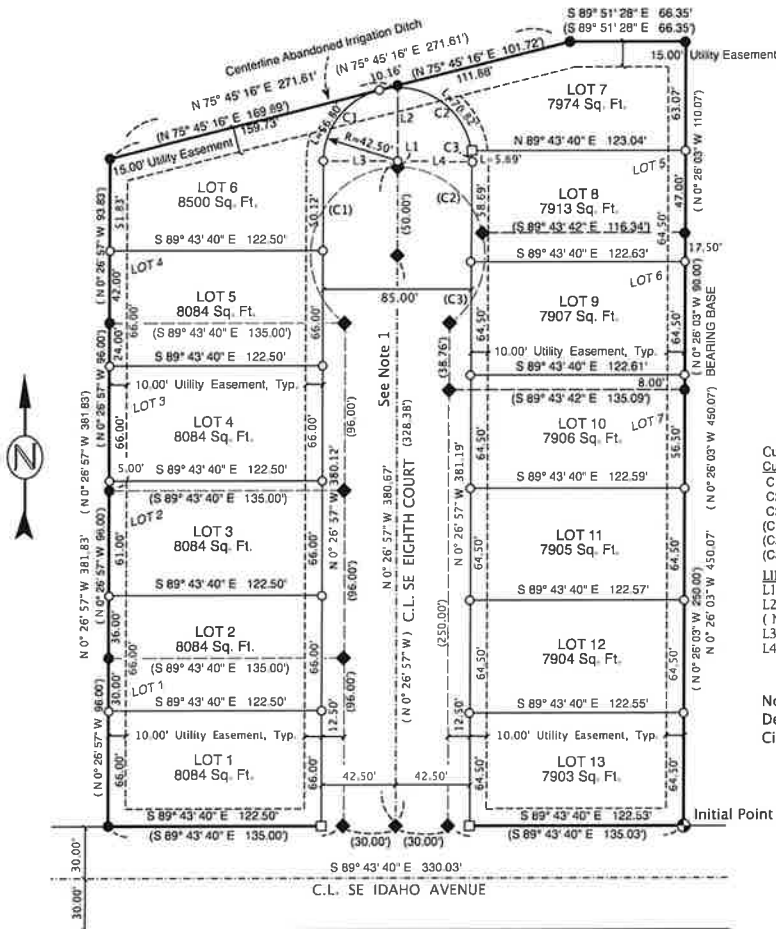
Approve and sign all copies.

☒ Attach additional background documentation as needed.



# CURLOO ESTATES

**A Replat of Lots 1-7 of Eighth Court Development  
A Subdivision Located in the City, of Irrigon,  
Morrow County , Oregon  
Township 5 North, Range 26, East of the Willamette Meridian,  
Section 19, Southwest 1/4 of Southwest 1/4  
for:  
The City of Irrigon  
500 NE Main Avenue  
Irrigon, Oregon 97844**



I, Ronald V. McKinnis do hereby certify that this is a true and exact copy of the Original Subdivision Plat as filed for The City of Irrigon in Morrow County

## SURVEYOR'S NARRATIVE:

This survey is based on a survey by Edwards for the City of Irrigon, County Survey No. 1519-C as found in the survey records of Morrow County. I found corners set by Edwards for the Eighth Court Development as shown. I held the exterior pins of Edwards previous survey and also held his East line of the subdivision as my Bearing base. I set pins as shown at all lot corners, I noted monuments that were found and then removed by road & utility construction, and also noted the found monument set by Edwards at the Southeast Corner of the Eighth Court Development Plat as the Initial Point. This Survey was completed using a GPS Total Station.

## SURVEYOR'S CERTIFICATE:

I, Ronald V. McKinnis, being a Registered Professional Land Surveyor of the State of Oregon, certify that I have correctly surveyed and monumented the lands portrayed on the face of this plat, and more particularly described in the Legal Description hereon. I also certify that this plat complies with all provisions of Chapter 92 of the Oregon Revised Statutes. The Initial Point of this survey was Edwards' Monument for the Southeast Corner of the Eighth Court Development ( C.S. #1519-C) consistent with requirements of the monumentation of the Initial Point.

## PROPERTY DESCRIPTION:

The property being subdivided is described in the Morrow County Deed Records, Microfilm, 2006-16709: Originally Lots 12-20, Block 45 & Lots 27-35, Block 46, Plat of Irrigon. That Description was then Platted as: Lots 1 through 7 of Eighth Court Development, a Subdivision in the City of Irrigon for the City of Irrigon.

## DECLARATION / DEDICATION:

We, the undersigned, owners of Curloo Estates as shown on this plat, do hereby dedicate the Easements for the uses as shown on this Plat. We also dedicate 'Eighth Court' to the Public for Access, Egress, & Utilities. We also acknowledge that we have authorized this Plat to be prepared in accordance with the provisions of ORS Chapter 92, that we have caused this plat to be created, and that we recognize this Plat as the Official Plat and Map of the Subdivision known as 'Curloo Estates' as filed in Morrow County and the State of Oregon. The City of Irrigon hereby accepts the Dedication of 'Eighth Court' as a Public City Street.

City of Irrigon, Mayor

City of Irrigon, City Manager

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, the above individuals appeared personally before me and are known to me to be the identical individuals who executed the plat dedication and acknowledged that they did so freely and voluntarily of their own will.

Before me: \_\_\_\_\_  
Notary Public for State of Oregon

My Printed Name \_\_\_\_\_

My Commission No. \_\_\_\_\_

My Commission Expires \_\_\_\_\_

Curve	Arc Length	Radius	Δ Angle	CD Bearing	CD Distance
C1	56.80'	42.50'	76° 34' 41"	N 37° 50' 09" E	52.67'
C2	70.82'	42.50'	95° 28' 20"	S 66° 08' 09" E	62.90'
C3	5.89'	42.50'	95° 28' 20"	S 04° 25' 23" E	5.89'
(C1)	124.91'	50.00'	143° 08' 01"	N 17° 59' 03" E	94.87'
(C2)	67.44'	50.00'	77° 16' 58"	S 51° 48' 28" E	62.44'
(C3)	57.47'	50.00'	65° 51' 02"	S 19° 45' 32" E	54.36'

LINE TABLE	
L1 - N 0° 26' 57" W	2.28'
L2 - N 0° 26' 57" W	43.76'
( N 0° 26' 57" W	46.04'
L3 - N 89° 33' 03" E	42.50'
L4 - N 89° 33' 03" E	42.50'

Note 1: SE Eighth Court of Subdivision Eighth Court Development, Vacated by Ordinance 253-21, City of Irrigon, Morrow County, Oregon.

## LEGEND

- SET MONUMENTS - 5/8" x 30" Iron Rods W/ Plastic Caps Stamped - L.S. # 2431
- SET MONUMENTS - PK in Concrete W/ Washer Stamped - L.S. # 2431
- Found Monument - Edwards, 1519-C, Eighth Court Development, Or As Noted
- ◆ Monuments Removed by Street Construction Edwards, LS 951, Eighth Court Development
- ⊙ INITIAL POINT, Found 5/8" Rebar W/ Yellow Plastic Cap, LS 951 for 1519-C
- ⊘ CALCULATED POINT - Not Set
- SUBDIVISION BOUNDARIES

( 000 ) Record Bearing and Distance, 1519-C



Revised 11-09-21

## APPROVALS:

I certify that I have examined and approved this Subdivision Plat on

\_\_\_\_\_ day of \_\_\_\_\_, 2021

Morrow County Surveyor

I certify that I have examined and approved this Subdivision Plat on

\_\_\_\_\_ day of \_\_\_\_\_, 2021

Irrigon City Manager

I certify that I have examined and approved this Subdivision Plat on

\_\_\_\_\_ day of \_\_\_\_\_, 2021

Morrow County Tax Assessor  
Morrow County Tax Collector

Morrow County Board of Commissioners  
We hereby approve this Plat for Recording in the Morrow County Subdivision Records

\_\_\_\_\_ day of \_\_\_\_\_, 2021

Morrow County Commissioner

Morrow County Commissioner

Morrow County Commissioner

Morrow County Clerk  
Recording Information  
SEAL

50 25 0 50

SCALE 1" = 50 Ft.  
February, 2021





## AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 1 of 2)

(For BOC Use) Item # <b>4d</b>
--------------------------------------

Please complete for each agenda item submitted for consideration by the Board of Commissioners  
(See notations at bottom of form)

Presenter at BOC: Mike Gorman  
Department: Assessment & Tax  
Short Title of Agenda Item:

Phone Number (Ext): 541-676-5607  
Requested Agenda Date: 11-24-21

(No acronyms please)

**2-Tax Refunds**

**This Item Involves:** (Check all that apply for this meeting.)

- |   |   |
|---|---|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                       |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee        |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input checked="" type="checkbox"/> Consent Agenda Eligible |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input type="checkbox"/> Discussion & Action                |
| Estimated Time:   | Estimated Time:   |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization         |
| <input type="checkbox"/> Contract/Agreement                               | <input type="checkbox"/> Other                              |

☐ N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:

Contractor/Entity Address:

Effective Dates – From:

Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000?    ☐ Yes    ☒ No

Reviewed By:

Mike Gorman    11/16/21    Department Director

DATE

Required for all BOC meetings

   11/22/21    Administrator

DATE

Required for all BOC meetings

\_\_\_\_\_  
County Counsel

DATE

\*Required for all legal documents

\_\_\_\_\_  
Finance Office

DATE

\*Required for all contracts; other items as appropriate.

\_\_\_\_\_  
Human Resources

DATE

\*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

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Rev: 3/30/20

# **AGENDA ITEM COVER SHEET**

**Morrow County Board of Commissioners**

**(Page 2 of 2)**

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

There are two refunds, the first is a refund to Meenderinck Land Company, LLC. The reason for the refund is because both their lender and Meenderincks paid the taxes their accounts. The second is a refund to Devin Equipment, LLC, they had torn down their gas station in Boardman earlier this year and filed an application for reassessment, which I granted.

## **2. FISCAL IMPACT:**

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Sign refund.

☒ Attach additional background documentation as needed.

APPLICATION FOR REFUND  
MORROW COUNTY, OREGON

No. 21-49  
Tax Year 2021-22  
Acct. # 9363

Property Owner & Refund to :

Meenderinck Land Company LLC  
PO Box 1011  
Hermiston, Oregon 97838

Tax Payer:

Meenderinck Land Company LLC  
PO Box 1011  
Hermiston, Oregon 97838

Receipt # 269849

Date paid 11/12/2021

Int. date

Original Tax	Tax Credit	Disc/Int. Pd	Actual Paid	Revised Tax	Rev Dis/Int	Net Revised	Tax Diff.	Int/Dis Diff	Tax Refund	Ref. Int.	Total Refund
3,100.47	48,166.56	-93.01	48,073.55	3,100.47	-93.01	3,007.46	0.00	0.00	45,066.09	0.00	45,066.09

Reason: Overpaid due to lender paying other accounts

Approved: \_\_\_\_\_ 2021

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

699-699-5-70-7075

  
Michael Gorman, Tax Collector

Date 11-16-21

APPLICATION FOR REFUND  
MORROW COUNTY, OREGON

No. 21-52  
Tax Year 2021-22  
Acct. # 3757

Property Owner & Refund to:

Devin Equipment, LLC  
c/o Devin Oil Co, Inc.  
PO Box 105  
Hermiston, Oregon 97838

Tax Payer:

Devin Oil Co, Inc  
PO Box 105  
Hermiston, Oregon 97838

Receipt # 268575

Date paid 11/1/2021

Int. date

Original Tax	Tax Credit	Disc/Int. Pd	Actual Paid	Revised Tax	Rev Dis/Int	Net Revised	Tax Diff.	Int/Dis Diff	Tax Refund	Ref. Int.	Total Refund
10,027.38	10,027.38	-300.82	9,726.56	2,885.09	-86.55	2,798.54	7,142.29	-214.27	6,928.02	0.00	6,928.02

Reason: Destroyed property

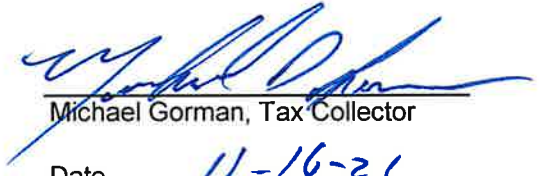
Approved: \_\_\_\_\_ 2021

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

699-699-5-70-7075

  
Michael Gorman, Tax Collector

Date

11-16-21



**AGENDA ITEM COVER SHEET**  
Morrow County Board of Commissioners  
(Page 1 of 2)

(For BOC Use)  
Item #  
**4e**

Please complete for each agenda item submitted for consideration by the Board of Commissioners  
(See notations at bottom of form)

Staff Contact: Sandi Pointer  
Department: Public Works - Airport

Phone Number (Ext): 541-989-9500  
Requested Agenda Date: 11/24/2021

Short Title of Agenda Item: **Airport Advisory Committee member appointment**  
(No acronyms please)

**This Item Involves:** (Check all that apply for this meeting.)

- |   |   |
|---|---|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                       |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee        |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input checked="" type="checkbox"/> Consent Agenda Eligible |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input type="checkbox"/> Discussion & Action                |
| Estimated Time:   | Estimated Time:   |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization         |
| <input type="checkbox"/> Contract/Agreement                               | <input type="checkbox"/> Other                              |

☐ N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:

Contractor/Entity Address:

Effective Dates – From:

Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000?    ☐ Yes    ☒ No

Reviewed By:

Matt Scrivner

12.30.2020

Department Head

Required for all BOC meetings

DATE

11/22/21  
DATE

Admin. Officer/BOC Office

Required for all BOC meetings

County Counsel

\*Required for all legal documents

Finance Office

\*Required for all contracts; other items as appropriate.

Human Resources

\*If appropriate

DATE

*\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.*

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# **AGENDA ITEM COVER SHEET**

**Morrow County Board of Commissioners**

**(Page 2 of 2)**

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Morrow County Airport Advisory Committee has a seven person committee with alternates. Public Works is working to fill vacant spots, Attached you will find the application from the individual wishing to be on the committee.

Representing for the Tenant/Pilot representation we have Barbara VanArsdale that is currently and is interested in staying in this position. Please find her application attached along with the current listing of members.

## **2. FISCAL IMPACT:**

N/A

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to accept Barbara VanArsdale as representative for position representing a Tenant/Pilot for a three-year term on the Airport Advisory Committee.

☒ Attach additional background documentation as needed.

Morrow County Public Works Department

365 W. Highway 74

P.O. Box 428

Lexington, OR. 97839

Phone: (541) 989-9500

Fax: (541) 989-8352

Matt Scrivner

Director

Eric Imes

Asst. Road Master

Sandi Pointer

Management Asst.

Kirsti Cason

Administrative Asst.



Application for Morrow County Committee

Application will remain active for six months after it is received.

Date:

10-21-21

Name:

BARBARA Van ARSDALE

Address:

PO Box

Im

Mailing Address:

#207

E-mail Address:

shoo.com

Telephone:

Work:

Cell:

Home:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



NOTE: Information on this page is considered public record and may be available up on request.

Area of Representation:

Pilot Tenant  
Morrow Co. At Large/Citizen, Emerg. Mgmt.  
Economic Dev., Pilot/Tenant, Business User

Name:

BARBARA VAN ARSDALE

Occupation:

Retired

Availability:

Both

day, evenings or both?

Briefly state why you would like to serve on Morrow County Airport Advisory Committee:

55 YRS AVIATION  
COM. PILOT / ATP  
MECHANIC / AI  
INSTRUCTOR

Please list qualifications and skills you have which you believe would be valuable if you are appointed to this position.

See Above

Please list personal and/or professional interest relevant to this Committee:

CONTINUED GROWTH OF  
THE AIRPORT  
AVAILABILITY OF AIR LIFE  
FLIGHTS &  
AIRPORT USE & GROWTH

Please return : PO Box 476, Lexington, OR spointer@co.morrow.or.us

## - Airport Advisory Committee Members -

Representing	Representative	Alternate	Term	Appointment	End Term	End of 2nd Term
Emergency Management	Bowels, John	Puntenney, Steve	3 years	January 1st, 2020	December 31st, 2020	December 31st, 2023
Economic Development	Heppner Chamber		3 years	January 1st, 2020	December 31st, 2020	December 31st, 2023
		Russ Ellsworth		January 1st, 2020	January 13, 2024	
Tenant/Pilot	VanArsdale, Barbara		3 years	11/24/21	November 1, 2025	December 31st, 2028
Member @ Large Co.	Seitz, Wayne		3 years	January 1st, 2020	December 31st, 2021	December 31st, 2024
Business User	Boyer, John	Wood, Sean	3 years	January 1st, 2020	December 31st, 2022	December 31st, 2025
Member @ Large Co.	TenEyck, Ragna	Wolff, Tom	3 years	January 1st, 2020	December 31st, 2022	December 31st, 2025
Public Works Rep.	Pointer, Sandi	Scrivner, Matt				

Vacant



**AGENDA ITEM COVER SHEET**  
Morrow County Board of Commissioners  
(Page 1 of 2)

(For BOC Use)  
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners  
(See notations at bottom of form)

Presenter at BOC:

Date submitted to reviewers:

Department:

Requested Agenda Date:

Short Title of Agenda Item:

(No acronyms please)

**This Item Involves:** (Check all that apply for this meeting.)

- |   |  |
|---|--|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input type="checkbox"/> Consent Agenda Eligible     |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input type="checkbox"/> Discussion & Action         |
| Estimated Time:   | Estimated Time:                                      |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization  |
| <input type="checkbox"/> Contract/Agreement                               | <input type="checkbox"/> Other                       |

☐ N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:

Contractor/Entity Address:

Effective Dates – From:

Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000?    ☐ Yes    ☐ No

Reviewed By:

\_\_\_\_\_  
DATE Department Director

Required for all BOC meetings

\_\_\_\_\_  
DATE Administrator

Required for all BOC meetings

\_\_\_\_\_  
DATE County Counsel

\*Required for all legal documents

\_\_\_\_\_  
DATE Finance Office

\*Required for all contracts; other items as appropriate.

\_\_\_\_\_  
DATE Human Resources

\*If appropriate

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# **AGENDA ITEM COVER SHEET**

**Morrow County Board of Commissioners**

**(Page 2 of 2)**

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**1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

**2. FISCAL IMPACT:**

**3. SUGGESTED ACTION(S)/MOTION(S):**

✳ Attach additional background documentation as needed.

**Contract between Morrow County and Ducote Consulting LLC**  
**Grant Writing and Environmental Services – U.S. Economic Development Administration**

**1. Effective Date and Duration**

This Contract shall become effective on the date it is fully executed by both parties. Unless earlier terminated, this contract shall end no later than March 31, 2022 after the submission deadline for the 2021 U.S. Economic Development Administration (EDA) Notice of Funding Opportunity (NOFO), unless other arrangements are made.

**2. Scopes of Work**

- A. The Contractor will be paid a fixed amount not-to-exceed \$4,500 for EDA Grant Writing Services related to the Heppner Robinson Addition, Water Project, inclusive of travel, telephone, and fax and all other administrative, overhead and business costs and expenses incurred by the Contractor in performing the scope of services in this Contract. Costs associated with publication or required legal notices will be the responsibility of Morrow County, Oregon. Accounting and auditing costs associated with receiving and disbursing the funds and the project closeout accounting costs will be the responsibility of Morrow County, Oregon.
- B. The Contractor will be paid a fixed amount not-to-exceed \$4,000 for EDA Grant Writing Services related to the Kinzua Floodplain Mitigation Project, inclusive of travel, telephone, and fax and all other administrative, overhead and business costs and expenses incurred by the Contractor in performing the scope of services in this Contract. Costs associated with publication or required legal notices will be the responsibility of the Morrow County, Oregon. Accounting and auditing costs associated with receiving and disbursing the funds and the project closeout accounting costs will be the responsibility of the Morrow County, Oregon.

**3. Compliance with Applicable Law**

The Contractor shall comply with federal, state and local laws, regulations, handbooks, executive orders and ordinances applicable to the work under this agreement, including without limitations, the provisions of ORS Chapters 279A, 279B and 279C; 24 CFR Chapter 58; Title VI of the Civil Rights Act of 1964; Section V of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990, and ORS 659.425; and all regulations and administrative rules established pursuant to the foregoing laws; and all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

**4. Independent Contractor**

The Contractor is not an officer, employee, or agent of the County. Although County reserves the right (i) to determine (and modify) the delivery schedule for the work to be performed and (ii) to evaluate the quality of the completed performance, County cannot and will not control the means or manner of the Contractor's performance. The Contractor is responsible for determining the appropriate means and manner of performing the work. Contractor is engaged as an independent Contractor, and will be so deemed for purposes of the following:

- A. The Contractor will be responsible for payment of any Federal or State taxes required as a result of the Contract.
- B. The Contractor is not entitled to any benefits generally granted to County employees. Without limitation, but by way of illustration, the benefits that are not intended to be extended by this Contract to the Contractor are vacation, holiday, sick leave, other leaves with pay, tenure, medical insurance, dental insurance or retirement benefits.
- C. The Contractor is an independent Contractor for purposes of the Oregon Workers' Compensation laws (ORS Chapter 656) and is solely liable for Workers' Compensation coverage under this contract.
- D. The Contractor will furnish all necessary tools, equipment, supplies, and all other administrative support expenses.
- E. The Contractor will not be eligible for any Federal Social Security, State Workers' Compensation for unemployment insurance, from this contract payment, except as a self-employed individual.

## **5. Ownership**

All work products of the Contractor that result from this Contract (the work products) are the exclusive property of Morrow County.

## **6. Termination**

This Contract may be terminated at any time by mutual written consent of the parties or with the terminating party providing 30 days' written notice to the other party.

In the event of a termination, Contractor's sole remedy will be for the sum owed for work accomplished to the point of termination. Contractor shall cease all activities under this contract and shall deliver all property or work completed at the time of termination to County.

### **CONTRACTOR** **DUCOTE CONSULTING LLC**

By:  Title: President Date: 11/23/21  
Nicholas Ducote

### **MORROW COUNTY**

By: \_\_\_\_\_ Title: Administrator Date: \_\_\_\_\_  
Darrell J. Green

**Ducote Consulting 2021 EDA Grant Writing and  
National Environmental Policy Act (NEPA) Report  
Exhibit A – Scope for Heppner Robinson Addition, Water Project**

**Background:** Ducote Consulting was contracted by Morrow County to assist with scoping out the feasibility of an EDA application for the City of Heppner's Robinson Addition Reservoir and Well Resiliency Project. Preliminary discussions with project stakeholders, the County, and EDA indicate that the project is feasible and potentially competitive for EDA funding.

**Project Description:** This project will improve the water supply for the east side of the City. Currently the City has no storage and limited source for water in this area and pressure is below standard. The development of a well, storage and system connection will increase resiliency in the City's water supply as currently the system is dependent on a single 12-mile distant water source configuration. The benefit to improved infrastructure will help bring up to standard the regionally supported hospital, County historic Courthouse and other public and private facilities that are impacted by this low-pressure situation. Additionally, the primary medical clinic and multiple housing units located near this site will be positively impacted by the improved water supply, along with creating new buildable housing lots.

**Grant Writing & Project Development Scope:**

- A. Coordinate with the City and Project Engineer to determine whether the appropriate EDA project application would be a Final Design or Construction project.
- B. Develop the Project Narrative, collect attachments, and draft a grant application that complies with EDA requirements.
- C. Coordinate with the City and technical partners in order to answer prompts in the grant application or questions from EDA reviewers.
- D. Reach out to other possible funders to discuss eligibility of the project, including Rural Opportunity Initiative with Business Oregon.

**Environmental Scope (Not required in full if it is only a Design project):**

- A. Draft the Environmental Narrative, including, but not limited to: Purpose, need, scope of project, impacts on cross-cutters, and other jurisdictional or regulatory issues.
- B. Initial consultation with the State Historic Preservation Office (SHPO) is recommended and Ducote Consulting can lead that effort.
- C. Draft and coordinate any agency consultations in order to finalize environmental report for application
  - i. Potentially: Department of State Lands (DSL) (wetlands) & SHPO (historic)

**Assumptions of Work Conducted by the Grantee:**

- A. Technical partners (engineers) will coordinate with Ducote Consulting to answer questions about the project in relation to the application.
- B. Grantee has an active System for Award Management registration (SAM), or will update the organization's registration prior to application.
- C. Grantee has a Grants.gov account or will create one for use by Ducote Consulting to file the application through the online portal.

- D. Grantee and property owner will cooperate to provide documents required to complete the application.
- E. Timely submission of the application depends on cooperation from a wide variety of team members. Delays amongst the team, outside of Ducote Consulting's control, will have impacts on the timeliness of submission.

**Fee:** Not-to-exceed \$4,500 at an hourly rate of \$90.



**Ducote Consulting 2021 EDA Grant Writing and NEPA Report**  
**Exhibit B – Scope Proposal for Kinzua Floodplain Mitigation Project**

**Background:** Ducote Consulting was contracted by Morrow County to assist with scoping out the feasibility of an EDA application for the Kinzua Floodplain Mitigation project. Preliminary discussions with project stakeholders, the County, and EDA indicate that the project is feasible and competitive for EDA funding.

**Project Description:** The overall project generally consists of reducing the Federal Emergency Management Agency (FEMA) 100-year floodplain along Willow Creek through excavation of a floodplain. The project reach is located through the Port of Morrow property at the old mill site in the industrial zone. Anderson Perry Engineering (AP) has completed a Conditional Letter of Map Revision (CLOMR) and has submitted it to FEMA. The CLOMR includes plans for excavation and embankment improvements that would allow FEMA to revise the current Flood Map and allow for development on this property.

This 80 +/- acre piece of property is the only land zoned Industrial in south Morrow County. Most of the land in this area is zoned Exclusive Farm Use (EFU) and the use is very restricted. There is a demand for land that will allow industrial manufacturing and small industries. A one-acre lot with an existing structure was recently sold. This brought four employees to this location. The economic impact of having available land for industrial/commercial development is immeasurable. The current flood restriction on this site restricted the use of the property to approximately 25 of the 80 acres. This project would remove a majority of the land from flood restrictions

**Grant Writing & Project Development Scope:**

- A. Develop the Project Narrative, collect attachments, and draft a grant application that complies with EDA requirements.
- B. Coordinate with the City and technical partners (engineers) in order to answer prompts in the grant application or questions from EDA reviewers.
- C. Reach out to other possible funders to discuss eligibility of the project, including Rural Opportunity Initiative with Business Oregon.

**Environmental Scope:**

- A. Draft the Environmental Narrative; including, but not limited to: Purpose, need, scope of project, impacts on cross-cutters, and other jurisdictional or regulatory issues.
- B. Initial consultation with SHPO is recommended and Ducote Consulting can lead that effort.
- C. Draft and coordinate any agency consultations in order to finalize environmental report for application
  - i. Potentially: DSL (wetlands) & SHPO (historic).

**Assumptions of Work Conducted by the Grantee:**

- A. Technical partners (engineers) will coordinate with Ducote Consulting to answer questions about the project in relation to the application.
- B. Letters of Commitment will be secured from local businesses to either develop the Kinzua area, or expand their existing businesses.
- C. Negotiate a Grant Management Agreement between the Port (property owner) and the Grant Applicant.
- D. Grantee has an active System for Award Management registration (SAM), or will update the organization's registration prior to application.
- E. Grantee has a Grants.gov account or will create one for use by Ducote Consulting to file the application through the online portal.
- F. Grantee and property owner will cooperate to provide documents required to complete the application.
- G. Timely submission of the application depends on cooperation from a wide variety of team members. Delays amongst the team, outside of Ducote Consulting's control, will have impacts on the timeliness of submission.

**Fee:** Not-to-exceed \$4,000 at an hourly rate of \$90.



**AGENDA ITEM COVER SHEET**  
Morrow County Board of Commissioners  
(Page 1 of 2)

(For BOC Use)  
Item #  
5a

Please complete for each agenda item submitted for consideration by the Board of Commissioners  
(See notations at bottom of form)

Presenter at BOC: Katie Imes

Date submitted to reviewers: 11/18/21

Department: Public Transit - The Loop

Requested Agenda Date: 11/24/21

Short Title of Agenda Item:

(No acronyms please)

2nd review - Graphics for New Public Transit Buses

**This Item Involves:** (Check all that apply for this meeting.)

- |   |   |
|---|---|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                   |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee    |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input type="checkbox"/> Consent Agenda Eligible        |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input checked="" type="checkbox"/> Discussion & Action |
| Estimated Time:   | Estimated Time:   |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization     |
| <input type="checkbox"/> Contract/Agreement                               | <input type="checkbox"/> Other                          |

☐ N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: **TBD**

Contractor/Entity Address: **10379 W. Clearwater Ave. Kennewick, WA 99336**

Effective Dates – From: **N/A**

Through: **N/A**

Total Contract Amount: **TBD**

Budget Line: **225-320-5-80-8102**

Does the contract amount exceed \$5,000? ☒ Yes ☐ No

Reviewed By:

\_\_\_\_\_  
DATE Department Director

*[Signature]* 11/22/21  
DATE Administrator

\_\_\_\_\_  
DATE County Counsel

\_\_\_\_\_  
DATE Finance Office

\_\_\_\_\_  
DATE Human Resources

Required for all BOC meetings

Required for all BOC meetings

\*Required for all legal documents

\*Required for all contracts; other items as appropriate.

\*If appropriate

\* Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval then submit the request to the BOC for placement on the agenda.

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# **AGENDA ITEM COVER SHEET**

**Morrow County Board of Commissioners**

**(Page 2 of 2)**

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Morrow County has ordered three 22' buses and one 33' bus with Creative Bus Sales. These buses will be used for the new POM-Boardman Circular route and potentially the Heppner-Boardman route. Heidi Turrell, the Loop Dispatcher has a degree in graphic design and has helped to develop two options to present today. Both are quite similar other than one is a full wrap design and one is a partial wrap design. The concept of the large picture graphic is to showcase all industries in Morrow County and provide a visual aid associated to the Loop. The designs and quote have been presented to the STIF advisory board, their recommendation was for the partial wrap design. Please see attached wrap options and cost-comparison sheet.

Things to consider when choosing a design:

1. will the public identify what the service is?
2. will the public see themselves using the service?
3. does the design encompass our geographic area?
4. will the public remember the bus?

Three preliminary quotes were requested from "Portland Custom Wraps", "Mustang Signs" and , "Northwest Sign Solutions", these quotes were competitive but based on their location to Morrow County we considered the travel distance for installation and any warranty work that could present itself. These factors would increase the overall cost and future costs. When the buses are close to delivery we will resubmit for a final quote and prepare another cost-comparison to select a vendor.

## **2. FISCAL IMPACT:**

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to approve the Loop bus wrap design option \_\_\_\_.

☒ Attach additional background documentation as needed.







# ROAD REPORT NOVEMBER 2021

**BLADING OPERATIONS:** Following are the roads blade operators made improvements to.

Zone 1 – Juniper, Strawberry, Lindsay, Baker, Proudfoot,

Zone 2 – Cutsforth, Spur Loop, Beach,

Zone 3 – Zinter, Halvorsen, Howton, Valby, Morter, Holtz, Warren, Bergstrom, Carlson,

Zone 4 – Buttermilk Canyon, Redding, Sumner, Porcupine, Hardman Ridge, Coalmine, Hale Ridge, Sanford, Upper Rhea Creek, Lunsford, Shobe Canyon,

Zone 5 – Clarks Canyon, Meadowbrook, Burt Peck, Nolan

**ROAD SIGN REPAIR:** Crew members continue making sign repairs around the county as time allows.

**CLARKS CANYON:** A cattle guard was installed for Colin Anderson just east of his house this month.

**POTHOLE PATCHING:** Crew members filled potholes on Frontage and County Line road.

**POST PAVING OPERATIONS:** Crew members have been building shoulders on county roads that were paved this past summer.

**PERMITS:** Following are permits to work in the county right of way. These came in after my October report.

<u>OSI</u>	559	Homestead Lane	Umatilla Electric Co-Op	Utility	115kV line	09/23/2021	10/27/2021
<u>OSJ</u>	559	Homestead Lane	Umatilla Electric Co-Op	Utility	115kV line	09/24/2021	10/27/2021
<u>OSK</u>	905	Poleline Road	Umatilla Electric Co-Op	Utility	115kV line	09/25/2021	10/27/2021
<u>OSL</u>	905	Poleline Road	Umatilla Electric Co-Op	Utility	115kV line	09/26/2021	10/27/2021
<u>288/288a</u>	490	Bombing Range Road	Parametrix	Approach	Pt. 905	10/04/2021	10/27/2021
<u>291/291a</u>	596	Tower Road	The Port of Morrow	Approach	Approach #1	10/28/2021	10/27/2021
<u>292/292a</u>	596	Tower Road	The Port of Morrow	Approach	Approach #3	10/28/2021	10/27/2021

[https://www.lagrandeobserver.com/news/local/new-housing-gives-veterans-a-brand-new-home-and-a-fresh-start/article\\_95bd13fc-3dbc-11ec-85b4-274b758ac4fe.html](https://www.lagrandeobserver.com/news/local/new-housing-gives-veterans-a-brand-new-home-and-a-fresh-start/article_95bd13fc-3dbc-11ec-85b4-274b758ac4fe.html)

CENTERPIECE

## New housing gives veterans a brand-new home and a fresh start

By DAVIS CARBAUGH The Observer  
Nov 16, 2021



Dennis Scudder his dog, Bandit, relax in the bedroom of their home at Veteran's Village Union County on Tuesday, Nov 16, 2021. Scudder was among the first on the waitlist to move into the new micro-neighborhood in La Grande.

Alex Wittwer/The Observer

**LA GRANDE** — For local veterans, a new housing area in La Grande offers a chance for a clean slate.





Veteran's Village Union County, a micro-neighborhood of cottage-style homes, opened its doors to several veterans in need of housing on Wednesday, Nov. 3. The new homes provide homeless or low-income veterans with a safe, community-style living environment.

"This is my savior here, this place," local army veteran Dennis Scudder said. "It's a new place and a brand-new start."

The village, on the corner of Russell Avenue and N. Pine Street, features small fully furnished homes. Each unit includes a bedroom, living room, amenities and a fenced backyard. The first three units are completed and have new occupants, while construction on the remaining seven houses is still wrapping up.

## Creating a community

Gust Tsiatsos, owner of GCT Land Management, spearheaded the project after seeing a need for affordable housing in La Grande. The project involves Veterans Affairs, which finds veterans who meet the guidelines to live in the village, and Northeast Oregon Housing Authority is set to manage the property.

"The need was substantial after we did some research on what that need really looks like," Tsiatsos said. "We just tried to create a community feel where they would be living with similar types of folks."

Brian Blais, the Veterans Services Officer at the Center for Human Development, conducts the general screening process and worked closely with Tsiatsos in the planning process. He emphasized that there is a major need for aid to homeless veterans.



“The housing shortage isn’t a veteran-specific problem by any means, but it is estimated that there are over 1,300 homeless veterans in Oregon, and I am honored to be able to support my brothers and sisters who served our country,” Blais said. “Working with Gust has been an amazing experience, and I look forward to continuing the work that we do.”

The project is roughly 75% grant funded, according to Tsiatsos. The bulk of that funding came from Oregon Housing and Community Services. Tsiatsos noted that there is specific grant funding for veterans in rural areas, which helped the Veteran’s Village Union County score very well in the grant application process.



Workers put on the finishing touches for the cottage-style homes at Veteran’s Village Union County on Russell Avenue in La Grande on Monday, Nov. 8, 2021. The affordable housing project is nearing completion and residents are beginning to move in.

Alex Wittwer/The Observer

A major goal of the housing project is to foster a community of individuals with similar life experiences. Tsiatsos said the setup of the village allows the veterans to be as social as they would like, or have privacy if that is preferred.

“We have learned that this population of people has an interest in being in a more private setting and more of a closed community,” he said. “We situated all the houses facing in and put up a private fence around it. We’re hoping that a small, controlled space will be good for that demographic.”

Upon moving into his new home, Scudder echoed Tsiatsos’ sentiment.

“I am looking for a clean and sober place,” Scudder said. “Us veterans here try to stick together. There are a lot of veterans, including myself, that have issues.”

The Army veteran said he deals with PTSD and finds that being around other like-minded individuals is a major positive. The U.S. Department of Veterans Affairs estimates that anywhere from 10% to 20% of all veterans live with PTSD.

## A long-term home

Scudder was homeless prior to moving into Veteran’s Village Union County, and he said there are many other veterans struggling. Scudder emphasized that the village gives a fresh start to veterans who need a safe and reliable place to live.

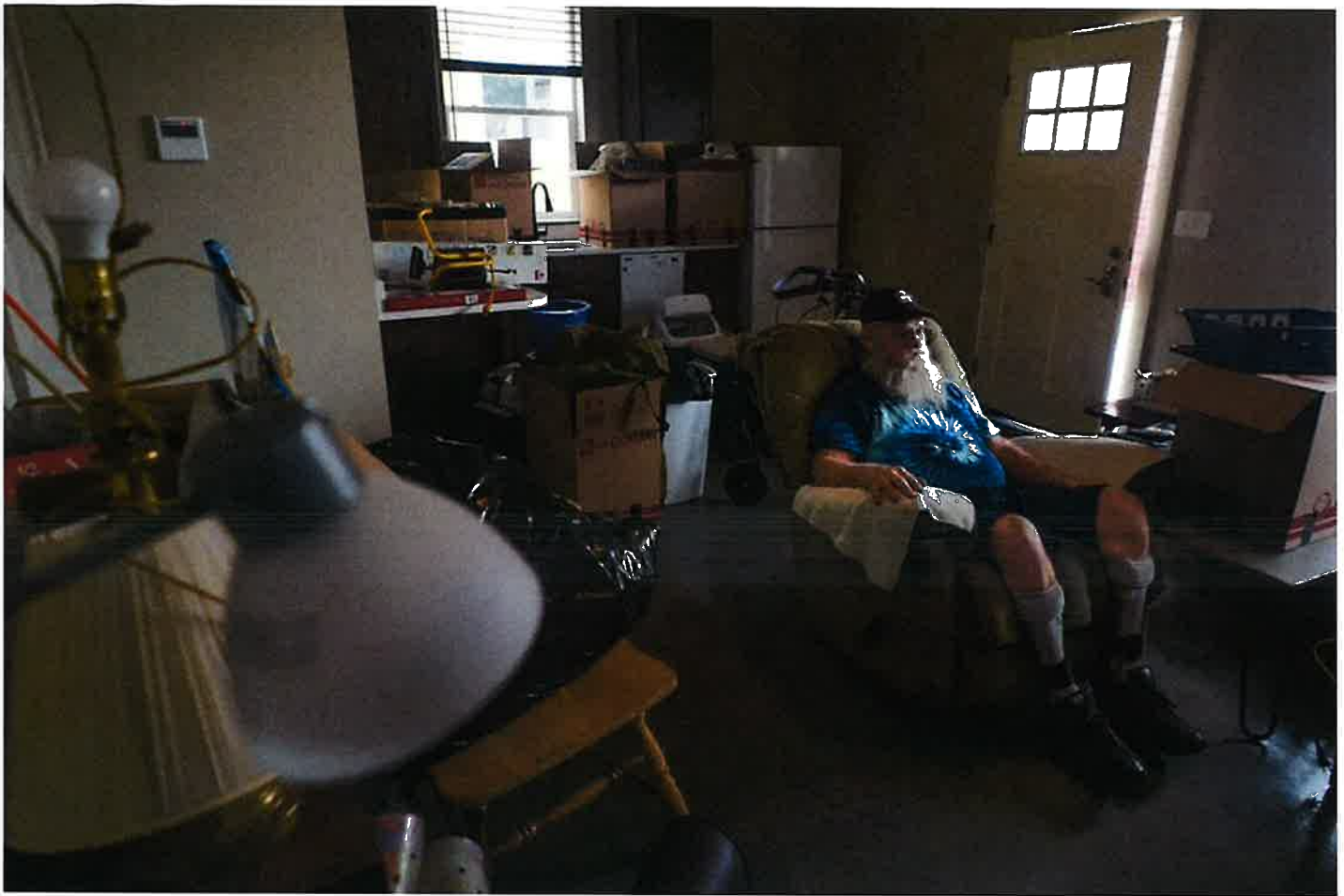


“No drugs or anything are allowed. This is the perfect environment,” he said. “I’m not a people person. My issues are more of a personal matter. Being around other veterans will be nice. I couldn’t ask for more. I’m so happy.”

Tsiatsos noted that a vital part of the project is to create permanent housing instead of a temporary stay.

“We wanted it to be a place someone could call home for 20 years,” he said. “We’re hoping to create an environment where people will live long term.”

Scudder found out about the veterans village through his VA social worker, Angel Smith. Through a program called HUD-VASH, veterans go through a screening process similar to the Section 8 housing process. The program guides veterans in need of rental assistance who have experienced homelessness.



Francis Weatherwax, a disabled Army veteran who served from 1969 to 1970, rests in his recliner after moving into his new cottage-style home in La Grande on Thursday, Nov. 4, 2021. Weatherwax served as an 16R Chaparral/Vulcan crewman during the Vietnam era, and was stationed in Germany. He had previously lived at the NK West Apartments in downtown La Grande for two years before moving to Veteran's Village Union County with the help of his son on Nov. 3, 2021. Weatherwax also served as a volunteer for the Sumpter Fire Department for over a dozen years.

Alex Wittwer/The Observer

The housing authority does the financial screening and background checks, while Smith provides ongoing case management, drug and alcohol counseling and any other services the veterans may need for at least a year after finding a new residence. The aim is to make sure the veterans are able to stay successfully housed.

“It really is a great program for veterans,” Smith said.

The HUD-VASH program bases rental rates on gross monthly income adjusted according to the individual’s needs, including obstacles such as mental health, drug and alcohol abuse or physical disabilities.

For the soon-to-be 10 veterans residing in the village, the opportunity for community and camaraderie will be a key feature of daily life. The community center at the front of the village will provide a shared space where the residents can mingle if they choose.

“It helps promote an environment where veterans can help each other out,” Blais said.

Scudder is looking forward to playing pool and hanging out in the community center, where the veterans in the village can meet up and socialize.

“For a lot of the veterans that have sobriety issues, you don’t have to go out to the bar to play some pool. You can stay right here,” Scudder said.

## Gold standard

Tsiatsos said he thinks Veteran’s Village Union County is a model that other communities can mirror to alleviate veteran homelessness.

“We’re hoping that maybe other communities will come see this and try to model a similar design. It doesn’t have to be permanent, but I think permanent housing is more rare than transitional, so to me there’s more value to a community there,” Tsiatsos said. “I think once people see that and see that the livability is sustainable, then it might be something other communities will want to do.”

Having been homeless himself and knowing many veterans who face similar issues, Scudder emphasized that communities like Veteran’s Village Union County can be life changing.







Dennis Scudder, left, a formerly homeless Army veteran, relaxes and watches television in the living room of his new home at Veteran's Village Union County in La Grande on Thursday, Nov. 4, 2021.

Alex Wittwer/The Observer

“I feel like a whole person again,” Scudder said. “I can’t tell you how excited and thrilled I feel.”

GCT Land Management is in the process of creating another veterans village in Baker City, which will include nine one-bedroom homes and three two-bedroom homes.

The city of La Grande and the planning commission adopted a code change in 2018 that allowed for the construction of cottage-style homes and small dwelling units. Tsiatsos was the first to make major plans after the code change, bringing the veterans village to life.

“It’s one of those things Gust became more and more passionate about and got a lot of folks behind it,” La Grande Community Development Director Mike Boquist said. “The city is very supportive of his project.”



Boquist noted that the village helps mitigate the need for affordable housing in La Grande, especially for those who are semi-homeless or on the verge of homelessness.

“I think it’s a good start,” Boquist said. “Hopefully other people will see this and take advantage of it. It doesn’t necessarily have to be for the same housing market or clientele.”

Smith also would like Union County Veteran’s Village to set a precedent for what can be done to create affordable housing.

“We’re working with the state to kind of make this the gold standard,” she said. “It’s spreading and there is a lot of interest in the state in places like this. It’s really exciting.”

## A new beginning

For Scudder and the future veteran tenants of the village, the micro-neighborhood provides an essential piece in getting back on one’s feet — a place to call home.

With the goal of creating a model to help veteran homelessness around the state, Tsiatsos has spoken with other communities about similar possibilities.







Dennis Scudder, an Army veteran, looks over his new neighborhood in La Grande on Thursday, Nov. 4, 2021. Scudder bounced between temporary housing solutions before moving into Veteran's Village Union County, a new community of cottage-style homes.

Alex Wittwer/The Observer

“Most of the communities now have the cottage home ordinance in place, so they can bring that density into their communities because housing is in such short supply across the nation right now,” he said. “Being able to find something like this that’s permanent isn’t always readily available.”

GCT Land Management is undertaking a tiny home initiative, which will send supplies necessary to create cottage-style homes in other communities that model Veteran’s Village Union County. The affordability can benefit not just veterans, but anyone in need of housing.

At La Grande’s newest neighborhood, hopes are high for the future of the village and its residents.



“I’m really happy with the place,” Scudder said. “I wish they would do this for more people. It’s great.”

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**– IMPORTANT NOTICE –**

**Preliminary 2021 Population Estimate**

November 17, 2021

To: **MORROW COUNTY**

Listed below is the preliminary population estimate for July 1, 2021. Also included are the Revised 2020 estimate and 2020 Census figure. The July 1, 2021 estimate will be certified following the review period on December 15, 2021.

PRELIMINARY POPULATION ESTIMATE:

JULY 1, 2021      12,635

Revised POPULATION ESTIMATE:

JULY 1, 2020      12,217

CERTIFIED CENSUS FIGURE:

APRIL 1, 2020      12,186

The 2021 CERTIFIED population estimates will be posted to our web site by the close of business December 15, 2021 at the following page URL:

<https://www.pdx.edu/population-research/population-estimate-reports>

If you have any questions or comments about the preliminary population estimate, please contact:

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**Morrow County  
Planning Commission  
2022 Meeting Dates**

January 25	Irrigon
February 22	Heppner
March 29	Irrigon
April 26	Heppner
May 31	Irrigon
June 28	Heppner
July 26	Irrigon
August 30	Heppner
September 27	Irrigon
October 25	Heppner
December 6*	Irrigon
*Not the last Tuesday of the Month	

**Irrigon** Meetings are in the Conference Room at the new Morrow County Government Center Building, 215 NE Main Street, Irrigon

**Heppner** meetings are in the Upper Floor Conference Room, Bartholomew Building, 110 North Court Street, Heppner

*(parking is off of Gilmore Street)*

All Planning Commission Meetings will have electronic attendance availability.

**\*All Planning Commission Meetings will be opened for the public to attend in person, at the Irrigon and Heppner locations each month.**

**\*\*These locations are tentative and will depend on COVID-19 safety regulations**