

**Morrow County Board of Commissioners Meeting Minutes**  
**March 6, 2019**  
**Bartholomew Building**  
**Heppner, Oregon**

**Present**

Chair Jim Doherty	Kate Knop, Finance Director
Commissioner Melissa Lindsay	Karmen Carlson, Human Resources Director
Commissioner Don Russell (via telephone)	Justin Nelson, County Counsel
Darrell Green, Administrator	Roberta Lutcher, Executive Assistant

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

**City & Citizen Comments:** Chair Doherty said he'd like to notice March as "Mustang March in Morrow County" in honor of the Heppner Mustang Girls 2A State Basketball Championship win. He said he was sure Commissioner Lindsay would agree since she was a member of the 1986 championship team. Chair Doherty further said it was a "fantastic ball game."

**Open Agenda:** No items

**Consent Calendar**

Commissioner Lindsay requested to remove the Utility Permits to obtain additional information from Public Works.

Chair Doherty noted the addition of Retirement Taxes to the Claims portion of the Consent Calendar.

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

- 1. Accounts Payable, March 7<sup>th</sup>, \$62,215.64; Manual Check Run, February 26<sup>th</sup>, \$235,000; Retirement Taxes, March 4<sup>th</sup>, \$19,565.41*
- 2. Minutes: February 6<sup>th</sup>*

*Commissioner Russell seconded. Unanimous approval.*

**Legislative Updates**

Juvenile Department Related

Juvenile Department Director Tom Meier submitted Legislative Update forms for Senate Bills 299, 386, 425 and House Bill 2050. Discussion. Administrator Darrell Green said updates on these bills will be provided as they progress.

**Department Reports**

Treasurer's Monthly Report

Gayle Gutierrez, Treasurer

Ms. Gutierrez provided an overview of her report. After Ms. Gutierrez reviewed the list of current interest rates for various accounts, Commissioner Lindsay asked that the interest rate for the investment account also be included.

## **Business Items**

### Utility Permits Numbers ONW, ONX & ONY

Matt Scrivner, Public Works Director

Commissioner Lindsay said to avoid confusion and show the County is keeping things moving, she thought it would be of benefit to have Mr. Scrivner walk through the agreed upon conditional approvals for the three permit applications from Windwave Communications Inc. The permits are associated with the new Amazon data center being constructed off Olson Road and are for the installation of two packages of fiber, each consisting of 24 conduits, on Olson Road, Rippee Road and Wilson Lane.

Mr. Scrivner reviewed the conditions for the Board, which were also outlined in the letter he sent to Windwave, and provided in the electronic Agenda Packet.

Chair Doherty commented that Commissioner Russell was “sidelined” for this discussion.

Commissioner Russell said yes, and then thanked the County for taking into consideration the time constraints under which Windwave was operating. He explained he is on Windwave’s Board and conflicted on these applications.

### County Opportunity Grant Application – Public Works/Parks

Mr. Scrivner

Morrow County received notice of its successful grant application to the Oregon Parks and Recreation Department for campsite upgrades at the Off-Highway Vehicle Park. After the grant agreement is signed, the County will receive a notice to proceed from OPRD, said Mr. Scrivner.

*Commissioner Lindsay moved to approve Oregon Parks and Recreation Department, County Opportunity Grant Program Agreement, Grant Number COG19-007, maximum reimbursement \$87,918; County match \$29,311; and authorize Chair Doherty to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.*

### Cap & Trade Comment Letters

After discussion, the Board opted to draft its own letter, rather than use a version circulated by the Eastern Oregon Counties Association. It was decided Commissioner Russell, as Co-Chair of the Association of Oregon Counties’ Cap and Trade Subcommittee, would draft a letter for next week’s meeting.

### Progressive Design-Build Update

Mr. Green said he discussed a scope of services with Robynne Thaxton Parkinson and planned to return next week with a written version and an estimate for her services. Ms. Thaxton Parkinson is a Seattle-based lawyer who specializes in construction law. As there were several questions about the charge for travel time, Chair Doherty requested that the estimate provide specific details on that.

## **Department Reports, continued**

### Administrator's Monthly Report

In addition to reviewing the items in his report, Mr. Green said he plans to meet with the County's IT Server Specialist, Jordan Standley, about the logistics of video recording BOC meeting for access by the public. Chair Doherty commented the large majority of counties are now video recording meetings.

**9:48 a.m.:** Commissioner Russell signed-off from the meeting.

## **Business Items, continued**

### Compensation Board & Non-Represented Employee Data Presentation

Karmen Carlson, Human Resources Director

The Compensation Board met on February 12<sup>th</sup> to evaluate the compensation of elected officials. Recommendations were then forwarded to the Board of Commissioners. The BOC requested additional information for analysis before making a decision on the recommendations. Ms. Carlson reviewed that additional information at today's meeting. After discussion, Commissioner Lindsay requested additional data prior to the March 20<sup>th</sup> meeting where decisions are anticipated regarding compensation of elected officials and non-represented employees.

## **Department Reports, continued**

### Sheriff's Office Monthly Report

Undersheriff John Bowles

Administrative Lieutenant Melissa Ross

The report was reviewed and the Commissioners discussed the benefits of the new format that compares activity on a month-to-month basis. Other items not in the report:

- Undersheriff Bowles talked about the need for a snow track machine for search and rescues. He called it a long-term need and said he planned to explore grant opportunities. Commissioner Lindsay asked about using Parks Department equipment but Undersheriff Bowles said it hasn't been available when needed, adding search and rescue vehicles should be stored with the fleet and ready to go at a moment's notice.
- Undersheriff Bowles reported Curtis Harper will graduate from the Department of Public Safety Standards and Training Academy's Basic Parole & Probation Course and a few people from the Sheriff's Office will attend the ceremony and shuttle surplus vehicles to Salem at the same time.
- Undersheriff Bowles is working with the Weather Service Office to coordinate a tabletop exercise on flash floods on May 23<sup>rd</sup>.
- The advantages of bringing back a K9 Unit to the Sheriff's Office were discussed by the Undersheriff.

## **Correspondence**

- Oregon State Chamber of Commerce Mid-Week Legislative Update
- Oregon House Bill 2020 Cap and Trade Fact Sheet from the Northwest Gas Association

**Commissioner Reports**

- Commissioner Lindsay said she's been working on items associated with the Road Department, such as permits.
- Chair Doherty opted to postpone his report until Commissioner Russell was in attendance.

**Signing of documents**

**Adjourned:** 10:30 a.m.