

Board of Commissioners Meeting Minutes
June 5, 2019
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Jim Doherty

Commissioner Melissa Lindsay

Commissioner Don Russell

Darrell J. Green, Administrator

Roberta Lutcher, Executive Assistant

Kate Knop, Finance Director

Justin Nelson, County Counsel

Karmen Carlson, Human Resources Director

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

City & Citizen Comments: Bob Mahoney, life-long Morrow County resident, brought up several concerns.

- He asked the County and Public Works to do a better job communicating with constituents.
- He asked that the County and/or State each take care of the full right-of-way when it comes to spraying weeds.
- He said the 21 Road was graded this winter while he and his neighbors plowed out Spring Hollow Road themselves. He said during the winter there are no residents or livestock off the 21 Road and it should be closed, not plowed.
- He suggested the County and landowners work cooperatively on some projects, such as installing cattle guards and culverts.
- He questioned Public Works' four-day workweek because it doesn't allow flexibility to do road work during peak conditions. For instance, timing road grading to follow precipitation. He asked about hiring a contractor for work that needs to be done on those days (Friday-Sunday).
- Mr. Mahoney asked why nothing happened after the County declared a drought emergency last summer. Commissioner Lindsay said she worked extensively with multiple State and Federal partners to successfully obtain the declaration. Morrow County received the State declaration, however, it rained two weeks too early, so the County was not granted the Federal drought declaration.

Chair Doherty thanked Mr. Mahoney for the input and said answers would be obtained from Public Works. He also suggested he talk to his Road Committee representative and attend those meetings, which are public meetings.

Open Agenda: Commissioner Lindsay requested to add two discussions: the first about the Road Agreement with Vadata, and the second concerning the Eastern Oregon Workforce Board.

Consent Calendar

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

1. *Accounts Payable, May 30th, \$160,718.20 & June 6th, \$147,820.16; Manual Check Run, May 21st, STF Loop Drivers, \$2,100; Two Payroll Payables, May 15th, \$580.15 & May 21st, \$167,709.06*
2. *Minutes: May 8th, 15th & 22nd*
3. *Tenth and Eleventh Amendments to Oregon Health Authority 2017-2019 Agreement #154124 for the Financing of Public Health Services (additional \$10,000 for Student Based Health Center and \$3,118 for Reproductive Health); and authorize Chair Doherty to sign on behalf of the County*
4. *Contract with Blue Line Transportation Co. Inc., for the supply, delivery and application of liquid asphalt emulsion; amount \$873,000*
5. *Agreement with Century West Engineering Corporation for Engineering Aviation Project Services, effective May 22, 2019*
6. *Intergovernmental Services Agreement #DOR-161-19 with the Department of Revenue for map maintenance and related cartographic activities to be performed by DOR for Morrow County; for fiscal year July 1, 2019 to June 30, 2020; total cost \$18,000*

Commissioner Lindsay seconded. Unanimous approval.

Legislative Updates

Darrell Green, Administrator, discussed a bill that passed that allows diversion opportunities for juvenile offenders instead of incarceration at youth facilities. Brief discussion.

Commissioner Russell talked about the upcoming vote on Senate Bill 2020, related to carbon reduction. He said it will probably pass, much to the chagrin of everyone outside the Portland metro area.

Department Reports

Treasurer's Monthly Report

Gayle Gutierrez, Treasurer

Ms. Gutierrez reviewed her report. Commissioner Lindsay noted the addition of the activity reports for the Local Government Investment Pool (LGIP) account and thanked her for including them.

Business Items

Order No. OR-2019-10 – Authorizing Treasurer to Invest Funds

Ms. Gutierrez

The Order was tabled until after a Work Session later in June to discuss an investment policy and investment committee for the County.

Wildhorse Foundation Grant Agreement

Sheree Smith, Public Health Department Director

Ms. Smith said the Health Department would like to purchase a \$42,278 generator for the Boardman Clinic and identified \$30,000 within the Emergency Preparedness budget, but that left \$13,278 still lacking. She applied for a \$20,000 Wildhorse Foundation grant and received

notification of a \$10,000 award. She asked the Board to approve the Wildhorse Foundation Grant Agreement Form.

Commissioner Russell moved to accept the agreement with the Wildhorse Foundation in the amount of \$10,000 and authorize Chair Doherty to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Purchase Pre-Authorization Request, Public Health Department Generator

Ms. Smith

Ms. Smith reviewed the three bids and explained the funds will come from the Emergency Preparedness budget, Wildhorse Foundation Grant, and additional funds received through the Oregon Health Authority Agreement #154124, Amendment 8.

Commissioner Lindsay moved to approve and authorize the purchase of a generator, including installation, from Gordon's Electric Inc. in the amount of \$42,278, and authorize Chair Doherty to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Knowledge Capital Alliance, Software Service Agreement

Ms. Smith

Ms. Smith explained the Eastern Oregon Modernization Collaborative represents 14 eastern Oregon counties, which identified the need for a data collection “dashboard” tool to be used by Public Health Department employees. The Collaborative will pay each county’s invoice, so there is no cost to Morrow County. However, each county needs to sign and authorize the Software as a Service Agreement with Knowledge Capital Alliance, said Ms. Smith.

Commissioner Lindsay moved to approve the Knowledge Capital Alliance Software as a Service Agreement, VMSG Dashboard Performance Management System, effective for one year upon receipt of payment or upon a mutually agreed alternate date; subscription can be renewed for a term of one year; and authorize Chair Doherty to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Statewide Emergency Preparedness Exercise – Operation OX 2019 After-Action Report

Shelley Wight, Emergency Preparedness/Communicable Disease

Ms. Wight discussed the three day exercise held from April 30th - May 2nd in La Grande. She said this type of exercise had never been held and, in part, simulated how to determine the distribution of resources in the event of an emergency. Resources, for example, include food, water, medicine, doctors, nurses, and volunteers. Participants included Morrow, Union and Baker Counties, the Oregon Health Authority and Region 9 Eastern Oregon Medical Reserve Corps (EOMRC). She said the EOMRC is regional, as the name implies, whereas all other MRCs represent single counties. This means the seven-county EOMRC and single county MRCs vie for the same resources. She went on to describe the challenges this represented during the exercise, how she resolved them, and then reviewed her recommendations to the State.

Ms. Wight also informed the Board of an upcoming community discussion that will take place June 25th regarding blue-green algae at the Willow Creek Reservoir. Representatives from the Army Corps of Engineers and the Oregon Health Authority will be on-hand, as will the biologist from the University of Idaho who routinely monitors the levels of blue-green algae at the reservoir.

Reclassification Request Update

Karmen Carlson, Human Resources Director

For background purposes, when an employee files an application for reclassification, a salary range for that particular job description is established using the JOBMEAS™ evaluation method. If the employee disagrees with the salary range results, the next step according to Personnel Policy is for HR to conduct a salary survey of the three counties both larger and smaller. Ms. Carlson discussed her salary survey relative to a request for reclassification from an employee in the Public Health Department. She then asked the Board to concur, or not, that a salary survey was conducted. The Commissioners posed several questions to Ms. Carlson but ultimately concurred a salary survey was completed.

Appeal Committee for Reclassification Requests

Ms. Carlson said an Appeal Committee to review disputed reclassification request results has never been established and requested that such a committee be formed. She outlined the structure, as established in Personnel Policy, and said she would return in the near future with names for consideration as appointees.

Commercial “Through-the-Fence” Airport Access Agreement with John L. Boyer

Sandi Pointer, Public Works Management Assistant

Ms. Pointer explained the Lexington Airport Master Plan requires neighboring landowners who conduct business at the airport be charged an access fee. John L. Boyer is the only neighboring landowner who conducts such business, said Ms. Pointer, who then requested that the agreement be approved.

Commissioner Russell moved to approve the Commercial Through-the-Fence Airport Access Agreement for John L. Boyer, doing business as Gar Aviation; effective dates July 1, 2019 through June 30, 2024. Access fee to be based upon commercial tie-down rental fee which is \$75 per month for each aircraft engaged in commercial use. This rental fee is subject to annual adjustments. Commissioner Lindsay seconded. Discussion: Ms. Pointer explained her goal to have a courtesy car available at the airport. Commissioner Lindsay said she’s brought up the same idea several times, and then asked Commissioner Russell if he was opposed to the idea, as a former pilot. Commissioner Russell said if we want people to do business in the County, it’s “a must.” Mr. Green said there will soon be two vehicles ready for surplus. Commissioner Lindsay requested Ms. Pointer come forward with a detailed proposal. Chair Doherty said a courtesy vehicle would be a “county friendly service.” Unanimous approval.

Award Bid, Fence Construction Services

Ms. Pointer said a Request for Qualifications was released for Fence Construction Services and one response was received. A panel reviewed the response and recommended awarding the bid to Farm City Fence.

Commissioner Russell moved to award the bid for Fence Construction Services to Farm City Fence. Commissioner Lindsay seconded. Unanimous approval.

Award Bid, Willow Creek Road Signing Project

Matt Scrivner, Public Works Director

Mr. Scrivner said Morrow County qualified for \$136,485.70 in funding from the All Roads Transportation Safety Program (ARTS) for safety improvements on Willow Creek Road. That agreement with the Oregon Department of Transportation was signed on January 9, 2019 and Mr. Scrivner requested to award the bid for the signing project to Cartello Construction, Inc., in the amount of \$55,389. He said engineering and staking for sign placement will be invoiced separately by Ferguson Surveying & Engineering.

Commissioner Russell moved to award the bid for the Willow Creek Road signing project to Cartello Construction, Inc., in the amount of \$55,389. Commissioner Lindsay seconded. Unanimous approval.

R-2019-11 – Declaring June 12, 2019 as Larry Lindsay Day in Morrow County

Commissioner Lindsay said Larry Lindsay's retirement after 52 years of service to the Port of Morrow warranted special consideration, so she requested the Resolution.

Commissioner Lindsay moved to approve Resolution No. R-2019-11 – In the Matter of Declaring Wednesday, June 12, 2019 as Larry Lindsay Day for all of Morrow County. Commissioner Russell seconded. Discussion: Commissioner Russell said the amount of change accomplished in those 52 years has been phenomenal. He said the Port started with a few guys sitting around and talking at Boardman City Hall who had big ideas, a \$500 loan, and not much else. Chair Doherty agreed it has gone through quite a change. Unanimous approval.

Commissioner Russell offered to make the presentation to Mr. Lindsay at this afternoon's open house.

Irrigon Building Update

Darrell Green, Administrator

Mr. Green said he anticipated presenting the final draft agreement with Hill International on June 12th with final signature by the Board expected June 19th. The next step will be the kick-off meeting on June 20th which begins the process to choose a contractor. That meeting will include the Commissioners, the consultant, Hill International, and the evaluation committee, which is yet to be determined. After discussion, it was decided the make-up of the evaluation committee will be finalized on June 12th.

Department Reports, continued

Administrator's Monthly Report

Mr. Green reviewed his report of activity for May.

Sheriff's Office Monthly Report

Administrative Lieutenant Melissa Ross

Lt. Ross presented the monthly statistics for May. After a brief discussion about the new report format, she said one deputy has now been assigned to Code Enforcement duties, rather than it being the responsibility of all deputies. Patrol Deputy Oscar Madrigal will be the specialist but other deputies might still refer Code complaints to him and respond to Code calls. Chair Doherty commented a Work Session on Code Enforcement is still scheduled for July 12th.

Break: 11:00-11:08 a.m.

Open Agenda Items

Eastern Oregon Workforce Board (EOWB)

Commissioner Lindsay said she's been in discussion with Umatilla County Commission Chair George Murdock about each county's dissatisfaction with the EOWB and the prospect of a joint request to the State for a new Workforce Area designation to consist of Morrow and Umatilla Counties only. If such a designation occurs, she said the Umatilla County Board of Commissioners proposed the new Workforce Area be centered out of the Port of Morrow. During the discussion that followed, the Commissioners primarily talked about two things: 1.) The advantages to the citizens of Morrow County if the new designation takes place, and 2.) The multiple examples of how the current configuration puts Morrow and Umatilla Counties at a disadvantage as far as funding and in decision-making. It was decided to schedule this topic for the next meeting as several questions remained unanswered.

Vadata Road Use Agreement – Olson Road, Wilson Lane, Laurel Lane

Commissioner Lindsay said the County did not create an authority or committee to negotiate land acquisitions, easements, or expansions that might be necessary for the County to fulfill its obligations in the agreement signed on February 27, 2019. Lengthy discussion ensued.

Commissioner Lindsay moved to create a committee consisting of Commissioner Russell, County Administrator, Darrell Green, Public Works Director, Matt Scrivner, and County Counsel, Justin Nelson overseeing legal aspects. Commissioner Russell seconded. Unanimous approval.

Correspondence

- Oregon Department of Energy Public Notice, Boardman to Hemingway Transmission Line Project, schedule of Public Hearings in eastern Oregon on the Draft Proposed Order and Request for Comment.

Commissioner Reports

- Meetings attended by Commissioner Lindsay: NextEra/Wheatridge meeting as the liaison to negotiate their road use agreement, along with Mr. Scrivner and Mr. Green. She said she has been impressed by NextEra/Wheatridge's level of communication and how well prepared they are for these meetings. Commissioner Lindsay also talked about a meeting on possible opportunities at the former Kinzua Mill site in Heppner that included Port of Morrow Commissioner Jerry Healy, Kim Cutsforth, Executive Director of the Howard & Beth Bryant Foundation, and in-coming Port of Morrow Commissioner John Murray.

County business: Commissioner Lindsay requested a conversation about four-day workweeks. She said Public Works received Board approval for administrative staff to move to a four-day work week but issues have been brought to her attention. Chair Doherty added it was with the caveat it be reevaluated after six months, but that never took place.

- Commissioner Russell said the Port of Morrow plans to bring in a car crusher this fall to deal with vehicles accumulating by a tenant. This might be an opportunity for the County to “piggyback” on that to help with abandoned vehicles. Since economic development groups receive community enhancement funds from the Columbia River Enterprise Zone II Board, he said he contacted those groups about helping to fund this since it costs about \$50 per vehicle. Commissioner Russell contacted U.S.D.A Wildlife Specialist Chris Lulay to talk about possible predator control on the Bombing Range. Mr. Lulay asked for contact information for the public information officer at Whidbey Island and said he would prepare a report documenting the number of predators killed in close proximity to the Bombing Range.
- Chair Doherty talked about the need to wrap-up concerns expressed by the County Surveyor earlier this year. He also asked about the status of several job vacancies and said the invoice from the Eastern Oregon Counties Association is still being discussed by the group and has not been finalized.

Signing of documents

Adjourned: 12:20 p.m.