

**Morrow County Board of Commissioners Meeting Minutes**  
**April 17, 2019**  
**Port of Morrow Riverfront Center**  
**Boardman, Oregon**

**Present**

Chair Jim Doherty  
Commissioner Melissa Lindsay  
Commissioner Don Russell  
Darrell Green, Administrator  
Karmen Carlson, Human Resources Director  
Roberta Lutcher, Executive Assistant

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

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

Commissioner Lindsay requested to remove the Purchase Pre-Authorization request from Parole & Probation for discussion.

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

- 1. Accounts Payable, April 18<sup>th</sup>, \$65,663.05; Three Payroll Payables, April 2<sup>nd</sup>, \$189,118.95; April 10<sup>th</sup>, \$161,332.55 & \$2,875 (HRA VEBA)*
- 2. Minutes: March 20<sup>th</sup>*
- 3. Intergovernmental Agreement with the City of Irrigon for Sheriff's Services, effective July 1, 2019 for one year, not-to-exceed amount \$85,504.82.*

*Commissioner Russell seconded. Unanimous approval.*

Purchase Pre-Authorization Request, Parole & Probation Work Crew Van

Lieutenant Dan Robbins

Lt. Robbins explained the 2010 van used to transport P&P work crew members broke down and needs to be replaced as soon as possible. Prior to this mechanical issue, the Sheriff's Office was looking into replacing it. He said three quotes were obtained and he asked that the funds to purchase be moved from Contingency to the New Vehicle Fund. Administrator Darrell Green said Finance Director Kate Knop was aware of the request and planned to present a budget resolution next week to transfer the funds, if approved.

*Commissioner Lindsay moved to approve the Purchase Pre-Authorization Request from the Sheriff's Office for a 2019 Ford T-350 LR PS Van from Tom Denchel Ford, Hermiston, in the amount of \$33,414.78, and authorize Chair Doherty to sign on behalf of the County.*

*Commissioner Russell seconded and added that the Undersheriff be authorized to dispose of the current van in the most economical way. Unanimous approval.*

## **Business Items**

### Oregon Department of Transportation Fund Exchange Agreement – McNab Lane Project

Matt Scrivner, Public Works Director

Mr. Scrivner said local agencies can exchange Federal Special Transportation Program funds; the ratio is \$100 in Federal funds in exchange for \$94 in State funds. Based on that ratio, the County would like to trade \$326,766 in Federal funds for \$307,160.04 in State funds to be used on the McNab Lane Overlay Project, he said.

*Commissioner Russell moved to approve the 2019 Fund Exchange Agreement No. 33349, McNab Lane Overlay; County wishes to trade \$326,766 in Federal funds for \$307,160.04 in State funds; agreement will terminate two years from the date of execution. Commissioner Lindsay seconded. Unanimous approval.*

### Purchase Pre-Authorization Request, Public Works – New Doors & Store Front at Museum/Library Building

Mr. Scrivner said the cost to replace the doors was previously budgeted but Tony Clement, General Maintenance Supervisor now recommends the store front be replaced at the same time, due to its poor condition. He said three bids were solicited.

*Commissioner Russell moved to approve the Purchase Pre-Authorization Request from Public Works General Maintenance for new doors and store front at the Morrow County Museum/Library Building in the amount of \$13,599 to Hermiston Glass, and authorize Chair Doherty to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.*

### Award Bid - Portable Toilets

Sandi Pointer, Public Works Management Assistant

Ms. Pointer said two bids were received and Public Works recommended awarding the bid to Doug's Septic Service. She said she will follow-up with the contract next week.

*Commissioner Russell moved to award the bid for Portable Toilets to Doug's Septic Service, Inc. pending review of the contract. Commissioner Lindsay seconded. Unanimous approval.*

### Miscellaneous Discussion

Chair Doherty talked about ODOT's Safe Routes to Schools Program as perhaps being an opportunity to help with an area in Boardman around the elementary school. He said he previously spoke to Mr. Scrivner, Boardman City Manager Karen Pettigrew and Boardman Community Development Director Barry Beyeler and now may look into forming a committee.

### Fee Schedule Update, Order Number OR-2019-8

Darrell Green, Administrator

Mr. Green summarized the requested fee changes. They were:

- Adding an Environmental Health Section to encompass the On-Site Septic program. Morrow County recently approved an agreement with Umatilla County to provide those services, instead of the Department of Environmental Quality. The Environmental Health Section also includes fees associated with the Food, Pool and Lodging Program, also performed by Umatilla County.
- The Juvenile and Planning Departments also had minor changes to fees.

Mr. Green said another update will take place in October.

*Commissioner Lindsay moved to approve In the Matter of Adopting a Fee Schedule for Morrow County, Order Number OR-2019-8, effective date May 1, 2019. Commissioner Russell seconded. Unanimous approval.*

#### Reclassification Requests Update

Karmen Carlson, Human Resources Director

Ms. Carlson discussed the reasons for the altered timeline for Reclassification Requests, which were primarily because she was new to the County when requests were due. As discussed in previous BOC meetings, two Reclassification Requests were received, but she said she wanted to be sure the Commissioners understood the process undertaken in HR with the request from a Public Health Department employee. The JOBMEAS™ evaluation did not give sufficient weight to the changes in the job description to warrant a change in wage, she said. In addition, Ms. Carlson said she presented the salary survey in the incorrect order and now asked the Board to step back and concur on the JOBMEAS™ evaluation. After various discussions, Chair Doherty and Commissioner Russell concurred the JOBMEAS™ was performed and the process was moving forward, while Commissioner Lindsay did not concur.

#### The Loop Program Review by RLS & Associates, Inc.

Anita Pranger, Coordinator, The Loop

Ms. Pranger said every three-to-five years, a review of the Morrow County Transportation program takes place. This year's review will occur on May 22<sup>nd</sup> and 23<sup>rd</sup> and she asked for guidance in filling out the Governance portion of the review form.

Commissioner Russell suggested Chair Doherty, as liaison to The Loop Advisory committees, and Mr. Green work with Ms. Pranger.

### **Department Reports**

#### The Loop Quarterly Report

Ms. Pranger reported February and March were slow months for her department because of the snowfall amounts, however, ridership was up in January. Ms. Pranger received official notification that The Loop's Statewide Transportation Improvement Fund (STIF) Plan was approved and the County should start receiving funds in May for the projects outlined in the Plan (July 1 start date for projects). Ideas for advertising vacancies on the Special Transportation Fund Advisory Committee were discussed.

### Juvenile Department Quarterly Report

Tom Meier, Juvenile Department Director

For the time period of January 1-March 31, Mr. Meier reported the following:

- There were 24 Referrals to Services for 11 youth. It's not a good number and usually indicates a crime spree or chronic problem. In this case, it was both. Typically there would be 11 kids with 11 Referrals, but this involved 11 kids with 24 Referrals. The police reports are piling in. Overall, the Referrals to Services for the three quarters are tied for the whole of last year.
- There was one juvenile admitted to detention in Quarter 3.

The Commissioners briefly discussed programs that can benefit youth who "live in the margins," and encouraged Mr. Meier to bring forward ideas for diversion or other unique programs.

### Emergency Management Quarterly Report

Sheriff Ken Matlack

The written report by Undersheriff John Bowles was reviewed. Sheriff Matlack said his office is looking into the possibility of billing for search and rescue costs, especially if the person rescued was doing something he or she should not have been doing.

A discussion about Code Enforcement took place; Sheriff Matlack reiterated his previous statements that all officers are trained in the basic concept of Code Enforcement.

Chair Doherty said the Board has talked about "pushing the reset" on Code Enforcement and he then suggested a Work Session be held with the Sheriff's Office and the Planning Department sometime after Budget Committee Meetings.

### **Correspondence**

- Letter from Multnomah County to Governor Kate Brown supporting a single, regional Coordinated Care Organization (CCO) for that area. Chair Doherty said he requested the letter be in Correspondence because he believed increasing the number of CCOs would add another level of cost statewide; Commissioner Russell agreed. Chair Doherty said a similar letter is being drafted by the Association of Oregon Counties to which he will add his signature.
- "Veterans Benefit Expo 19" flyer - Saturday, July 27<sup>th</sup> at the Pendleton Convention Center from 9:00 a.m. – 3:00 p.m. This is the State's largest veteran resource event and will be held in eastern Oregon for the first time.

### **Commissioner Reports**

- Commissioner Russell said he attend the Port of Morrow Commission/Budget Committee meeting last week. He said during his time as a Port Commissioner, the budget was \$35 million; it is now at \$105 million. He and Chair Doherty attended the Community Renewable Energy Association (CREA) meeting at the SAGE Center. He said while CREA approved the membership of a developer from central Oregon, they delayed

consideration of PGE's request. Commissioner Russell and Ms. McLane travelled to Salem to meet with legislators concerning a bill that allows counties the ability to do more siting of renewable energy projects, rather than the Energy Facility Siting Council. Commissioner Russell and Commissioner Lindsay attended Senator Ron Wyden's Town Hall meeting. He said he brought up the issue with the Boardman Rural Fire Protection District not receiving reimbursement from the Department of Defense for fighting a fire on the Naval Weapons Systems Training Facility – Boardman (Bombing Range). He learned from Senator Wyden that it's a "bigger lift" than it appears but he would work on it.

- Commissioner Lindsay attended the Local Public Safety Coordinating Council (LPSCC) meeting; site tour for potential respondents to the Request for Proposals for Owner's Representative Services for the Irrigon building project; and participated in the Office Assistant interviews for the Veterans Services Office.

### **Signing of documents**

**Adjourned:** 11:35 a.m.