

Morrow County Board of Commissioners Meeting Minutes
November 27, 2019
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Jim Doherty
Commissioner Melissa Lindsay
Commissioner Don Russell
Richard Tovey, County Counsel
Karmen Carlson, Human Resources Director
Roberta Lutcher, Executive Assistant

Excused

Darrell J. Green, Administrator

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

City & Citizen Comments: None

Open Agenda: No items to add

Consent Calendar

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

- 1. Accounts Payable, November 29th, \$266,266.54; Manual Check, Nov. 21st, \$8,000; Two Payroll Payables, Nov. 8th, \$363.27 & Nov. 20th, \$166,502.74*
- 2. Minutes: October 2nd, October 9th, October 16th & October 23rd*
- 3. 2019-2021 Oregon Health Authority Intergovernmental Agreement #159175, Amendments 2 & 3, for the Financing of Mental Health, Addiction Treatment, Recovery & Prevention, and problem Gambling Services; and authorize Chair Doherty to sign on behalf of the County*
- 4. Intergovernmental Agreement for Strategic Investment Program Distribution of Community Service Fee – Orchard Wind Project; and authorize Chair Doherty to sign on behalf of the County*
- 5. Property Use License with Oregon State University to use the OHV Park for ATV Safety Youth Rider Endorsement Classes; January 1, 2020 – December 31, 2020; and authorize Chair Doherty to sign on behalf of the County*
- 6. Two Applications for Refund of Overpayment of Taxes, CoreLogic Tax Service (Account Numbers 11982 & 11913)*

Commissioner Lindsay seconded. Unanimous approval.

Business Items

Safety Committee Bi-Annual Update

Bob Gates, Safety Committee Chair, Senior Maintenance Specialist, Public Works

Eric Imes, Assistant Road Master, Public Works

Mr. Gates explained the Safety Committee meets monthly to discuss safety concerns and suggestions from employees, review accidents and incidents, and to manage the building inspections that are conducted quarterly.

Mr. Imes and Mr. Gates went on to discuss the Committee's budget and the types of safety-related items purchased for employees from that budget.

It was suggested there be a way through the website to contact the Safety Committee about safety concerns, which Karmen Carlson, HR Director, said she would add.

Request to Change Registered Nurse Position from 1.0 Full-Time Equivalent (FTE) to .60 FTE

Sheree Smith, Public Health Director

Ms. Smith discussed challenges in recent years in filling vacancies for Registered Nurses. She said the current full-time RN position remains vacant despite advertising and other methods of outreach. She said she would like the option to advertise the vacancy as part-time (.60 FTE) to possibly generate more interest, but reserve the option to hire a full-time RN should a qualified RN apply. Discussion.

Commissioner Russell moved to approve the request to advertise for a part-time Registered Nurse with the option to fill the current full-time vacancy, if an appropriate RN candidate applies. Commissioner Lindsay seconded. Discussion: Chair Doherty asked what happens to the part-time position if Ms. Smith later finds somebody interested in working full-time. She said she understood there'd have to be some plan as far as dollars in place. There was then discussion about the Tobacco Educator position being part-time and a new pilot program called the Universal Home Visiting Program. Vote: Unanimous approval.

Interview Team for the Community Development Director Position

Karmen Carlson, Human Resources Director

Ms. Carlson explained Administrator Darrell Green recommended the team consist of Chair Doherty, Public Works Director Matt Scrivner, Mr. Green and herself. Discussion took place on adding another person outside the County from the business or economic development arena.

Commissioner Lindsay moved to create the interview team for the Community Development Director as being Chair Doherty, Mr. Scrivner, Mr. Green, Ms. Carlson and a representative from a regional organization such as Business Oregon or Regional Solutions. Commissioner Russell seconded and offered a friendly amendment. He said the person will be at the discretion of Chair Doherty. Unanimous approval.

Award Bid & Review Contract – Steve Lindley Contracting, Inc., Road Work Associated with the Wheatridge/NextEra Wind Project

Matt Scrivner, Public Works Director

Mr. Scrivner explained NextEra Energy entered into a Road Use and Maintenance Agreement with the County on October 2, 2019 with one exhibit document pending (Exhibit C, Road Improvements) while the County took care of the required bid process. Public Works, Anderson Perry and Associates, DK Consulting and NextEra have each reviewed the needed improvements and bid process, he said. The recommendation from Public Works and Anderson Perry and Associates was to award the road work contract to Steve Lindley Contracting, Inc., said Mr. Scrivner. It was also noted NextEra is paying for the road work, which includes a 10% Administration Fee to the County. The "admin fee" cover costs incurred by the County for its

personnel to be responsible for various aspects of the project from generating documents and contracts to overseeing the road work done by the contractor, etc.

Commissioner Russell moved to approve the contract for the NextEra road improvement project to Steve Lindley Contracting, Inc., in the amount of \$437,200, pending no changes or protests, and authorize the Public Works Director to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Lexington Airport Projects Funding Discussion – Seal Coat of Pavement & Runway End Identifier Lights (REIL) Installation

Matt Scrivner, Public Works Director

Sandi Pointer, Public Works Management Assistant

Tom Headley, Century West Engineering

Greg Reince, Century West Engineering

Mr. Scrivner explained the County planned for airport improvements using Federal Aviation Administration grant funds in 2020, 2023 and 2025. In working with the FAA on previous airport projects, the County was allowed to use its own labor and equipment toward the required 10% matching funds for the grant. However, he said he was just informed the FAA will no longer allow the County to do this. Century West, as the County's contracted engineering firm for airport-related projects, estimated the 2020 Seal Coat and REIL Installation Project at \$1,017,283.

Mr. Headley and Mr. Reince talked about their association with Morrow County on various airport projects in Lexington. They recommended the County postpone the project to the 2021 construction season but still open bids on April 1, 2020. This would allow the County a year to adjust its budget for the match funds. They also suggested a letter be written to the FAA acknowledging the agency's concerns but asking to explore using the labor and equipment match in the future. After discussion, the Board agreed with their recommendations.

Break: 10:17-10:25 a.m.

Department Reports

Road Report

Mr. Scrivner reviewed the Road Report for November.

Correspondence

- Letter from County resident Bill Jepsen, who is a pilot and rents hangar space at the Lexington Airport. He stated he believed the Lexington Airport has potential and encouraged the Board to approve building more hangar space there.
- Notice of a Regional Solutions Open House on December 12th.

Commissioner Reports

- Commissioner Russell discussed the Association of Oregon Counties Annual Conference last week in Eugene. He also mentioned interviews held the previous day at the Port of Morrow for its economic analysis report that is compiled every five years. All three Commissioners were interviewed and discussed their responses. Commissioner Russell

provided an update on the car crushing event planned in 2020 to help deal with abandoned vehicles in the County.

- Commissioner Lindsay reported on the Local Public Safety Coordinating Council meeting and activities. She also discussed some of the meetings at the AOC Annual Conference, in particular one on HR policies. She asked Ms. Carlson to make sure Morrow County has the necessary policies in place.
- Chair Doherty reported on the AOC annual conference, as well. He noted he was elected president, and as such, the legislative retreat in June will be held in Morrow County.

Community Renewable Energy Association Commissioner Representatives

Chair Doherty moved to maintain Commissioner Russell as the CREA representative and Commissioner Lindsay as the alternate. Commissioner Lindsay seconded. Unanimous approval.

Signing of documents

Adjourned: 11:20 a.m.