

Morrow County Board of Commissioners Meeting Minutes
June 12, 2019
Irrigon Branch of the Oregon Trail Library District, Community Room
Irrigon, Oregon

Present

Chair Jim Doherty

Commissioner Melissa Lindsay

Commissioner Don Russell

Darrell J. Green, Administrator

Kate Knop, Finance Director

Richard Tovey, County Counsel

Roberta Lutcher, Executive Assistant

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

City & Citizen Comments: Planning Director Carla McLane introduced the new Building Official, Glenn McIntire, and Boardman City Manager Karen Pettigrew. Ms. Pettigrew explained the County contracts with Boardman for Building Official services such as inspections and plan reviews. Mr. McIntire said he was glad to be in the County, discussed his background and said after he obtains a few certifications, all inspections will be in-house, with the exception of electrical. He then talked about finding housing, so the Commissioners touted the housing incentive programs offered by the communities in the County. Chair Doherty discussed the need for cooperation between the County, the City of Boardman and the Port of Morrow. He encouraged Mr. McIntire to interact frequently with the County's Planning and Public Works Departments. Mr. McIntire agreed it's important to keep projects moving forward and not be a road block.

Open Agenda: No items

Consent Calendar

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

- 1. Accounts Payable, June 13th, \$261,107.54; Retirement Taxes, June 3rd, \$20,563.41.*
- 2. Oregon Department of Transportation Rail & Public Transit Division Grant Agreement #33496, effective July 1, 2019 or when fully executed (does not stipulate an expiration date), not-to-exceed amount \$135,400.*
- 3. Application for Tax Refund, Surviving Spouse of Veteran, Yvette Aune, Tax Year 2018-19, \$317.78.*
- 4. Ninth Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement #153133 for the Financing of Mental Health, Substance Use Disorders and Problem Gambling Services; increase of \$26,331.43 for services delivered to individuals at Lakeview Heights from February 21-June 30, 2019.*
- 5. Final signature to take place June 19th on the agreement from Hill International for Project Management and Owner's Representative Services associated with progressive design-build procurement, contract award, design and construction of the new County facility in Irrigon; not-to-exceed amount \$165,000.*

6. *Department of Justice, Cooperative Agreement #19301, Child Support Services; effective when fully executed, expires on the earlier of the date of last payment or August 1, 2023; and authorize Chair Doherty to sign on behalf of the County.*
7. *Morrow County Planning Commission Bylaws - repealing the bylaws adopted August 22, 2007.*
8. *Application for Necessity to Build on Right-of-Way #OOJ from Umatilla Electric Cooperative – Olson Road 0.57 miles from the intersection with Wilson Lane and authorize the Public Works Director to sign on behalf of the County.*

Commissioner Lindsay seconded. Unanimous approval.

Legislative Updates

Status update discussions took place on several pieces of legislation, including:

- House Bill 2329, which would increase the size of projects that can be sited at the county-level. Ms. McLane said it is moving out of the Ways & Means Subcommittee to the full Ways & Means Committee.
- HB 2020, Cap and Trade, Chair Doherty said it went through the subcommittee yesterday with the senators not agreeing with the amendments that would slow down the process to allow additional review. It was sent back to the full Ways & Means Committee, he added.

Business Items

Irrigon Building Update

Darrell Green, Administrator

Mr. Green said the kick-off meeting with consultant, Robynne Thaxton Parkinson, and the Owner's Representative, Hill International, will take place June 20th. Ms. Parkinson will send information for the Commissioners to review prior to that meeting. Mr. Green said the evaluation committee will be responsible for selecting the Progressive Design-Build contractor and currently includes himself, Mark Patton, Port of Morrow Chief Operations Officer, and a representative from Hill International. Two positions were yet to be determined, he said, the Commissioner representative, and the stakeholder or staff member. It was agreed Commissioner Russell would serve on the evaluation committee and the last member would be determined at the June 19th BOC Meeting.

Update on Bid Process for Bartholomew Building Lower Level Remodel

Mr. Green said after twice issuing a Request for Proposals, one response was received but it was above the anticipated cost of the project. After researching options, Mr. Green said he would see if the contractor's bid can be brought closer to the expected range, without changing the scope of work. The Commissioners agreed by consensus to this option with the understanding another Request for Proposals might be necessary.

Lease Agreement, Stokes Landing Senior Center – Parking Space for The Loop Vehicles

Anita Pranger, Coordinator, The Loop

The Loop parks a bus and a van at the Stokes Landing Senior Center garage in Irrigon. The new agreement is for \$75 per vehicle per month.

Commissioner Russell moved to approve the Lease Agreement, Stokes Landing Senior Center Parking Space, effective July 1, 2019 until June 30, 2025; \$150 per month. Commissioner Lindsay seconded. Discussion: Commissioner Russell said as planning continues for the new building in Irrigon, perhaps this is an opportunity to look at space to store County vehicles on County property; Commissioner Lindsay agreed. Vote: Unanimous approval.

Request for Proposals for Financial and Compliance Audit Services

Kate Knop, Finance Director

Ms. Knop reviewed the RFP process undertaken to find an audit firm for fiscal years ending June 30, 2019 through June 30, 2021. The firm that completed the County's audit in recent years was the only respondent, Barnett & Moro, P.C. Ms. Knop recommended they be awarded the bid.

Discussion.

Commissioner Russell moved to award the bid for Financial and Compliance Audit Services to Barnett & Moro, P.C., for fiscal years ending June 30, 2019, 2020 and 2021, total amount \$107,100. Commissioner Lindsay seconded. Unanimous approval.

Purchase Pre-Authorization Request, Two Slide-In Tanks for Polaris Rangers

Matt Scrivner, Public Works Director

Mr. Scrivner reviewed the three quotes received for slide-in tanks for the Polaris Rangers for firefighting capabilities at the Parks.

Commissioner Russell moved to approve the purchase of two Firelite Compact Wildfire Utility Vehicle Skid Units from Kimtek Corporation, total amount \$14,270, and authorize Chair Doherty to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Eastern Oregon Workforce Board (EOWB) Discussion

Commissioner Lindsay explained the Umatilla County Board of Commissioners has been dissatisfied with the EOWB and plans to leave that organization to form its own Workforce Development Area. She said Umatilla County's Chair George Murdock asked if Morrow County would like to join in their application and form a new two-county Workforce Development Area.

After discussion, the Commissioners decided it would be more advantageous for Morrow County to join Umatilla County in requesting a separate Workforce Development Area.

Commissioner Russell moved to support Umatilla County's efforts to form a Local Workforce Development Area with Morrow County, and fill out the appropriate application once the final

documents are reviewed at an upcoming BOC Meeting. Commissioner Lindsay seconded. Unanimous approval.

Department Director Purchasing & Contracting Authority Recommendation by Work Group
Darrell Green, Administrator

At the June 5th BOC Meeting, a Work Group was appointed to review the current approval process for contracts, agreements and purchases and forward its recommendations. Work Group member Justin Nelson was unable to attend the BOC Meeting, but his Agenda Coversheet summarizing the recommendations was reviewed by Mr. Green. He stated the Work Group's two options are for items already budgeted, and would not require a budget resolution.

Commissioner Russell moved to approve a streamlined process when a bid for an individual purchase or service has been accepted: At the same BOC meeting where the bid is accepted, the contract may also be signed and any necessary budget resolutions can take place. Commissioner Lindsay seconded. Unanimous approval.

Commissioner Russell moved to approve Option 2 ("Department purchases of \$0-\$9,999.99 can be approved by the Department Head. Purchases between \$10,000.00 to \$29,999.99 can be approved by County Administrator of (sic) Board of Commissioners. Purchases in excess of \$30,000 will need approval by Board of Commissioners.") allowing Department Heads to spend up to \$29,999.99 to be approved by the County Administrator, further noting a review of the new process will take place in six months. Commissioner Lindsay seconded. Chair Doherty restated the motion is to move forward with Option 2 as presented and there are a few caveats about who signs-off and it will be revisited in six months. Discussion. Vote: Unanimous approval.

Department Reports

Planning Department Monthly Report

Carla McLane, Planning Director

The following were some of the items in Ms. McLane's report:

- Buildable Lands Inventory and Housing Analysis – anticipate potential adoption by the Board sometime in August.
- Community Wildfire Protection Plan – Ms. McLane asked what kind of review process was preferred by the Board as it will likely be to them for potential adoption later this summer, as well. Commissioner Lindsay requested this be discussed again at the June 26th meeting.
- Onsite Wastewater Treatment Program – Ms. McLane provided the first report of activity since Umatilla County and Morrow County partnered to offer that program, which was previously a function of the Department of Environmental Quality.
- Meeting with the Navy – The Board proposed an in-person meeting take place Tuesday, September 17th.
- Progress report on continued meetings with the Port of Morrow and City of Boardman on the Interchange Area Management Plan.

Correspondence

- Oregon Department of Energy notice of public hearings in eastern Oregon regarding the proposed Boardman to Hemingway Transmission Line.

Commissioner Reports

- Commissioner Lindsay said a meeting some months ago that brought together south County residents, the Sheriff's Office, and representatives from other departments and entities had several tangible results. They included the formation of a Neighborhood Watch Committee, a Community Pride Committee, and funding was created to allow free admission for youth one day a week at the pools in Ione and Heppner.
- Commissioner Russell attended legislative meetings held by the Association of Oregon Counties in Salem and also testified on behalf of HB 2329 (see Legislative Updates). Commissioner Russell said he attended the annual Youth Fishing Derby held at Cutsforth Park with his grandchildren from the Portland metro area. He said it was well attended with multiple generations of families enjoying the event. Oregon Department of Fish & Wildlife stocked the pond, including 55 large trout, for the kids to catch.

Break: 11:45-11:54 a.m.

11:54 a.m.: Executive Session – Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

12:19 p.m.: Closed Executive Session - No decisions

12:20 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

Chair Doherty asked if there would be anything further, such as a motion, relative to potentially amending the Road Use Agreement at Olson Road and Wilson Lane with Vadata.

Commissioner Russell moved to keep the team that's already in-place for road negotiations and have them move forward with modifying the contract to cover unforeseen items that have arisen. If not, he said, we do have a contract in place that will. Commissioner Lindsay seconded. Unanimous approval.

Signing of documents

Adjourned: 1:00 p.m.