

**Morrow County Board of Commissioners Meeting Minutes**  
**October 30, 2019**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present**

Chair Jim Doherty

Commissioner Melissa Lindsay

Commissioner Don Russell

Darrell J. Green, Administrator

Justin Nelson, County Counsel

Karmen Carlson, Human Resources Director

Roberta Lutcher, Executive Assistant

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

**City & Citizen Comments:** None

**Open Agenda:** No Items

**Consent Calendar**

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

1. *Accounts Payable, October 31<sup>st</sup>, \$297,861.91*
2. *Oregon Health Authority Intergovernmental Agreement #159210, Tort Liability Coverage as a Provider for Psychiatric Security Review Board, effective when fully executed, expires on June 30, 2021 or when the 2019-2021 Financial Assistance Agreement is terminated, whichever occurs earlier; and authorize Chair Doherty to sign on behalf of the County*
3. *Form Amendment to County Contract with Community Counseling Solutions, Inc., (Private Community Provider for Psychiatric Security Review Board Services), Third Party Agreement; effective when fully executed and shall expire on June 30, 2021; and authorize Chair Doherty to sign on behalf of the County.*

*Commissioner Russell seconded. Unanimous approval.*

**Business Items**

Fair Board Appointment Requests

Ann Jones, Fair Secretary

Ms. Jones discussed the request to appoint four members to the Fair Board, saying they were due to resignations and members moving out-of-County.

*Commissioner Lindsay moved to appoint the following members to the Morrow County Fair Board; all terms being October 30, 2019 through December 31, 2021:*

1. *Dawn Eynetich, Ione*
2. *Ashley Strzelewics, Ione*
3. *Sarah Smith, Heppner*
4. *Shelby Krebs, Irrigon*

*Commissioner Russell seconded. Unanimous approval.*

### Investment Policy

Gayle Gutierrez, Treasurer

Ms. Gutierrez said the requested changes were made and she asked the Board to approve the policy.

*Commissioner Russell moved to approve the Morrow County Investment Policy (policy and amendments to be reviewed annually by the Board of Commissioners). Commissioner Lindsay seconded. Unanimous approval.*

### Review & Approve Community Development Director Job Description

Darrell Green, Administrator

Mr. Green said he's been working with Human Resources Director, Karmen Carlson, to develop this job description since late September or early October, as a way to bring efficiencies and centralization to the departments considered to be economic drivers. Those include the Planning Department, The Loop, and the Morrow County Fair. Since Planning Director, Carla McLane, recently announced her retirement, he said that position will be replaced with either a Senior Planner position or a Planning Manager position.

Commissioner Lindsay brought up her past hesitation to increase staff levels but said the end goal of the Community Development Director (CDD) position is to improve the County's organizational chart and to be more efficient.

Discussion took place about the Code Enforcement responsibilities listed in the Position Overview. It was decided to not list it as something over which the CDD has "direct supervision" but instead to list it as something "this position may work on an organizational basis..."

*Commissioner Russell moved to approve the Community Development Director job description with the minor change to Code Enforcement discussed, and to approve the salary scale (\$147,481 including salary, benefits, material & services, and capital expenses). After the job description has been updated to incorporate the changes, it can be brought back on next week's Consent Calendar. Commissioner Lindsay asked if this will delay the timeline for advertising; Mr. Green said it would. Commissioner Russell withdrew his motion.*

*Commissioner Russell moved to approve the Community Development Director job description and salary scale with the minor change to Code Enforcement, as discussed. Commissioner Lindsay seconded. Unanimous approval.*

### Irrigon Building Update

Darrell Green, Administrator

Mr. Green said the Request for Proposals from the four Design-Build teams were due Friday, November 1<sup>st</sup> at 1:00 p.m. Interviews of the same four teams will take place November 7<sup>th</sup> and

8<sup>th</sup>. The intent to award will be announced on November 20<sup>th</sup>, followed by the notice to proceed in mid-December, he said.

#### Association of Oregon Counties Annual Conference Plans

Plans were finalized for items to take to the County Product Tasting event and calendars were compared for other conference agenda items.

### **Department Reports**

#### Clerk's Quarterly Report

Bobbi Childers, Clerk

Ms. Childers reviewed her report. She then talked about the limited time (six months) a county can issue a death certificate before the State turns that function over to a third party vendor. The fee the Clerk's Office charges, if within six months, is \$25. When it's turned over to the third party vendor, the charge goes up to \$38 for a document created by the county, she explained. She said she wanted to make the Commissioners aware of this in case they had the opportunity to speak to the appropriate people. She said she viewed the ability to provide records at the local level as a service to our citizens. Marriage licenses can permanently be obtained locally, she added.

#### Public Health Department Quarterly Report

Sheree Smith, Public Health Department Director

Ms. Smith reviewed her report. She also thanked the Board for creating the Staff Account position, saying Deanne Irving has been very helpful to her department, as has Finance Director, Kate Knop. Ms. Smith noted on October 25<sup>th</sup> the Blue Green Algae Advisory was lifted at Willow Creek.

Commissioner Lindsay asked if Public Health tracks the number of people served at each location.

Ms. Smith said some statistics are gathered for specific purposes, but not overall numbers for every single day.

### **Correspondence**

- Regional Solutions Weekly Report for October 23, 2019 (highlights from the Governor's Regional Solutions Coordinators for the 11 teams across Oregon)

### **Commissioner Reports**

- Commissioner Lindsay attended a meeting in La Grande on the Oregon Water Vision 100-Year Plan that included people who share the local LUBGWMA (Lower Umatilla Basin Groundwater Management Area) and the Critical Groundwater Area. It was attended by regional representatives from counties, cities, tribes, the state and the Forest Service. The group acknowledged the importance of collaboration and data sharing, she said.

- Commissioner Russell attended a Green Energy Corridor meeting, which he described as a rules advisory committee with the Department of Land Conservation and Development as the primary agency. He talked about the other participating organizations and said the group is working to write rules for Morrow and Umatilla Counties to be the pilot project area for a Green Energy corridor. The idea is to not have power lines “spaghetti” in an unorganized fashion, but to have them located in a central area. Commissioner Russell said he attended last night’s Planning Commission meeting where the process for a zone change application was slowed down by something as minor as someone who might or might not want to comment being on vacation. He also said the most recent Solid Waste Advisory Committee (SWAC) meeting lacked a quorum and could not act on a rate increase request. He said the County needs to have a way to accommodate requests instead of delaying them, which can add months to a process. He suggested one option might be for a committee to forward a request to the Board of Commissioners without a recommendation. Justin Nelson, County Counsel, said the Planning Commission follows guidelines set forth in statute, and additional meetings (twice a month) might be the solution but it might be difficult with an all-volunteer commission. Regarding SWAC, the Commissioners discussed a few ideas and asked Commissioner Russell to meet with Public Works staff to reevaluate the way committee membership is structured.

### **Miscellaneous**

Last week, Clint Carlson brought by some Morrow County lapel pins that belonged to his late father, former Judge Louis Carlson. The Commissioners appreciated the gesture and conveyed stories of Judge Carlson and his importance to this County.

### **Signing of documents**

**Adjourned:** 11:15 a.m.