

**Morrow County Board of Commissioners Meeting Minutes
December 18, 2019
Port of Morrow Riverfront Center, Port Commission Room
Boardman, Oregon**

Present

Chair Jim Doherty

Commissioner Melissa Lindsay

Commission Don Russell

Darrell J. Green, Administrator

Kate Knop, Finance Director

Richard Tovey, County Counsel

Roberta Lutcher, Executive Assistant

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

City & Citizen Comments: None

Open Agenda: No items

Consent Calendar: Commissioner Lindsay requested to remove the Accounts Payable to Business Items.

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

1. *Purchase of Real Property Agreement with Stiffler, LLC. Property identified as 0.01 acres (535.4 square feet) of property on Tax Lot 4N25E15-500, Morrow County, Oregon. Purchase price \$55.80 and County will relocate existing fencing and install a 10” utility sleeve when improvements are made to Wilson Lane and Olson Road as part of a planned project. Morrow County is acquiring the property to expand the right-of-way to provide a sweeping right-hand turn off Wilson Lane onto Olson Road.*
2. *2020 Holiday Schedule.*
3. *Reappoint Wolf Depredation Advisory Committee Members: Dean Robinson as a Wolf Conservation Representative; and Cam Sweeney as a Local Business Representative. Both terms to be January 1, 2020 through December 31, 2023.*
4. *Reappoint Special Transportation Fund Advisory Committee Members: Virginia “George” Nairns, Karen Pettigrew and Mike Jones. Terms to be January 1, 2020 through December 31, 2022*
5. *Reappoint Statewide Transportation Improvement Fund Advisory Committee Member: Karen Pettigrew; term to be January 1, 2020 through December 31, 2022.*
6. *Permit Applications #OPB and #OPC from CenturyLink – telephone lines on Tower Road and Kunze Lane.*
7. *Amendment 1 to 2019-2021 Oregon Health Authority Intergovernmental Agreement (IGA) #159175 for the Financing of Mental Health, Addiction Treatment & Recovery, and Problem Gambling Services; and authorize Chair Doherty to sign on behalf of the County.*

Commissioner Russell seconded. Unanimous approval.

Business Items

Accounts Payable

A jacket purchase at Morrow County Grain Growers was discussed, as well as previous purchases that don't adhere to the definition of a uniform. It was decided to approve this particular purchase but to schedule a larger discussion in the new year.

Commissioner Lindsay moved to approve the Accounts Payable dated December 19th, \$206,463.77, and three Payroll Payables – November 26th, \$193,950.40, December 4th, \$186,516.65 & \$3,250. Commissioner Russell seconded. Unanimous approval.

2019-2021 Oregon Department of Education (ODE), Youth Development Division IGA #12392, Juvenile Crime Prevention Funds, \$60,000

Christy Kenny, Juvenile Department Director

Tim Hanforth, Made to Thrive Program

These funds are to be used to help reduce recidivism and to prevent youth from entering the juvenile justice system. Most of the funding would go to the Made to Thrive program, a non-profit organization that serves at-risk and vulnerable youth in a positive environment through extracurricular activities such as sports, music, dance and art. Made to Thrive has been serving a small number of Morrow County youth for several years and this funding will allow them to fully expand and serve more youth in the County. Various discussions.

Commissioner Russell moved to approve the 2019-2021 ODE IGA #12392, effective July 1, 2019 to June 30, 2021; amount \$60,000; and authorize Chair Doherty to sign on behalf of the County. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay requested updates be provided to either this Board or the Local Public Safety Security Coordinating Council before the first year expires. Unanimous approval.

Request to Purchase Patagonia Electronic Health Records

Sheree Smith, Public Health Department Director

Vickie Turrell, Public Health Office Manager

Ms. Smith explained the Department has been exploring options for Electronic Health Record (EHR) system providers in order to enhance the capability of client medical records, improve immunization services, streamline billing and decrease staff duplication of work. During the discussion, it was decided grant funding will be pursued that could also help with the purchase of optional equipment, such as a barcode scanner.

Commissioner Lindsay moved to approve the Patagonia Health Sales Agreement, based on the amount of \$41,510 and the stipulation that additional grant funds will be sought; and authorize the Administrator to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Vehicle Purchase Authorization

Sheriff Ken Matlack

Undersheriff John Bowles

The Sheriff's Office purchased seven vehicles, two of which were necessary due to vehicle crashes and the others were scheduled rotations. Current policy allows purchases between \$10,000-\$30,000, if previously budgeted, to be approved by the Administrator; above that amount, such a purchase would require BOC approval. The issue being discussed was whether

the Sheriff's Office needs to seek BOC approval because the equipment add-ons bring the total to the level that requires BOC approval. The vehicles, with the exception of two, are under the \$30,000 threshold, but when equipment such as cages, radios and modems, are added, it brings the total purchase amount to \$40,000-45,000. Chair Doherty and Commissioner Russell expressed their preference that the base cost of the vehicle be the determining factor when BOC approval is necessary.

Commissioner Russell moved to approve the purchase of the following vehicles:

- 1. 2020 Dodge Durango, \$32,172.91 (vehicle rotation, will be the K-9 vehicle, outfitting has begun)*
- 2. 2019 Dodge Charger, \$24,776.27 (replacement vehicle, outfitting will begin)*
- 3. 2019 Dodge Ram 2500, \$29,776.27 (vehicle rotation, outfitting will begin). This vehicle will be reimbursed by the City of Irrigon and turned over to them in 2022-2023.*
- 4. 2020 Dodge Durango, \$32,139 (Parole & Probation vehicle)*
- 5. 2019 Dodge Ram 1500, \$28,765.11 (vehicle rotation)*
- 6. 2019 Dodge Ram 1500 \$27,974.28 (vehicle rotation)*
- 7. 2019 Dodge Charger, \$24,642.60 (vehicle rotation)*

Commissioner Lindsay seconded. Discussion: Commissioner Lindsay said we need to reconsider how often vehicles are replaced, given the amount to equip the vehicles. Sheriff Matlack said he was not opposed to looking at a longer use. Undersheriff Bowles said five years are too long but four are "doable." Vote: Unanimous approval.

Airport Advisory Committee Bylaws, Resolution No. R-2019-26, and Appointments

Sandi Pointer, Public Works Management Assistant

Ms. Pointer explained the members were previously appointed, but the term dates need to be updated and approved. In addition, the request includes the new appointment of an alternate.

Commissioner Lindsay moved to appoint Bill Jepsen as the Alternate to the Tenant/Pilot Representative position, term date to be January 1, 2020 – December 31, 2021. Commissioner Russell seconded. Unanimous approval.

Commissioner Russell moved to approve the Bylaws of the Morrow County Lexington Airport Advisory Committee. Commissioner Lindsay seconded. Unanimous approval.

Commissioner Russell moved to adopt the Bylaws by Resolution No. R-2019-26: In the Matter of Approving Bylaws of the Morrow County Lexington Airport Advisory Committee. Commissioner Lindsay seconded. Unanimous approval.

Commissioner Lindsay moved to establish the following term dates for the Airport Advisory Committee:

- 1. January 1, 2020 – December 31, 2020 for John Bowles, Emergency Management Representative*
- 2. January 1, 2020 – December 31, 2020 for Steve Punttenney, Alternate to Emergency Management Representative*
- 3. January 1, 2020 - December 31, 2020 for Sheryll Bates, Economic Development Representative*

4. *January 1, 2020 – December 31, 2021 for Barbara VanArsdale, Tenant/Pilot Representative*
5. *January 1, 2020 – December 31, 2021 for Wayne Seitz, Member at Large Representative*
6. *January 1, 2020 – December 31, 2022 for John Boyer, Business User Representative*
7. *January 1, 2020 – December 31, 2022 for Sean Wood, Alternate to Business User Representative*
8. *January 1, 2020 – December 31, 2022 for Ragna TenEyck, Member at Large Representative*
9. *January 1, 2020 – December 31, 2022 for Tom Wolff, Alternate to Member at Large Representative*

Commissioner Russell seconded. Unanimous approval.

Solid Waste Advisory Committee Appointments

Sandi Pointer, Public Works Management Assistant

Commissioner Russell moved to approve the following appointments to the Solid Waste Advisory Committee:

1. *Jeffrey Loa, Position One – Finley Buttes Landfill, term to be December 18, 2019 – July 1, 2023*
2. *Brian Evola, Alternate to Position One – Finley Buttes Landfill, term to be December 18, 2019 – July 1, 2023*
3. *Mike Newett, Position Five – Franchise Collector, term to be December 18, 2019 – July 1, 2023*
4. *Ryan Miller, Position Six – County at Large, term to be December 18, 2019 – July 1, 2023*
5. *Sharon Miller, Alternate to Position Six – County at Large, term to be December 18, 2019 – July 1, 2023*
6. *Shelley Wight, Alternate to Position Seven – County at Large, term to be December 18, 2019 – July 1, 2023*

Commissioner Lindsay seconded. Unanimous approval.

Review Questionnaire – Office Fixed Assets & Office Machine Usage

Darrell Green, Administrator

Mr. Green said staff in both the Finance and Administration Offices have been looking at ways for the County to be more efficient in its processes regarding the multiple invoices, contracts and agreements associated with office machines. He cited some examples as copiers, printers and postage machines. The first step would be a survey to each department to determine existing equipment and if it meets current and future needs. He requested Board support of continued research to increase efficiencies and that the Commissioners encourage Department Directors to complete the survey.

Chair Doherty said elected officials can be encouraged to complete the survey, but appointed Department Directors certainly can be required.

Commissioner Lindsay said she hoped it would be a model for looking at other services, such as the water supplier and cell phone providers.

Mr. Green said the survey results would be provided to the Board at a later date.

Order No. OR-2019-16 – Adopting a Fee Schedule

Darrell Green, Administrator

Mr. Green noted the Fee Schedule will be updated semi-annually, going forward. He talked about some of the new fees and other changes.

Commissioner Russell requested that airport hangar rent fees be evaluated for the next update, and added he'd like to see market rate charged; Commissioner Lindsay agreed.

Commissioner Russell moved to approve the updated Morrow County Fee Schedule, effective January 1, 2020 and the accompanying Order No. OR-2019: In the Matter of Adopting a Fee Schedule for Morrow County; with the understanding hangar rents will be evaluated for the next update. Commissioner Lindsay seconded. Unanimous approval.

Break: 10:38-10:47 a.m.

Columbia River Enterprise Zone II Board Appointments

Discussion topics included:

- The upcoming expiration of the current enterprise zone on June 30, 2020 and possible options going forward.
- The pros and cons of Commissioners as Morrow County's representatives on the Board vs. two Commissioners and the Administrator.
- The substantial increase in tax abatement funds CREZ II will receive on agreements already negotiated for future projects.

Commissioner Russell moved to reappoint himself to the Columbia River Enterprise Zone II Board and Chair Doherty as the alternate; both terms to be January 1, 2020 – December 31, 2021. Commissioner Lindsay seconded. Unanimous approval.

2020 Commissioner Assignments to Committees & Boards

Following the discussion to determine assignments, there were a few questions related to the Columbia Development Authority (CDA):

1. Commissioner Lindsay asked if the original agreements with the counties and ports, give the CDA the authority to sign contracts, or would those have to come back to the entities. Commissioner Russell explained the CDA is working to get the property transferred to the CDA, where it will remain for seven years. After that, the titles will go to the counties or ports and not stay in the CDA. Chair Doherty said he wondered about an agreement from a few months ago that was presented to Morrow County after it had been signed by the CDA that sold some land in Morrow County. He asked if there was anything that precludes the CDA from doing that in the intervening seven years. Lisa Mittelsdorf, the Port's Economic Development Director, answered his question by saying no property can transfer in that seven years. Commissioner Russell provided a few details about the agreement Chair Doherty referenced. He said it involved property with a center pivot on it that is located outside the fence of the Army Depot that was portrayed

as being part of the sale between the two parties. The buyer, most likely, did not perform his due diligence because the property was owned by the Army Depot. We've entered into a lease with him to continue to farm it and he's leasing property he thought he purchased. The original lease was up and we re-leased it to him with the understanding the lease payments would go toward the purchase price. Chair Doherty commented the lease purchase can only go through after the seven years.

2. Discussion continued on Commissioner Russell remaining as the County's representative on the CDA for continuity purposes with the federal government's transfer process, which might occur in the spring of 2020.
3. Commissioner Lindsay said she was trying to understand the authority of the County's representative on the CDA and asked if it was unlimited. Commissioner Russell said he wouldn't say it was unlimited. He said he hasn't been so much concerned about the plans for the Umatilla County side of the line as the Morrow County side. There is an infrastructure subcommittee that is dealing with infrastructure on the Umatilla County side, but the plans for each county are decided by the respective counties. Commissioner Russell said eventually the Port of Morrow will fill our side up with industrial development and the Umatilla County side will ask Ryan Neal and his team, or his predecessor, to help them build their side.

Chair Doherty discussed the Association of Oregon Counties' Federal Land Management Subcommittee. After a brief discussion, it was agreed Chair Doherty would continue to represent the County on that subcommittee.

Commissioner Reports were provided.

11:44 a.m. Executive Session: Pursuant to ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations

12:02 p.m. Closed Executive Session

Signing of documents

Since this was the final meeting of the year, Chair Doherty took the opportunity to talk about the past year as Chair of the Board of Commissioners. He said while growing up, he never thought he'd wind up as a Commissioner, let alone also serving as President of AOC. He said it felt surreal at times and has been so humbling. At the end of the day, he said he hoped he was not a politician but some form of a statesman. He thanked his fellow Commissioners for the opportunity to do this and said he hoped he had been judicious in his role as Chair.