

**Morrow County Board of Commissioners Meeting Minutes**  
**March 4, 2020**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present**

Chair Melissa Lindsay

Commissioner Don Russell

Darrell J. Green, Administrator

Karmen Carlson, Human Resources Director

Justin Nelson, County Counsel

Roberta Lutchter, Executive Assistant

**Excused**

Commissioner Jim Doherty

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

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

The Weed Control District Scope of Work Agreement was postponed.

*Commissioner Russell moved to approve the remaining items in the Consent Calendar:*

1. *Accounts Payable, March 5<sup>th</sup>, \$55,394.46; Retirement Taxes, February 29<sup>th</sup>, \$3,538.82*
2. *Minutes: January 2<sup>nd</sup> & 8<sup>th</sup>*
3. *Request to use Public Works Capital Outlay Budget appropriations to complete the Lexington Sand Shed in place of the Boardman Public Works facility (estimate for Lexington Sand Shed - \$307,000)*
4. *Point & Pay, LLC E-Payment Services Agreement for credit card payments in the Assessor's Office; effective when all parties sign (March 4, 2020) and will end on the third anniversary of the effective date (agreement will automatically renew); and authorize Chair Lindsay to sign on behalf of the County*
5. *Amendment to School Based Health Center Agreement between the Public Health Department and Community Counseling Solutions*
6. *Contract between Morrow County and Community Counseling Solutions, Inc. to provide Community Developmental Disabilities Services; effective July 1, 2019 – June 30, 2021*

*Chair Lindsay seconded. Unanimous approval.*

**Business Items**

Public Health Department Update on the Coronavirus

Sheree Smith, Public Health Director

Shelley Wight, Communicable Disease/Emergency Preparedness Coordinator

Some of the topics discussed were:

- Working to identify supply needs and establish guidance with local partners if/when cases are confirmed in Morrow County.
- The Public Health Department has been contacted by many businesses in the County about what they can and cannot require of employees. Ms. Wight said she has been disseminating information through the chambers of commerce, social media, press releases and the County website. She also refers inquiries to the Oregon Health Authority website because it is updated frequently.

- Several hand-outs were discussed, including what people need to know about the COVID-19 testing process.
- Two things were stressed: the importance of staying home if sick, and the importance of frequent hand-washing with soap and water (hand sanitizer is a good back-up option).

Gilliam County Town Hall Meetings with Oregon Department of Energy and Waste Management, Inc., on the disposal of radioactive materials at the Arlington Landfill

Commissioner Russell will attend the Gilliam County Court's Town Hall in Condon at 1:00 p.m., and Chair Lindsay will attend the 5:30 p.m. session in Arlington.

Wheatridge Project Construction and Housing

A preliminary discussion was held about a process to allow temporary RV housing for workers coming in for the wind tower projects. Chair Lindsay said the message she will continue to relay is the County will entertain ideas from landowners, but at this point, that hasn't happened yet. She also said she will continue to refer inquiries to the Planning Department.

CIS Conference Update

Karmen Carlson, Human Resources Director

Ms. Carlson discussed last week's conference, also attended by Ronda Fox, Finance Management Assistant. Ms. Carlson talked about her efforts to update the County's personnel handbook. She will use a template provided by CIS and hoped to complete it by the end of the fiscal year. Ms. Carlson also reported that insurance rates were anticipated to remain the same.

Legislative Updates

None provided.

Irrigon Building Update

Darrell Green, Administrator

Mr. Green said the first of what will be weekly meetings with the contractor and architect will take place tomorrow. He said he met with representatives from Fortis Construction last week and everyone is now on the same page. It was agreed to put the corporate activity tax issue aside and possibly look at an owner's allowance, if and when, there is some clarity on how the tax works.

**Department Reports**

Administrator's Monthly Report

Mr. Green reviewed his report.

Sheriff's Office Monthly Report

Administrative Lieutenant Melissa Ross reviewed her report. She noted juvenile complaints had increased, and after consulting with others, she surmised it was directly related to the nicer weather.

Treasurer's Monthly Report

The report from Gayle Gutierrez was reviewed. Mr. Green noted she was attending a government accounting conference.

## **Correspondence**

- Job vacancy announcement for an Employer Assistance & Apprenticeship Coordinator with the Bureau of Labor and Industries. Position is for registered apprenticeship programs and employers east of the Cascades.

## **Commissioner Reports**

- Commissioner Russell met with Justice of the Peace, Glen Diehl, about code enforcement. He also attended a meeting in Redmond.
- Chair Lindsay attended last Friday's CAPECO meeting where she learned more than \$350,000 has been donated for flood relief. At last night's Cultural Coalition meeting, \$8,000 was distributed in grant funds to different organizations for art, music, etc. She said that group meets once per year and needs more members.

**Break:** 10:16-10:22 a.m.

**10:22 a.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

**10:34 a.m. Closed Executive Session**

**10:34 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

**11:24 a.m. Closed Executive Session**

**Signing of documents**

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