

**Morrow County Board of Commissioners Meeting Minutes**  
**September 2, 2020**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Melissa Lindsay, Commissioner Don Russell, Commissioner Jim Doherty, Darrell J. Green, John A. Bowles, Kristen Bowles, Roberta Lutchter

**Present Via Zoom**

Staff: Stephanie Case, Bobbi Childers, Tony Clement, Glen Diehl, Gayle Gutierrez, Diane Kilkenny, Kate Knop, Ian Murray, Public Works staff, Linda Skendzel, Gregg Zody; Non-Staff: Sheryll Bates, Becky Blankenship, Kalie Davis, Robert Echenrode, Torrie Griggs, Leah Harris, Lisa Mittelsdorf, Karen Pettigrew, Lori Roach, David Sykes, Sandy, Toms, Brandy Warburton

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

**City & Citizen Comments:** Following last week's conversation about activity by the assistance centers in the County, Clerk Bobbi Childers said she sent a letter to the Commissioners showing statistics related to the Irrigon-Boardman Emergency Assistance Center. Chair Lindsay thanked Ms. Childers and said the letter would be in next week's Agenda Packet under Correspondence.

**Open Agenda:** Commissioner Russell asked to add a request from the City of Irrigon regarding the parking lot for the proposed Administrative Building there.

**Consent Calendar**

Chair Lindsay removed the Accounts Payable (APs) from the Consent Calendar.

*Commissioner Russell moved to approve the following items in the Consent Calendar, removing the APs to Business Items:*

- 1. Three Payroll Payables dated September 2<sup>nd</sup> – \$175,652.01; \$3,000; and Employee Final, \$6,182.29*
- 2. Minutes: August 12<sup>th</sup>*
- 3. Oregon Liquor Control Commission, Liquor License Application, Marker 40 Golf Club/Port of Morrow*

*Commissioner Doherty seconded. Unanimous approval.*

**Business Items**

Accounts Payable

Chair Lindsay inquired about the \$1,995 invoice from the Morrow County Health District for COVID-19 items. She asked to delay payment for one week until she could meet with MCHD Chief Executive Officer, Bob Houser, to better understand the situation.

*Commissioner Russell moved to withhold the \$1,995 payment to MCHD, to be brought forward next week, and approve the remaining APs dated September 3<sup>rd</sup> in the amount of \$81,135.19. Commissioner Doherty seconded. Unanimous approval.*

City of Irrigon Request

Commissioner Russell explained the City of Irrigon owns a small strip of property that will be in the middle of the County's parking lot for the new building. He attended last night's City of Irrigon Planning Commission Meeting and learned the property was deeded from the County to the City in the 1970s for a dedicated alleyway, but the City didn't dedicate it as such. He said City Manager, Aaron Palmquist, suggested the best course of action would be a formal request from the County to deed the property back to the County.

*Commissioner Russell moved to have staff draft an official request to the City of Irrigon to transfer the property back to the County. Discussion. Chair Lindsay suggested tabling the motion and discussion until next week.*

*Commissioner Doherty moved to have staff work on the request and bring it to next week's agenda. Chair Lindsay seconded to table Commissioner Russell's motion and bring this back in more detail next week. Unanimous approval.*

Contract with Morrow County Health District – School Based Health Center 2020-2023

Diane Kilkenny, Interim Public Health Director

Ms. Kilkenny said the contract allows the Public Health Department to continue to provide physical health services at the School Based Health Center in Ione. The County receives the funds from the State as part of the 2019-2021 Oregon Health Authority Intergovernmental Agreement #159824 for the Financing of Public Health Services, and then passes them through to the Health District. The contract includes a 10% administration fee for the County, which Chair Lindsay said she supported in this particular case.

*Commissioner Doherty moved to approve the Contract Between Morrow County and Morrow County Health District, 2020-2023; effective July 1, 2020 and shall expire on June 30, 2023. Commissioner Russell seconded. Unanimous approval.*

Sheriff's Office Purchase Pre-Authorization Request – Fourth Radio Console

Undersheriff John Bowles

Communications Lieutenant Kristen Bowles

Undersheriff Bowles and Lt. Bowles presented the request and responded to questions.

*Commissioner Russell moved to approve the purchase of the communication console from Racom in the amount of \$19,329.40. Commissioner Doherty seconded. Unanimous approval.*

Irrigon Building Update/Guaranteed Maximum Price (GMP)

Darrell Green, Administrator

Becky Blankenship, Hill International (Owner's Representative for the County)

Mr. Green explained Fortis Construction's Administration Building, Phase 2 GMP Proposal was \$6,800,000 for a 13,262 square foot facility. He talked about items in the Value Engineering (VE) Log that were removed but could be added back in, if the Board opted to do so. Several times throughout the discussion, Ms. Blankenship stressed the increased cost associated with adding a VE Log item later versus now. Discussions took place on the building size, budget and the VE Log items, with some examples being:

1. Restoring the building footprint to 13,420 sf \$49,498

2. Upgrade Sheriff holding cell	\$13,100
3. Automatic bathroom amenities & fixtures (all)	\$37,467
4. Generator backup power to Sheriff's area	\$11,565
5. Electric snowmelt at two entrances	\$21,459

After additional discussions, the Board agreed to increase the building size to 13,420 sf.

*Chair Lindsay moved to increase the Guaranteed Maximum Price to \$6,850,000. Commissioner Russell seconded. Unanimous approval.*

Ms. Blankenship said she would meet with the Team tomorrow and have a GMP Amendment document available shortly to cover the changes discussed.

*Chair Lindsay moved to allow Commissioner Russell to sign the GMP Amendment, assuming it was exactly as discussed today. Commissioner Doherty seconded. Unanimous approval.*

**Break:** 10:55-11:05 a.m.

County Needs Assessment Questionnaire on COVID-19

Commissioner Doherty recapped the difficulties faced by counties across the State in receiving Federal funds due them, with the exception of the metro counties. He went on to discuss the needs of Morrow County residents in light of COVID and the windstorm that impacted north County. Commissioner Doherty said the County is comprised of individuals on both ends of the economic spectrum, adding that 80% of students are on the free or reduced lunch program at school and 18% of residents fall below the poverty line. He discussed the Boardman Food Pantry and efforts to get it up and running, including the purchase of a building that will be remodeled to meet multiple needs. Industry partners are also prepared to help with the project, he said.

*Commissioner Doherty moved to direct \$100,000 of CARES funds toward getting this food pantry and child wellness center off the ground (Boardman Food Pantry).*

*Chair Lindsay: How much is left?*

*Commissioner Doherty: About \$150,000, give or take, but there are some other costs that we have and Mr. Green wanted to make sure we have them all in there. I'd like to bring back the balance of whatever is there and if we wanted to use some of these other funds, it's \$210,000 to be clear, then maybe next week relative to the discussion for the emergency building here in town, I think that was the other discussion we had around those remaining dollars.*

*Ms. Knop: The amount remaining, if Morrow County runs out dollars for eligible costs, including some personnel dollars directly associated with COVID-19 and our contact tracers and an estimate for additional supplies through December, we forecast approximately \$134,000 available. That would mean strong communication across the County that these dollars would not be reimbursable, they would exceed the County's appropriation for CARES dollars.*

*Commissioner Doherty: I know there are similar programs out there. This year we're about \$27,500 to each organization (Irrigon-Boardman Emergency Assistance Center and the Neighborhood Center of South Morrow County) and \$20,000 in prior years. So, it would be kind of what we've done over the last four years with those programs. I think built into this one and Bobbi Childers is right with the number of folks they're covering...I don't think we realized the absolute need the storm and COVID-19 brought to light in the community in Boardman and surrounding areas.*

*Chair Lindsay seconded the motion.*

*Discussion:*

*Chair Lindsay to Torrie Griggs, Boardman Community Development Association, Executive Director: How would you be using these dollars?*

*Ms. Griggs: Our plan is to get the purchase of the Lutheran Church and do renovations to provide a commercial grade kitchen to provide nutrition classes to community members and children and include in that 4-H and provide normal food pantry services and provide adequate space for freezers and refrigerators so we don't have to immediately distribute food. (Discussion continued on their relationship with CAPECO.)*

*Chair Lindsay asked Boardman Mayor Sandy Toms what the City was doing to support the Boardman Food Pantry since they had COVID dollars.*

*Ms. Griggs: Karen Pettigrew (Boardman City Manager) could answer that. (No response from Ms. Pettigrew).*

*Ms. Griggs: We've had discussion, but nothing has been confirmed at this point. The total cost to purchase and remodel is \$350,000-400,000. It will give us a boost to own outright and move forward with basic monthly costs.*

*Chair Lindsay: Any matches?*

*Ms. Griggs: We're working on grants to help with matching. A Community Block Grant wouldn't help until 2021. These dollars can't do that....we're looking at other options.*

*Commissioner Doherty: Greg Wolf, County Solutions Director for the Association of Oregon Counties, said folks are ready to do some match.*

*Chair Lindsay: Is Boardman spending their CARES dollars?*

*Commissioner Doherty: I contacted Irrigon, the Oregon Trail Library District, I told them dollars could flow back and forth. Kathy Street (OTLD Director) didn't think that was the case. She talked to someone and was told the dollars were different. He said executive staff at AOC were looking into it and we'll know more later today. Right now, I don't know what the City's intentions are. The Parks and Rec District in Boardman has plans already and I'm not sure what the Port of Morrow is doing with their \$300,000 – if they'd partner with us on this or*

*the City, valid questions. The value is there in this ask, it gets it off the ground. A different model, we don't have to continually fund it.*

*Chair Lindsay: Every year at budget I say we don't have to manage homeless shelters. We don't do much for our budget for this every year. I love you're jumping in doing this work. I'm a proponent and we're lucky this is all we've had to do. I guess neither City rep wants to unmute and add to this.*

*Commissioner Russell: I'm aware of it. I know at one time there was talk about if the fire district bond passes, then the fire district would donate its building to the food pantry but the timing isn't right since it's probably 18 months out and their timeframe is faster. PGE and Wendy Veliz (PGE Local Government Affairs Manager) have been involved with the Oregon Community Foundation, which has supported migrant farm workers. They are trying to get assistance to eastern Oregon...but I'm not sure if any money has been gifted...*

*Chair Lindsay: The Government Command Team talked about the food pantry extensively and sent \$2,000. Is the non-profit complete?*

*Ms. Griggs: Yes, we have all our paperwork in now.*

*Vote: Unanimous approval.*

#### Morrow County Government Command Center Update

- Chair Lindsay said the message to the public continues to be “slow the spread and wear a mask,” especially for the upcoming Labor Day weekend. Businesses and cities have been asked to display that same message on their message/reader boards. She also said community-based organizations (CBOs) want to do testing, but it will mean additional work for Public Health staff. This is not a bad thing, she said, just something that takes some preparation. Chair Lindsay talked about the statistics negatively impacting Morrow County, like “sporadic untraceables,” especially when it comes to the ability to open schools. She asked members of the public to please take the phone calls from Public Health staff members because they are not trying to create havoc in your lives. Chair Lindsay pointed out the August 31<sup>st</sup> letter to the Governor requesting Phase II Reopening was included in this week's Agenda Packet. She briefly discussed the graph that accompanied the request. She said it was produced by Public Health staff and illustrated the fact that the Case Count by Week was on a decreasing trend.
- Mr. Green said Lindsay Grogan, Human Resources Manager, is working with approximately five employees on FMLA (Family & Medical Leave Act) and paid time off requests for school-related matters.

#### UEC Easement Request

Justin Nelson, County Counsel, said this item was listed on the agenda in case a decision resulted from the Executive Session.

#### **Department Reports, Written**

The following written reports were reviewed:

- Administrator's Monthly Report submitted by Mr. Green
- Sheriff's Office Monthly Report submitted by Administrative Lieutenant Melissa Ross
- Treasurer's Monthly Report submitted by Gayle Gutierrez

### **Correspondence**

- Oregon Capital Insider, Capital Chatter column, August 27<sup>th</sup>, by Dick Hughes, "Oregon's Ironic Pandemic Response"
- Flyer for Census Opportunity Events in Heppner on September 3<sup>rd</sup> & 4<sup>th</sup>

### **Commissioner Reports were suspended in consideration of the time**

**11:52 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

### **12:16 p.m. Closed Executive Session**

### **12:17 p.m. Returned to Regular Session**

Mr. Nelson said no action was needed by the Board. He said he received direction from the Board and would contact UEC later this week to keep things moving forward. He added he appreciated the thorough response from UEC.

### **Signing of documents**

**Adjourned:** 12:30 p.m.