

**Morrow County Board of Commissioners Meeting Minutes**  
**March 16, 2022**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person:**

Chair Jim Doherty, Commissioner Melissa Lindsay, Commissioner Don Russell, Darrell J. Green, Greg Close, Paul Gray, Roberta Lutchter; Non-Staff: Kraig Cutsforth, Jerry Rietmann, Tom Wolff

**Present Via Zoom:**

Staff: SaBrina Bailey Cave, Mike Gorman, Christy Kenny, Tamra Mabbott, Justin Nelson, Jaylene Papineau, Heidi Turrell; Non-Staff: Kim Cutsforth, JoAnna Lamb, Karen Pettigrew, Molly Rhea, Rick Stokoe, David Sykes

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

**City & Citizen Comments:** Jerry Rietmann provided an update on the City of Ione's waste water solution efforts and the status of grant applications for that project.

**Open Agenda:** Commissioner Russell requested a discussion be added to Business Items regarding the County's Investment Committee.

**Consent Calendar:**

Commissioner Russell requested to move the Out-of-State Travel Request from the District Attorney's Office to Business Items.

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

- 1. Accounts Payable & Payroll Payables*
- 2. Minutes: January 12<sup>th</sup> & 19<sup>th</sup>*
- 3. Authorize the County Administrator Temporary Authority Over Bank of Eastern Oregon Credit Cards*
- 4. Request to Increase South Transfer Station Petty Cash*

*Commissioner Lindsay seconded. Unanimous approval.*

**Business Items**

Office Out-of-State Travel Request – District Attorney's Office

Commissioner Russell said he didn't have a problem with the request but the Accounts Payable included out-of-state travel from other offices that did not seek prior approve. He said he wanted consistency, including from the Commissioners. Chair Doherty suggested the Board revisit the current policy in the near future.

*Commissioner Russell moved to approve the District Attorney's Out-of-State Travel Request for the Office Manager to attend the Karpel Solutions National User Group Meeting in St. Louis, Missouri. Commissioner Lindsay seconded. Unanimous approval.*

**Public Hearing:** Supplemental Budget Resolution No. R-2022-3 – Increase Road Fund  
Chair Doherty opened the Public Hearing at 9:13 a.m. and called for the Staff Report.

Eric Imes, Public Works Director, said he worked with previous Finance Director, Kate Knop, on the Budget Resolution. It encompassed multiple changes, for example, unforeseen equipment repairs; invoices from an oil supplier that weren't submitted in the correct fiscal year; and insufficient funds in Contract Services to do the amount of paving planned for the spring, he explained.

Chair Doherty called for comments or questions from the public. Hearing none, he closed the Public Hearing at 9:17 a.m. to deliberate. Chair Doherty commented this goes back to last year's budget and the previous Public Works Director. As Mr. Imes builds the budget forward, was this a slip at budget time or just unforeseen – how did we wind up here, he asked.

Mr. Imes said he was somewhat involved with the budget with the previous Director but his understanding was a surplus existed in the Equipment Repair line so it was put elsewhere. Had that not happened, he said, it would have been covered. He continued, the Asphalt & Freight line was a situation where everyone missed it, but going forward, he would ask for a monthly statement from the contractor.

*Commissioner Lindsay moved to approve Supplemental Budget Resolution No. R-2022-3, increasing the total adopted budget to \$64,732,429 (increasing the Road Fund by \$1,466,000, from \$9,967,070 to \$11,442,070). Commissioner Russell seconded. Unanimous approval.*

## **Business Items**

### Contractor Fuel Surcharge Request

Eric Imes, Public Works Director

Mr. Imes explained the County's trucking contractor, Andy Ashbeck (Andy Ashbeck Trucking LLC), asked if a fuel surcharge could be added, even though it was not in the contract.

Discussion ensued on several options, including suspending the contract temporarily and doing the trucking in-house until fuel prices decrease.

*Commissioner Lindsay moved to approve the request from Andy Ashbeck to use the Fuel Surcharge Chart provided that uses \$3.00 per gallon as the baseline. Commissioner Russell seconded. Unanimous approval.*

### Contract with Off-Road Trails & Treats for Concessionaire Services at The Landing Lodge Kitchen

Greg Close, Parks General Manager

Mr. Close reported the previous short-term contract with Off-Road Trails & Treats worked well for all parties and the request was to approve a two-year contract. Discussion.

*Commissioner Russell moved to approve the Personal/Professional Services Contract for The Landing Lodge Kitchen at the Morrow/Grant County Off-Highway Vehicle Park with Off-Road Trails & Treats (Linda Tagg and Kellie French, co-owners); effective March 16, 2022 and shall expire when the County closes for the 2023 season. Commissioner Lindsay seconded. Unanimous approval.*

### Update on State Homeland Security Grant Applications

Paul Gray, Emergency Manager

Mr. Gray provided a verbal overview of the grants for which he is applying. As they relate to security and other sensitive topics, he said he could not be more specific.

### Review Updated Job Description – Finance Director

Darrell Green, Administrator

Mr. Green reviewed the changes and said the Board's approval was important since the Finance Director is also the County Accountant, which has specific statutory requirements. Once the job description is approved, he said, it will be posted and advertised through Prothman, a recruiting firm. Discussion.

*Commissioner Russell moved to approve the updated Finance Director job description. Commissioner Lindsay seconded. Unanimous approval.*

### 2022 BOC Committee & Board Assignments

It was agreed the list was ready to post on the County's website.

### Unanticipated Revenue Discussion

Chair Doherty said during last week's discussion, the \$11 million from Amazon were viewed as if they were tax dollars and where they would have gone under that scenario. Since then, he asked the Treasurer to help him compile Option 2, which viewed the funds as a gift with greater flexibility for distribution. He said he verified this ability through the County's Assessor/Tax Collector, Mike Gorman, and the Department of Revenue. Discussion ensued.

*Commissioner Russell moved to distribute the \$11,545,618.52 according to the first option in the Agenda Packet, with the funds going to the taxing districts with standing, that would have received the money had it not been for the error by the Department of Revenue, with the exception of Morrow County School District and that money would go to the Morrow Education Foundation. Motion died for lack of a second.*

*Chair Doherty moved to send the funds using the second option in the Agenda Packet, with \$200,000 to each of the cities and with every taxing district getting some funds. If the Boardman to Hemingway Transmission Line project starts a fire getting power to the new Amazon facilities, then probably Pilot Rock Fire may or may not be the first ones on the scene. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay asked what #626 on the second option was – MH Ombudsman. Mr. Gorman said it was a special assessment by the State of Oregon on all owners of manufactured homes who live in parks. They shouldn't receive a portion of this as it is not a tax and it is not a district, he added. Commissioner Lindsay offered a friendly amendment as she was hesitant to send funds to a State agency. Mr. Gorman said a different list could be created removing the entities discussed. Chair Doherty withdrew his motion.*

*Commissioner Lindsay moved to accept the second option, removing the dollars leaving the County, Ombudsman, Pilot Rock Rural Fire Protection District and Gilliam Rural Fire Protection District and putting those funds back in the General Fund. Chair Doherty seconded.*

*Various discussions. Vote: Aye: Chair Doherty, Commissioner Lindsay. Nay: Commissioner Russell. Motion carried.*

Discussion continued on how the funds are routed to the school districts. At their request, they have been sent via the Morrow Education Foundation or the Ione Community Agri-Business Organization (ICABO). Chair Doherty said the process needed to be spelled out more clearly and Commissioner Lindsay asked that an expanded discussion on the topic occur soon.

### Building Project Updates

Darrell Green, Administrator

Morrow County Government Center:

- The audio/visual equipment should be installed mid-April.
- The light pollution issues from the parking lot lights were still being addressed. Commissioner Russell said the City of Irrigon required the poles be a specific height and at a specific lumen level, even though the architect said they were higher than the norm. Chair Russell said he would meet with City Manager Aaron Palmquist when he returned from being away.
- Demolition of the old building has been completed.

Courthouse:

- Commissioner Lindsay reported Morrow County might be first in line to receive funding from the Association of Oregon Counties/Oregon Department of Justice Task Force that evaluates courthouse improvement requests.

**Break:** 10:25-10:32 a.m.

### Investment Committee Discussion

Treasurer Jaylene Papineau explained the 2019 update of the Investment Policy included the requirement that an investment committee be established but that has not taken place. She asked the Commissioners if her research was accurate and who should be on the committee. She also said the policy needed to be “gone back over.” After discussion, the Board agreed by consensus for Commissioner Russell and Ms. Papineau to come back to the Board with recommendations on a three-to-five-member committee.

Regarding Ms. Papineau’s request for documentation from the school districts on what entity should receive funds from the County on their behalf, Chair Doherty offered to assist her and, again, come back to the Board with the results.

### **Correspondence**

- City of Boardman Public Notice – Public Hearing March 24<sup>th</sup> to consider an appeal of Planning Commission decision to deny appeal #LU22-001 regarding Zoning Permit #ZP21-066 (authorized UEC’s installation of a 230kV transmission line on Tax Lots 3205 and 3302).
- City of Boardman Notice of Decision – Denied appeal #LU21-005 and approved Zoning Permit #ZP21-031 (approved UEC’s application to develop a 230kV transmission line on Tax Lots 402, 403, 3201, 3206 and 3300).

### **Commissioner Reports**

Brief reports were provided by the Commissioners.

Chair Doherty read the Executive Session citation, said a decision was not anticipated and adjourned the meeting at 10:59 a.m.

**11:01 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

**11:22 a.m.: Closed Executive Session**

**Signing of documents**