

Morrow County Court
November 25, 2015
Heppner, Oregon
Bartholomew Building Conference Room

Present

Judge Terry Tallman
Commissioner Leann Rea
Commissioner Don Russell
Karen Wolff, Human Resources Director
Justin Nelson, County Counsel/District Attorney
Roberta Lutcher, Court Executive Assistant
Gayle Gutierrez, Treasurer

Judge Tallman called the meeting to order at 9:05 a.m.

City and Citizen Comments – Ione/Lexington

No comments

Open Agenda

No items

New Business

Personal Property Tax Refunds

Mike Gorman, Assessor/Tax Collector

Mr. Gorman explained various reasons for the refunds and noted they were not due to any errors on the County's part.

Commissioner Rea moved to approve the following refunds:

1. Corelogic, Account #2340, \$1,790.58
2. Corelogic, Account #2400, \$36.51
3. Corelogic, Account #12033, \$4,399.46
4. Corelogic, Account #12023, \$611.87

Commissioner Russell seconded. Unanimous approval.

Jacquez Property in Boardman

Mr. Gorman noted the receipt of back property taxes owed on the manufactured home in Boardman which sits on a County-owned lot. He reminded the Court of its previous offer to sell the lot to Rosa I. Jacquez if the back taxes were paid. Mr. Gorman said he believes Co-County Counsel, Richard Tovey, is preparing the deed for next week's County Court meeting.

9:17 a.m. Bid Opening – Surplus Vehicles

Sandi Putman, Public Works Management Assistant

The following vehicles were declared surplus and up for bid:

- #1. 2003 Chevrolet Impala, brown, minimum bid: \$500
- #2. 2001 Ford Taurus, blue, minimum bid: \$500
- #3. 1994 Ford Explorer, green, minimum bid: \$300
- #4. 1998 Crown Victoria, white, minimum bid: \$500
- #5. 2002 Crown Victoria, white, minimum bid: \$500
- #6. 2003 Ford Expedition, white, minimum bid: \$1,000
- #7. 2005 Ford E 450 Superduty 20 Passenger Bus, minimum bid: \$2,000

Sealed bids received, as follows:

- | | |
|--|---|
| 1. Vehicle #3, Michelle Quinconi, \$799.99 | 20. Vehicle #1, Levi Hibbard, \$726 |
| 2. Vehicle #1, Bill Beard, \$656 | 21. Vehicle #2, Levi Hibbard, \$605 |
| 3. Vehicle #6, Bill Beard, \$1,375 | 22. Vehicle #1, Tony Clement, \$637.50 |
| 4. Vehicle #5, Bill Beard, \$550 | 23. Vehicle #2, Sheila Miller, \$625.50 |
| 5. Vehicle #6, Alisha Serrano, \$2,500 | 24. Vehicle #6, Sheila Miller, \$2,906 |
| 6. Vehicle #2, Gene Harris, \$1,166 | 25. Vehicle #1, Sheila Miller, \$803.62 |
| 7. Vehicle #1, Gene Harris, \$1,166 | 26. Vehicle #2, Mike Verley, \$305 |
| 8. Vehicle #6, Larry Palmer, \$1,505 | 27. Vehicle #7, Josh Henrichs, \$1,500 |
| 9. Vehicle #3, Larry Palmer, \$505 | 28. Vehicle #1, Josh Henrichs, \$750.35 |
| 10. Vehicle #6, Craig Hams, \$2001 | 29. Vehicle #3, Kelly Jones, \$350 |
| 11. Vehicle #6, John Collin, \$3,050 | 30. Vehicle #6, Walt Manley, \$2,000 |
| 12. Vehicle #6, Tripp Finch, \$1,251 | 31. Vehicle #3, Josh Henrichs, \$750.55 |
| 13. Vehicle #2, Dale Wilson, \$750 | 32. Vehicle #1, Wanda Kaye Carlile, \$600 |
| 14. Vehicle #1, Rudy Garcia, \$510 | 33. Vehicle #3, Frank Jones, \$351.99 |
| 15. Vehicle #6, Craig Hams, \$1,500 | 34. Vehicle #2, Mary Rennings, \$900 |
| 16. Vehicle #3, Steve Wilson, \$400 | 35. Vehicle #1, David Williams Sr., \$800 |
| 17. Vehicle #1, Rick McDaniel, \$556.37 | 36. Vehicle #3, Josh Henrichs, \$550.01 |
| 18. Vehicle #6, Judy Manley, \$2011.99 | 37. Vehicle #6, Josh Henrichs, \$1,500.01 |
| 19. Vehicle #5, Levi Hibbard, \$250 | |

Ms. Putman said she would verify the bids and return next week with recommendations.

New Business

Morrow County Circuit Court to Discuss Options to House Jurors

Daniel J. Hill, Incoming Presiding Judge, Sixth Judicial District
 Angie Curtis, Deputy Trial Court Administrator, Sixth Judicial District
 Angeline Williams, Supervisor, Morrow County Circuit Court

Discussion focused on the need of the Circuit Court to have access to a better place to assemble potential jurors. Currently, up to 60 people can be called in at a time to the second floor of the Courthouse. This has proven to be a challenge because the potential jurors cannot have any interaction with members of the public and/or witnesses. The number of people assembled also creates access issues for the District Attorney’s Office and the Circuit Court office.

Various options were discussed, including reconfiguring the offices and jury room in the Courthouse, and using the larger conference room in the Bartholomew Building. Additional

ideas were exchanged and the Commissioners said they were open to several of them. It was decided to delay a decision until a workshop-type session can take place in the near future. The workshop will include the Commissioners, representatives from the Sixth Judicial District, Sheriff's Office, District Attorney's Office, and the Justice of the Peace.

U.S. Forest Service Title II Projects Ranking

Anne Niesen, District Ranger

Ms. Niesen requested the Court rank the four projects under consideration for funding through Title II (Secure Rural Schools and Community Self-Determination Act of 2000). She said Morrow County has about \$19,000 in available funding and the Resource Advisory Committee will meet in January to consider recommendations from counties. The projects are:

1. Road Maintenance Project - \$3,500 requested to maintain Forest Roads 5326 and 5327, which provide primary access to the National Forest and the Divide Wells Campground.
2. Morphine Aspen Restoration Project - \$5,000 requested to fence a Morphine aspen stand south of the Tupper Work Center. Ms. Niesen said this is an expensive project, and the project sponsor is applying for funds from multiple entities.
3. 53 Corridor Thinning Project - \$6,000 requested to thin small diameter trees along the Scenic Byway (Western Route). A 20-person crew consisting of military veterans performs the work.
4. Youth Conservation Corps Trail Projects - \$8,480 requested to employ local youth for two weeks to do trail maintenance on non-motorized trails. The second part of the request is for signage along the Blue Mountain Scenic Byway.

Discussion.

Commissioner Rea moved to rank the Fiscal Year 2016 Title II Projects as follows:

- *YCC Trail Projects – High rating with funding not to be used for signage.*
- *53 Corridor Thinning Project – High rating.*
- *Road Maintenance Project – High rating.*
- *Morphine Aspen Restoration Project – Medium rating.*

Commissioner Russell seconded. Unanimous approval.

Quitclaim Deed – Juvencio Agripino

Mr. Gorman presented a Quitclaim Deed for the Court's approval and said the funds were received, and Mr. Agripino is waiting to record the deed in the Clerk's Office today.

Commissioner Rea moved to approve the Quitclaim Deed between Morrow County and Juvencio Agripino, with conveyance in the amount of \$2,746.30. Commissioner Russell seconded. Unanimous approval.

Contracts

Memorandum of Understanding (MOU) with the Oregon Department of Land Conservation and Development (DLCD)

The purpose of the no-cost collaboration is to update the Exclusive Farm Use and Forest Use zones for Morrow County.

Commissioner Russell moved to approve the MOU with DLCD dated November 16, 2015, and authorize Judge Tallman to sign on behalf of the County. Commissioner Rea seconded. Unanimous approval.

Amendment No. 5 to Oregon Department of Education Agreement No. 9756, or MOR 1315, Early Learning Division

Commissioner Rea moved to approve Amendment No. 5 to the ODE, Early Learning Division 2013-2015 County Intergovernmental Agreement (IGA) #9756 or MOR 1315, and authorize Judge Tallman to sign on behalf of the County. Commissioner Russell Seconded. Unanimous approval.

IGA for Right of Way Services – Wilson Lane and Laurel Road Intersection Improvements

Commissioner Rea moved to approve Contract Agreement No. 31023 with the Oregon Department of Transportation, IGA for Right of Way Services, Wilson Lane and Laurel Road Intersection Improvements, and authorize Judge Tallman and Commissioner Russell to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

NATPAY Doculivery Service Agreement

Rick Worden, Finance Director

Mr. Worden said this is the contract to provide online employees with online access to their paystubs and W-2s rather than requesting it from the Finance Office.

Commissioner Rea moved to approve the NATPAY Doculivery Online Document Solutions for online paystubs and W-2s and authorize Judge Tallman to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Bids for Photocopier in Courthouse

Bobbi Childers, Clerk

Ms. Childers reviewed the bids she solicited for a photocopier to be used by offices in the Courthouse (the current copier will be moved to the main floor of the Bartholomew Building). Commissioner Rea said she would like to review the bids and make a decision next week.

New Business

Additional Credit Cards – Sheriff's Office

The Sheriff's Office is asking for two more credit cards because there are currently 11 employees who share one card. The Sheriff's Office is not requesting an increase to the credit limit. The Commissioners agreed by consensus to the additional cards.

Increase Credit Limit – Human Resources Director

Karen Wolff, Human Resources Director

Ms. Wolff said her credit limit of \$1,000 has reached the maximum amount over the last few months and requested an increase to \$2,000-3,000. She explained that each newspaper advertisement for a position is at least \$300.

Commissioner Russell moved to increase the credit limit for the Human Resources Director from \$1,000 to \$3,000. Commissioner Rea seconded. Unanimous approval.

New Credit Card for the County Administrator

Commissioner Rea moved to approve a credit card for the new County Administrator, Jerry Sorte, with a credit limit of \$3,000. Commissioner Russell seconded. Unanimous approval.

2016 Holiday Schedule

The Commissioners agreed by consensus to the 2016 Holiday Schedule, which coincides with the State of Oregon Holiday Schedule.

Purchasing Pre-Authorization

Commissioner Rea moved to approve the Purchasing Pre-Authorization from the Special Transportation Department to purchase a 2016 Grand Caravan (to replace a Chevrolet Impala in Irrigon), purchase amount \$22,500, and authorize Judge Tallman to sign on behalf of the County. Commissioner Russell seconded. Unanimous approval.

Claims

Commissioner Rea moved to approve Payroll Payables, Monthlies, dated October 28th; November 2015 Lump Sum Retirement Taxes, dated November 16th; Payroll Payables, HRA/VEBA, dated November 13th, Payroll Payables, Immediate & Electronic, dated October 14th and November 12th; and Accounts Payable, dated November 25th, in the amount of \$154,651.37. Commissioner Russell seconded. Unanimous approval.

Correspondence Reviewed:

- Billing from Watermaster's Office for one-tenth of Office Assistant and office expenses, fiscal year 2015-2016 in the amount of \$6,907.30.
- Notice of Christmas Potluck at the Morrow County, Irrigon Annex on Thursday, December 17th at 12:00 p.m.
- Preliminary 2015 Population Estimate for Morrow County from Portland State University (11,630).

Commissioner Reports

Judge Tallman noted the date for the Christmas Potluck in Heppner will be Friday, December 11th in the lobby of the Bartholomew Building.

Judge Tallman discussed a meeting with Mary Corp, Regional Administrator, Oregon State University Extension and Julie Baker, County Leader/Office Manager, Morrow County Extension. OSU's plans for a Umatilla/Morrow County Livestock and Natural Resource position were detailed, as well as, a Umatilla/Morrow County Latino Outreach position.

Miscellaneous

Ms. Wolff said there will be an informal reception for incoming Administrative Officer, Jerry Sorte, on his first day, Tuesday, December 1st in the County Court Offices.

Adjourned: 12:05 p.m.