

**Morrow County Court**  
**December 9, 2015**  
**Irrigon, Oregon**  
**Oregon Trail Library District Community Room**  
**200 N.E. Main Ave.**

**Present**

Judge Terry Tallman  
Commissioner Leann Rea  
Commissioner Don Russell  
Jerry Sorte, Administrative Officer  
Karen Wolff, Human Resources Director  
Richard Tovey, County Counsel/Deputy District Attorney  
Rick Worden, Finance Director  
Roberta Lutcher, Court Executive Assistant

**Audience**

Melissa Lindsay, Lexington, Morrow County Planning Commission member

Judge Tallman called the meeting to order at 9:00 a.m.

**Open Agenda**

Ms. Wolff said a discussion will be added regarding Visa cards for the Sheriff's Office.

**New Business**

Purchasing Pre-Authorization Request, Parks

Greg Close, Parks General Manager, Operations

Mr. Close presented a purchasing request for a mobile wood processing unit. Mr. Close said such a unit would be more efficient because it can set up at a site, rather than hauling the trees to an established work area; takes less manpower by requiring one or two workers instead of six; and the sawdust can be used on trails, replacing gravel. Mr. Close reviewed the quotes and said they were from the only two companies that offered units that met their specifications.

*Based on the recommendation from the Parks Department, Commissioner Russell moved to approve the Purchasing Pre-Authorization Request for a Multitek Firewood Processor, Model 1620 SS, in the amount of \$51,275, and authorize Judge Tallman to sign on behalf of the County. Commissioner Rea seconded. Unanimous approval.*

**City and Citizen Comments – Irrigon**

Judge Tallman thanked the City of Irrigon and Oregon Trail Library District (OTLD) for accommodating the County Court in its effort to resume meeting once a month in Irrigon. Judge Tallman invited representatives of both entities to comment.

Aaron Palmquist, Irrigon City Manager, said the City and OTLD will apply for community enhancement funds from the Columbia River Enterprise Zone II Board for audio and visual

equipment for the Community Room. Mr. Palmquist reported Irrigon's population increased by 2.5%, according to the Portland State University Population Research Center.

Kathy Street, OTLD Director, reported staff are working to develop new programs for adults and children. They will start in Boardman first, to be followed by Irrigon and Heppner. She added the grand opening for the Irrigon branch was well attended and she and her staff are working hard to let everyone know the branch is now open.

## **Department Reports**

### Veteran's Department Quarterly Update

Linda Skendzel, Veterans Service Officer

- Ms. Skendzel received approval to hire a veteran work-study student. The federal funding has several requirements, which may make hiring for the part-time position a challenge, she said.
- Ms. Skendzel participated in a recent Stand Down held in Hermiston, where the primary focus was to assist homeless veterans. She reported the number of homeless veterans in Umatilla and Morrow Counties is estimated to be 60.
- The Veterans Day program and luncheon held at Heppner Jr./Sr. High School was, as in past years, a success, she said.

**Break 9:45 a.m. due to noise interference from the building's generator.**

**Resumed 10:10 a.m.**

## **New Business**

### Equity Fund Loan Application – Morrow County Health District (MCHD)

Tillman Carr, Executive Director, Greater Eastern Oregon Development Corporation (GEODC)

Commissioner Rea said she wanted to avoid any perceived conflict, therefore, she recused herself from participation as a member of the MCHD Board of Directors. She noted she has no financial involvement.

Mr. Carr reviewed the loan application summary report for MCHD's \$80,000 purchase of the Pioneer Annex Building from Morrow County. He discussed MCHD's financial status and the reasons for the positive recommendation from GEODC. Commissioner Russell noted GEODC's fee of 1.5% is the same as the interest rate on the loan, so the County will break even.

*Based on the information provided by GEODC, Commissioner Russell moved to approve the loan of \$80,000 from the Morrow County Equity Fund to Morrow County Health District, with the terms set out by GEODC. Judge Tallman seconded. Unanimous approval (Commissioner Rea abstained).*

### First Reading: Ordinance Amending the Comprehensive Plan, Specifically Replacing the Natural Hazards Element

Carla McLane, Planning Department Director

Hank Pieper, GIS Technician

Mr. Pieper provided the first reading by title. The second reading will take place next week, followed by adoption.

### Review and Interpretation of Significant Resources Overlay Map and Goal 5 Natural Resources Inventory

Ms. McLane provided the following information:

- Idaho Power, as part of the process for approval of a route for the Boardman to Hemingway (B2H) transmission line, needs to show compliance with Goal 5 [excerpt from the Oregon Department of Land Conservation and Development (DLCD), website: “Goal 5 is a broad statewide planning goal that covers more than a dozen resources, including wildlife habitats, historic places, and aggregate (gravel)...and describes how cities and counties are to plan and zone land to conserve resources listed in the goal.”]. The County adopted a map in 1986 and Idaho Power requested an updated digital version of that map. Mr. Pieper created the map and Ms. McLane stressed it will be made clear to Idaho Power that the GIS layers are a representation of the 1986 natural significant resource overlay map, and the updated version has not been adopted. She said she’d like to bring back to the County an interpretation, either by order or resolution. She suggested it be a generic interpretation so it can be used for future requests, as well. Discussion.
- December 8<sup>th</sup> Planning Commission meeting - the draft of the Economic Element of the Comprehensive Plan was reviewed and will be submitted to DLCD for a hearing on January 19, 2016.
- Planning Department will begin undertaking an update to the Energy Element of the Comprehensive Plan, as it relates to Goal 5.
- Conversations have taken place with Port of Morrow representatives and their consultant regarding changes at the Boardman Airport, in order to allow some light industrial uses there.

### Contracts

#### Intergovernmental Agreement (IGA) – Board of Property Tax Appeals, Independent Appraisal Services

*Commissioner Rea moved to approve the IGA between Morrow County and Gilliam County for a reciprocal work agreement for Tax Assessor services. Commissioner Russell seconded. Unanimous approval.*

#### Sheriff’s Office Request for Additional Visa Cards

Ms. Wolff explained the two cards in use by the Sheriff’s Office have been used by multiple employees and have been compromised several times. For tracking and accountability, the Bank of Eastern Oregon recommended the number of cards be increased and each should have a low credit limit. Discussion. Mr. Worden suggested it may be time to enhance the County’s credit card policy. Judge Tallman asked Mr. Worden and Mr. Sorte to work on that policy and include punitive measures.

*Commissioner Russell moved to increase the overall credit limit in the Sheriff’s Office to \$25,000, with the following credit limits for each card: Sheriff - \$3,500; Undersheriff - \$3,500; Detective Sergeant - \$2,000; Patrol Sergeant (2) - \$1,500; Domestic Violence Detective - \$2,000; B.E.N.T. Deputy - \$2,000; 911 Director - \$2,000; 911 Training - \$2,000; Civil Dept. -*

*\$2,000; Administrative Assistant - \$1,500; Training - \$1,500. Commissioner Rea seconded. Unanimous approval.*

Commissioner Russell requested Mr. Worden report back after the cards have been in use to see if it is working as planned.

### **Minutes**

*Commissioner Rea moved to approve the minutes of December 2<sup>nd</sup>, with corrections. Commissioner Russell seconded. Unanimous approval.*

### **Claims**

Mr. Worden presented add-ons to the Accounts Payable from the Sheriff's Office. He said invoices were not turned in for two weeks and his office had to request invoices this week. He said he reviewed the invoices and is presenting only those which would have incurred a late fee if not approved today. Judge Tallman requested Mr. Worden, Mr. Sorte and Sheriff Ken Matlack meet on the matter.

*Commissioner Rea moved to approve the Payroll Payables, Immediate & Electronic, dated November 25<sup>th</sup>; December 2015 Retirement Taxes, dated December 8<sup>th</sup>; Third Quarter 2015 SUTA/WBF Payment, dated October 28<sup>th</sup>; and Accounts Payable, dated December 9<sup>th</sup>, in the amount of \$169,450.76, including Add-ons. Commissioner Russell seconded. Unanimous approval.*

### **Correspondence Reviewed:**

- Notice of Morrow County employee potluck, Friday, December 11<sup>th</sup>, 12:00 noon, Bartholomew Building.

### **Administrative Office Report**

Mr. Sorte said his primary objective has been to meet with each Department Head, and that task is nearly complete. He said he and Ms. Wolff toured the Gilliam-Bisbee Building in order to see the space and generate ideas for its use. He said he is compiling a list of potential administrative contributions he can make.

### **Miscellaneous**

The Commissioners noted the lack of furnishings for the OTLD Irrigon Branch Community Room and discussed offering some of the tables and chairs from the County's vacated offices. Ms. Wolff said she would verify with the appropriate Department Heads that the items are no longer needed. The Commissioners agreed by consensus to offer some of the available tables and chairs from the County's former offices.

**Adjourned: 12:20 p.m.**