

**Morrow County Board of Commissioners Meeting Minutes**  
**July 26, 2017**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present**

Chair Melissa Lindsay  
Commissioner Don Russell  
Commissioner Jim Doherty  
Jerry Sorte, Administrative Officer  
Karen Wolff, Human Resources Director  
Kate Knop, Finance Director  
Justin Nelson, County Counsel  
Roberta Lutchter, Executive Assistant

**Call to Order and Pledge of Allegiance:** 9:01 a.m.

**City and Citizen Comments:** No comments

**Open Agenda Requests:**

- County Counsel Justin Nelson said an additional discussion for Executive Session will be pursuant to ORS 192.660(2)(e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- Add July 12<sup>th</sup> Regular and Executive Session minutes
- Chair Lindsay requested a discussion on the grants Morrow County awarded to the incorporated communities in the County.

**Consent Calendar**

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

1. *Accounts Payable dated July 27<sup>th</sup>; Void Check dated July 19<sup>th</sup>*
2. *July 12<sup>th</sup> Regular Meeting minutes; July 12<sup>th</sup> Executive Session #1 minutes; July 12<sup>th</sup> Executive Session #2 minutes*

*Commissioner Doherty seconded. Unanimous approval.*

**Business Items**

Eastern Oregon Counties Association (EOCA) Dues Invoice

EOCA dues go toward a lobbyist to advocate for PILT funds (Payment in Lieu of Taxes) on behalf of the member counties. After discussion, the Commissioners agreed past years showed a return on the investment.

*Commissioner Doherty moved to approve the EOCA dues invoice in the amount of \$9,700.*

*Commissioner Russell seconded. Unanimous approval.*

Resolution No. R-2017-21 – Appointing the Finance Director to serve as County Auditor

Justin Nelson, County Counsel

Mr. Nelson said the resolution is based on last week's directive from the Board and stems from an ordinance originally put in place in 1982.

Mr. Sorte said the impact of the added duties to the Finance Department is yet to be determined, but that department is "already running lean." The Board will be updated if additional staffing capacity is needed, he said.

Chair Lindsay said she didn't want to be backed into a "budgetary corner" and asked if the resolution could be dissolved if the analysis indicates the staffing doesn't make sense. Mr. Nelson said the appointment of County Auditor could be removed and the Board could consider removal of the 1982 ordinance itself.

Treasurer Gayle Gutierrez asked the reasons for the appointment, and pointed out the 1982 ordinance does not require the County to appoint a County Auditor as it uses the words "may appoint." Mr. Nelson concurred as to the wording and added the idea is the County is supposed to have this position and the combination made it work and appropriate to do so.

*Commissioner Doherty moved to adopt Resolution No. R-2017-21 – In the Matter Appointing Morrow County Finance Director as County Accountant/Auditor. Commissioner Russell seconded. Discussion: Ms. Gutierrez said between the Finance Department and her office, most duties outlined in the Resolution are getting done. Chair Lindsay said this Board should recognize the act of the prior Court in 1982 but further analysis will take place. Mr. Sorte said it's important to realize that by assigning these duties from ORS 210 to the County Accountant/Auditor, some of which are currently performed by the Treasurer, but under that Statute they will be assigned to the person in the position of County Accountant/Auditor. Staff will continue to communicate and analyze the changes that will occur but it's important the Board support the comprehensive list be within the County Accountant/Auditor position, said Mr. Sorte. Chair Lindsay stated by appointing the County Accountant/Auditor, the Board is doing that. Unanimous approval.*

#### Bid Results and Authorization to Purchase Used Road Grader

Burke O'Brien, Public Works Director

Matt Scrivner, Assistant Road Master

Mr. Scrivner reviewed the bids that were received and answered questions.

*Commissioner Doherty moved to accept the recommendation of Public Works and approve the purchase of the 2012 John Deere 772G Motor Grader from Rowand Machinery Company, Pasco, Washington, in the amount of \$210,000. Commissioner Russell seconded. Unanimous approval.*

#### **Department Reports**

##### Road Department Monthly Report

Mr. Scrivner reviewed the report for July. He noted when work was done on Pole Line Road, he had to request assistance from the Sheriff's Office because of the dangerous conditions from the high volume of construction machinery and employee traffic in and out of the dairy. He cited multiple examples of drivers ignoring flaggers. He asked if it would be possible for Commissioner Russell to contact the dairy to let them know of the conditions since the County publicly supported the project.

Mr. O'Brien provided an update on work at the Fair and Rodeo Grounds. He said the fan for the Wilkinson Arena is in the process of being installed, and three loads of scrap were hauled from the old rock pit area.

#### Sheriff's Office Monthly Report

Melissa Ross, Administrative Lieutenant

In addition to reviewing the report of activity for July, Lt. Ross said interviews were conducted yesterday for an open Patrol Deputy position and there were several strong candidates. She also discussed the 911 hang-up or accidental dials that occur on a regular basis (42 so far this month). Because a dispatcher doesn't know if the call is accidental or authentic, each one has to be tracked until that determination is made, thereby consuming significant amounts of time. She said there is not a good solution but she hoped technology might come along to help.

#### Clerk's Quarterly Report

Clerk Bobbi Childers' written report was reviewed. Chair Lindsay said two-way communication is always beneficial and asked staff to schedule Ms. Childers' next update at a time she can appear in-person.

#### Human Resources Quarterly Report

Karen Wolff, Human Resources Director

Ms. Wolff reviewed activity in her office from May to the present. She said collective bargaining conversations with the Teamsters Union have been productive and she hoped there would be an agreement in the near future.

Morrow County Offices will not close for the solar eclipse on Monday, August 21<sup>st</sup>, however Department Heads have the authority to close individual offices but employees would be required to take leave. Ms. Wolff said there may be opportunities for employees to volunteer to work a shift somewhere else, but there won't be over-time pay unless it is truly justified.

#### Surveyor's Update

Stephen Haddock, County Surveyor

Mr. Haddock reviewed his report. He also discussed an issue that needs to be addressed. He said State law requires the person or public agency doing the construction ensure the land survey monuments will not be destroyed, but Morrow County lacks a formal notification process. Mr. Haddock said he's been in discussions with Mr. O'Brien and Planning Director Carla McLane.

He said Ms. McLane offered to put a process in place through her office since people already come there for building applications, etc.

Mr. Sorte agreed an internal process is needed. He said when a land-use compatibility statement is received in the Planning Department, all County departments need the opportunity to weigh in on it, particularly if it's for a Federal or State permit.

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

### **Public Health Department Quarterly Report**

Sheree Smith, Public Health Director

Shelley Wight, Communicable Disease/Emergency Preparedness Coordinator

Molly Rhea, Health Education/Tobacco Prevention

Updates were provided by all three for their respective areas. Action item as a result of the update: bring forward the draft smoke-free policy with designated smoking areas that was discussed by the previous County Court.

### **County Grants to Cities/Towns**

Chair Lindsay said she recalled that the funds the County awarded to Heppner, Lexington, Ione, Irrigon and Boardman had one proviso – that the emphasis be on infrastructure. Commissioner Russell agreed and said the funds were not to be used for ongoing programs because they may not receive the award next year. Chair Lindsay said this needs to be clarified with the communities. Finance Director Kate Knop said she would include a letter to make it clear when the funds are disbursed.

### **Comments Prior to Executive Session**

Mr. Nelson said the Executive Session is for information purposes and no decision is anticipated.

**11:13 a.m. Executive Session** – Pursuant to ORS 192.660(2)(g) – To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations

### **12:03 p.m. Closed Executive Session**

**12:04 p.m. Executive Session** – Pursuant to ORS 192.660(2)(3) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions

### **12:15 p.m. Closed Executive Session**

### **12:16 p.m. Resume Regular Session**

**Adjourned:** 12:18 p.m.