

**Board of Commissioners Meeting Minutes**  
**August 16, 2017**  
**Port of Morrow Riverfront Center, Wells Springs Room**  
**Boardman, Oregon**

**Present**

Chair Melissa Lindsay  
Commissioner Don Russell  
Commissioner Jim Doherty

Jerry Sorte, Administrative Officer  
Kate Knop, Finance Director  
Richard Tovey, County Counsel  
Roberta Lutcher, Executive Assistant

**Call to Order and Pledge of Allegiance:** 9:02 a.m.

**City and Citizen Comments:** No comments

**Open Agenda Requests:** Add to Consent Calendar – Void Checks dated August 3<sup>rd</sup>; Manual Checks dated August 8<sup>th</sup> & 10<sup>th</sup>; Add to Business Items - Justice Reinvestment Grant discussion by Shelley Ena, Coordinator, Local Public Safety Coordinating Council; update on the Request for Proposals for Project Management Services by Jerry Sorte, Administrative Officer

**Consent Calendar**

*Commissioner Doherty moved to approve the following items in the Consent Calendar, and noted the Manual Checks dated August 8<sup>th</sup> and 10<sup>th</sup> will be removed for additional discussion:*

- 1. Accounts Payable dated August 17<sup>th</sup> in the amount of \$870,199.15*
- 2. Void Checks dated August 3<sup>rd</sup>*

*Commissioner Russell seconded. Unanimous approval.*

**Public Hearing** – 9:06 a.m.

AZ-113-17 Site Development Review Text Amendment, Morrow County Zoning Ordinance

Chair Lindsay opened the Public Hearing and called for the Staff Report, which was provided by Carla McLane, Planning Director. She explained the hearing is to consider the application from the Port of Morrow to relocate Site Development Review criteria from Article 4, Supplementary Provisions, Section 4.170 to Article 3, Use Zones, Section 3.130, Speedway Limited Use Overlay Zone. She said past conversations with Port of Morrow staff indicated elements of Site Development Review stopped them from creating parcels over 99 acres in order to avoid the public review process. They were willing to meet all the requirements, but did not want to go in front of a public body for review, she said.

Commissioner Russell said some companies that approach the Port are not yet ready to go public, so purchasing less than 100 acres was one way to avoid that information getting out, particularly with the data center companies. Brief discussions.

Ms. McLane noted the Oregon Department of Transportation rescinded its earlier letter of opposition.

After Chair Lindsay called for abstentions or conflicts of interest, each Commissioner responded in the negative. Calls for proponents, opponents and neutral parties to speak went unanswered.

The Public Hearing was closed at 9:20 a.m.

*Commissioner Russell moved to accept the Planning Commission recommendation to move the Site Development Review criteria from Article 4, Supplementary Provisions, Section 4.170 to Article 3, Use Zones, Section 3.130, Speedway Limited Use Overlay Zone, and to direct staff to prepare the necessary adoption documents. Commissioner Doherty seconded. Unanimous approval.*

### **Business Items**

#### Accounts Payable – Manual Checks

Kate Knop, Finance Director

Ms. Knop explained the circumstances surrounding the need for the manual checks.

*Commissioner Russell moved to approve the Manual Checks dated August 8<sup>th</sup> & 10<sup>th</sup>. Commissioner Doherty seconded. Unanimous approval.*

#### Local Public Safety Coordinating Council (LPSCC) Bylaws

#### Justice Reinvestment Initiative (JRI) Grant Letter of Support

Shelley Ena, LPSCC Coordinator, Morrow/Umatilla Counties

Dan Robbins, Corrections Lieutenant

Ms. Ena reviewed the process of amending the LPSCC Bylaws, and there was then discussion of whether are not members of the Council should be appointed by name or position. Chair Lindsay said she would look into it with the Administrator.

*Commissioner Doherty moved to accept the LPSCC Amended Bylaws and directed staff to return with the necessary adopting resolution next week. Commissioner Russell seconded. Unanimous approval.*

Ms. Ena said all counties are eligible to receive JRI Grant funds if they meet the criteria. She explained in the future, the State may grant the funds on a competitive basis, which wouldn't be as favorable for smaller counties, like Morrow County.

Lt. Robbins explained the funds received by Morrow County since about 2014 have been used to fund a Probation Officer position. Commissioner Doherty said he supports the JRI Grant but at some point, if funds are not received for the Probation Officer position, then that position may be eliminated unless the need can be proven to the public.

*Commissioner Doherty moved to approve the letter of support for the JRI Grant application for fiscal year 2017-2019. Commissioner Russell seconded. Unanimous approval.*

### Intergovernmental Agreement (IGA) with Oregon Water Resources Department (OWRD)

The one-year IGA with OWRD is for Watermaster services in the amount of \$12,200. Chair Lindsay said she asked that updates be provided to the Board at least once per year on the activities on Butter Creek.

*Commissioner Russell moved to approve the IGA with OWRD, effective July 1, 2017 to June 30, 2018, amount \$12,200, and authorize Chair Lindsay to sign on behalf of the County.*

*Commissioner Doherty seconded. Unanimous approval.*

### Interim Administrative Officer Recruitment Update

Jerry Sorte, Administrative Officer

Mr. Sorte said Kim Cutsforth reviewed the draft employment agreement and the tentative plan is for her to work 20 hours per week of scheduled time and four hours of flexible time, beginning the week of August 28<sup>th</sup>. The length of the agreement is three months, he said, with an option for an extension, if the Board desires.

*Commissioner Doherty moved to accept the job description and Employment Agreement for Interim Administrative Officer with Kim Cutsforth, and authorize Chair Lindsay to sign on behalf of the County. Commissioner Russell seconded and asked for discussion. The Board agreed to allow some flexibility that allows Ms. Cutsforth training time to work with Mr. Sorte prior to his departure. Unanimous approval.*

### Veterans Services Office Additional Funding

Linda Skendzel, Veterans Services Officer

Jerry Sorte, Administrative Officer

Mr. Sorte explained the Veterans Services Office will receive an additional \$40,000 as a result of Ballot Measure 96. The Board needs to decide how these funds will be spent, he said, as they are over and above what was in the budget. Mr. Sorte outlined Ms. Skendzel's preference to allocate them to hire a temporary employee; material and services; and trainings and outreach materials.

*Commissioner Doherty moved to direct staff to prepare a supplemental budget action for the additional \$40,421 anticipated in the Veterans Services Office. Commissioner Russell seconded. Chair Lindsay clarified the funds are to be used for outreach to veterans, as well as a temporary employee. Unanimous approval.*

### Request for Proposals for Project Management Services

Mr. Sorte said he discussed the results of the RFP with Ms. Cutsforth and she recommended opening it back up for about three weeks since the response was marginal. He said the minimum time is 30 days, but it can be less if the Board chooses.

*Commissioner Russell moved to reopen the Request for Proposals, but allow it to close in three weeks. Commissioner Doherty seconded. Unanimous approval.*

## **Department Reports**

### Juvenile Department Quarterly Report

Tom Meier, Juvenile Department Director

Mr. Meier's report covered activity from April 1<sup>st</sup>-June 30<sup>th</sup>. He said it's been a good year in terms of low numbers for Referrals to Services and Admissions to Detention. There were 12 Referrals for the quarter, bringing the total for the year to 61, which is a record low. Mr. Meier pointed out the ages of the kids being referred keeps getting younger; an indication the next group is "rising from the ashes." There were no new Admissions to Detention for the quarter, and the number for the year stands at 10, again a record low, he said. There was, however, the highest number ever for Length of Stay at 265 days. These were three juveniles housed for Measure 11 offenses, he explained. Various discussions.

## **Correspondence**

- Oregon Department of Energy Public Notice – Columbia Ethanol Project, Proposed Order Issued on Request for Amendment 1. An accompanying email from Planning Director Carla McLane stated she would not recommend comment.

## **Commissioner Reports**

- Commissioner Doherty said he attended the Community Renewable Energy Association (CREA) meeting where they estimate solar power will be the future focus for renewable energy.  
Commissioner Doherty informed the Board there was no need for the advertised Executive Session as there is no new information to report.
- Commissioner Russell reported on a round-table discussion that included U.S. Secretary of Energy Rick Perry, Representative Greg Walden, Umatilla County Commissioner Bill Elfering, Hermiston Mayor Dave Drotzman, Port of Umatilla Executive Director Kim Puzey, Port of Morrow General Manager Gary Neal, Umatilla Electric Cooperative General Manager Robert Echenrode, and executives from other power companies. Sec. Perry talked about issues with processes, including the length of time they take.  
Commissioner Russell said several items were discussed – the Boardman to Hemingway Transmission Line Project and that ground hasn't been broken nine years into the process; the Columbia River Biological Opinion concerning endangered salmon; the Base Realignment and Closure process with the Umatilla Army Depot; and the need to decrease sight pollution from the lights on windmills at night by making advance detection lighting systems mandatory. Commissioner Lindsay asked if there was any discussion about the national recognition of hydropower as being renewable; Commissioner Russell replied there was not.
- Chair Lindsay and Commissioner Doherty accompanied Sec. Perry on his tour of McNary Dam following the round-table discussion.

**Adjourned:** 10:57 a.m.