

Morrow County Board of Commissioners Meeting Minutes
October 25, 2017
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Melissa Lindsay
Commissioner Don Russell
Kim Cutsforth, Interim Administrative Officer
Karen Wolff, Human Resources Director
Kate Knop, Finance Director
Justin Nelson, County Counsel
Roberta Lutcher, Executive Assistant

Excused

Commissioner Jim Doherty

Call to Order and Pledge of Allegiance: 9:00 a.m.

City and Citizen Comments: No comments

Open Agenda: Add - A discussion on the status of scheduling a team-building session for Department Heads/Elected Officials. County Counsel Justin Nelson requested the Order Initiating Extension Service District be removed from the Consent Calendar so he could obtain additional clarification from Co-County Counsel Richard Tovey.

Consent Calendar

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

1. *Accounts Payable dated October 26th in the amount of \$275,914.11; Void Check dated October 12th*
2. *Minutes: October 4th; October 18th Business Meeting*
3. *Appointment of Jessica Calderon to The Loop – Morrow County Transportation Advisory Committee, with the term to be October 25, 2017 to December 31, 2020*
4. *Reappointment of Larry Mills to the Budget Committee, with the term to be through June 30, 2018*
5. *Approve Quitclaim Deed transferring 0.27 acres to Willow Creek Park District ownership for the basketball court that is part of the multi-use sports park, as described in the legal description, Exhibit A*

Chair Lindsay seconded. Unanimous approval.

Business Items

Rabiner Resources Team-Building Session

Kim Cutsforth, Interim Administrative Officer
Ms. Cutsforth said after polling all 18 of the Department Heads/Elected Officials, the afternoon of November 30th appeared to be the best date for 15 of them. The Commissioners agreed Ms. Cutsforth should move forward with planning the seminar for that date.

Second Readings and Adoption of Ordinances

Carla McLane, Planning Director

Ms. McLane provided the Second Readings by title of the following:

Ordinance Number ORD-2017-5

“An Ordinance to Opt Out of Marijuana Activities, Specifically Medical Licenses Identified in Enrolled Senate Bill 1057 (2017) and as Allowed in Enrolled House Bill 2198 (2017)”

Commissioner Russell moved to adopt Ordinance Number ORD-2017-5, maintaining Morrow County’s opt out of all types of license types available for both medical and recreational marijuana issued by both the Oregon Liquor Control Commission and the Oregon Health Authority, with an effective date of February 1, 2018. Chair Lindsay seconded. Unanimous approval.

Ordinance Number ORD-2017-6

“An Ordinance Amending the Morrow County Zoning Ordinance, Moving Article 4, Supplementary Provisions, Section 4.170 Site Development Review to Article 3, Use Zones, Section 3.130, Speedway Limited Use Overlay Zone”

Commissioner Russell moved to adopt Ordinance Number ORD-2017-6 based upon the Planning Commission recommendation and the Board’s Public Hearing, moving 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, with an effective date of February 1, 2018. Chair Lindsay seconded. Unanimous approval.

Ordinance Number ORD-2017-7

“An Ordinance Amending the Morrow County Comprehensive Plan, Comprehensive Plan Map and Zoning Ordinance Map, thereby Expanding the Ione Urban Growth Boundary, and Zoning the Subject Properties Rural Light Industrial, and doing so in Cooperation with the City of Ione”

Commissioner Russell moved to adopt Ordinance ORD-2017-7 based upon the Planning Commission recommendation and the Board’s joint Public Hearing with the City of Ione, amending the Comprehensive Plan Urbanization Element with respect to the City of Ione; amending the Comprehensive Plan Map by both expanding the Urban Growth Boundary and changing the designation on all City of Ione Urban Growth Boundary lands south of Highway 74 and west of the City limits to Industrial; amending the Zoning Map boundaries; and applying the Rural Light Industrial Use Zone to all lands within the Urban Growth Boundary south of Highway 74 and west of the City limits, with an effective date of February 1, 2018. Chair Lindsay seconded. Unanimous approval.

Order Number OR-2017-9: Initiating the Formation of an Extension Service District

Justin Nelson, County Counsel

Julie Baker, OSU-Morrow County Extension Office, Co-County Leader

Mr. Nelson said his earlier questions were answered by Richard Tovey, Co-County Counsel and he has no concerns with the Order moving forward. Commissioner Russell said he understands there were some concerns noted in the attached Resolutions from the City/Town Councils in the County about the tax compression issue, but this Order allows the question to be put before the voters.

Commissioner Russell moved to approve Order Number OR-2017-9: In the Matter of Initiating the Formation of an Extension Service District for Morrow County, Oregon. Chair Lindsay seconded. Unanimous approval.

Retirement Benefit Estimate Options

Kate Knop, Finance Director

Current practice has the Morrow County Trust paying for Retirement Benefit Estimates for employees within one year of retirement at a cost of \$750 per request. However, some employees request multiple estimates as they approach retirement. Ms. Knop said while *The Retirement Plan for Employees of Morrow County, Oregon* covers most things very thoroughly, it does not provide policy for day-to-day administration, such as guidelines for providing Retirement Benefit Estimates. She asked the Board to consider such a policy and offered several options.

The Board listened to recommendations from staff and comments from several County employees in the audience and decided the following will become policy, effective today:

1. Trust pays for one estimate within 12 months of retirement (\$750 per request)
2. Trust pays for one estimate within five years of retirement (\$750 per request)
3. Trust and employee share cost for additional requests (\$250 paid by employee; balance by Trust)

Commissioner Russell moved to create a policy that reflects a shared cost of additional requests for Retirement Benefit Estimates as outlined: 1. Trust pays for one estimate within 12 months of retirement; 2. Trust pays for one estimate within five years of retirement; 3. Trust and employee share cost for additional requests, with \$250 to be paid by the employee and the balance by the Trust; effective today with the written policy to come before the Board on November 1st. Chair Lindsay seconded. Unanimous approval.

Review and Award Electrical and Plumbing Contractors

Sandi Pointer, Public Works Management Assistant

Ms. Pointer explained the bid and review processes undertaken and said Public Works recommends awarding the electrical contract to Wight's Electric and the plumbing contract to Blue Mountain Plumbing, LLC. She said the contracts will be ready for review by the Board at its November 1st meeting.

Commissioner Russell moved to award the Electrical Contractor bid to Wight's Electric. Chair Lindsay seconded. Unanimous approval.

Commissioner Russell moved to award the Plumbing Contractor bid to Blue Mountain Plumbing, LLC. Chair Lindsay seconded. Unanimous approval.

Department Reports

Road Report

Matt Scrivner, Assistant Road Master

Mr. Scrivner reviewed his Road Report and also provided a summary of Public Works/Road Department permits issued since that department took over the approval process.

Sheriff's Office Report

Melissa Ross, Administrative Lieutenant/Public Information Officer

Lt. Ross reviewed her report, which she said continues to evolve as she attempts to provide more statistics for the Board; she also offered to make further changes. Commissioner Russell requested data compared to previous years in order to discern trends, and Chair Lindsay asked for types of arrests to be delineated.

Human Resources Quarterly Report

Karen Wolff, Human Resources Director

Ms. Wolff reviewed her report of activities from August-October. She remarked Collective Bargaining with the Teamsters Union (Sheriff's Office employees) has come to a settlement and final documents are being prepared for signature.

Clerk's Quarterly Report

Bobbi Childers, Clerk

Some of the items in Ms. Childers' report were:

- Statistics for types and numbers of documents recorded into Morrow County Records
- A Primary Election is slated for May 15, 2018 for the Assessor position and Commissioner Position 2 for the Morrow County Board of Commissioners (currently held by Commissioner Russell)
- The 2017 Amended Synopsis of Oregon Election Laws

Public Health Department Quarterly Report

Sheree Smith, Public Health Director

Shelley Wight, Communicable Disease Coordinator/Eastern Oregon Regional Medical Reserve Corps (EORMRC) Coordinator

Ms. Wight explained that in her capacity as EORMRC Coordinator, she shuttled the medical support trailer to Unity, Oregon for the days surrounding the solar eclipse in August. They were available to provide basic first aid to the large camps that sprang up in the remote area, one of which numbered 1,200 people.

Ms. Smith reviewed her report which outlined the activities of the various programs offered by Public Health. She also discussed the success of the recent visit to Heppner by the OHSU Casey Institute Eye Mobile Outreach Van. She said it may be able to return sometime in 2019.

Commissioner Reports

- Commissioner Russell said he and Chair Lindsay attended a meeting of the Columbia River Enterprise Zone II Board of Directors; another meeting will take place in November to discuss how Enterprise Zone monies are disbursed. He also attended the Solid Waste Advisory Committee meeting.
- Chair Lindsay attended the Military Economic Advisory Committee Meeting where discussions continue on the Boardman to Hemingway Project, as well as the Wheatridge Wind Energy Project.

Adjourned: 11:27 a.m.