

**Board of Commissioners Meeting Minutes**  
**January 3, 2018**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present**

Chair Don Russell  
Commissioner Jim Doherty  
Commissioner Melissa Lindsay  
Darrell J. Green, Administrator  
Justin Nelson, County Counsel  
Roberta Lutcher, Executive Assistant

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

**City and Citizen Comments:** No comments

**Open Agenda:** Postpone the Emergency Management Performance Grant agenda item.

**Consent Calendar**

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

- 1. Accounts Payable dated January 4<sup>th</sup> in the amount of \$39,887.41.*

*Commissioner Lindsay seconded. Unanimous approval.*

**Department Reports**

Treasurer's Monthly Report

Gayle Gutierrez, Treasurer

- Ms. Gutierrez clarified the date listed in her report for Outstanding Checks should be November not October.
- The interest rate on the Local Government Investment Pool has increased slightly to 1.55%.
- There is just over \$10,000,000 in the General Fund.
- The Oregon Short Term Fund Board has not yet responded to the Treasurer's updated Investment Policy. When she hears back, she said she will present it to the Board for approval.

**Business Items**

Resolution No. R-2017-01 Establishing the Rotating Cycle of Chairmanship and Vice Chairmanship

Darrell Green, Administrator

For the record, Mr. Green, reviewed last year's Resolution that established the rotation cycle for the Chair and Vice Chair of the Board of Commissioners. That rotation now has Commissioner Russell serving as Chair and Commissioner Doherty as Vice Chair.

### Reinstatement of Crow Agreement Pursuant to ORS 192.680(1)

Darrell Green, Administrator

Justin Nelson, County Counsel

Mr. Green explained that during the BOC Meeting of December 20<sup>th</sup>, the Crow Memorandum of Engagement (MOE) was included in the binders of staff and Commissioners, but not in the Agenda Packet posted to the website and emailed to our distribution list. To correct this unintended error, the MOE and Request for Proposals are in today's Agenda Packet and the public can make comment, he said.

Mr. Nelson said the document was omitted by mistake and Oregon Revised Statute (ORS) 192.680(1) allows a way to reinstate the prior decision while maintaining the original signatures and dates.

Chair Russell asked for any public comment about the Crow MOE, for or against. There was no response.

*Commissioner Doherty moved to reinstate the Crow Memorandum of Engagement for Professional Services pursuant to ORS 192.680(1). Commissioner Lindsay seconded. Unanimous approval.*

### Crow Engineering Scope of Work

Darrell Green, Administrator

Matt Jones, Crow Engineering, via telephone

Hunter Wylie, Crow Engineering, via telephone

Discussion took place concerning:

- The dates Crow Engineering will conduct site visits at north County facilities and meet with affected departments to survey space, storage, security needs, etc. (January 16-19)
- Adding a shared facility assessment to the scope of work

*Commissioner Lindsay moved to authorize the Administrator to finalize and sign the revised Scope of Work for Project Management Services for Facility Planning with Crow Engineering. Commissioner Doherty seconded. Unanimous approval.*

### AlertSense, Inc. Master Service Agreement

Undersheriff John Bowles

Undersheriff Bowles explained AlertSense is an emergency notification system that can be used to notify the public of information (emergent and non-emergent) by email, landline, cell phone, text message or social media message. Other departments in the County could utilize this, such as the Public Health Department, he said, and they are willing to pay half the yearly cost. Discussion.

*Commissioner Lindsay moved to approve the AlertSense, Inc. Master Service Agreement effective February 1, 2018 through January 31, 2019 at an annual fee of \$3,350 for up to three*

*years at that rate, and authorize Chair Russell to sign on behalf of the County. Commissioner Doherty seconded. Unanimous approval.*

Commissioner Doherty asked Mr. Green to work with the Public Health Department to coordinate the joint funding of this contract.

#### Letter of Support for Funding the CARE Program

Darrell Green, Administrator

Mr. Green said Andrea Fletch, Community Health Improvement Partnership of Morrow County, requested a letter of support for the 2018 application for funding from the Eastern Oregon Coordinated Care Organization for continued funding of wraparound services to children and families. He said a few minor changes are be needed to the draft before it is ready for signature and a final version will be brought forward to the Consent Calendar in the near future.

*Commissioner Doherty moved to provide a letter of support for the Morrow County CARE Program's 2018 application to the Eastern Oregon Coordinated Care Organization for funding for wraparound services to children and families. Commissioner Lindsay seconded. Unanimous approval.*

#### **Department Reports**

##### Fair Office Quarterly Report

Ann Jones, Fair Secretary

Ms. Jones reviewed her report and noted the 2018 Morrow County Fair will be held August 13<sup>th</sup>-19<sup>th</sup>. In addition, she discussed a fundraising idea being explored for the Wee Bit O'Ireland Celebration in Heppner in March. Fair Board members are pursuing sponsorship dollars to hold a Challenge of Champions Bull Riding Tournament, she said.

**Break:** 9:58 a.m.     **Resumed:** 10:03 a.m.

#### **10:03 a.m. Public Hearing – Reducing Redemption Period for Property**

Justin Nelson, County Counsel

Mike Gorman, Assessor/Tax Collector

Mr. Nelson explained the request is to reduce the redemption period in order to allow the County to sell this property and stop the Oregon Property Tax Deferral Program for Senior Citizens costs from continuing to accrue.

He provided the following background information – The property is located at 640 Elder St., Heppner, and owner Sally Marlatt died in 2013. The house has been vacant with no maintenance occurring since that time. Ms. Marlatt participated in the Oregon Property Tax Deferral Program for Senior Citizens beginning in 1994. The lien against the property now exceeds \$15,000, half of which is interest. The Senior Deferral Lien must be paid by the County to the Department of Revenue when the Tax Collector deeds the property to Morrow County. The normal end of redemption date will only allow the lien to grow larger and the house to fall into further

disrepair. Ms. Marlatt's estate was dismissed as insolvent in May 2015. Morrow County Ordinance No. MC-C-1-93 allows for an early redemption period if the Board holds a hearing and makes certain findings in an Order. After being officially notified of Property Alleged to be Subject to Waste or Abandonment, no response was received from the City of Heppner or any other party concerning this property.

Chair Russell asked if anyone wished to speak in support of the request: no response. He called for people to speak in opposition: no response. Chair Russell called for general comments:

Greg Sweek, Heppner (former Assessor/Tax Collector)

Mr. Sweek said this process has only been used a few times by the County, the first time being in 1993, which prompted the creation of the Ordinance. He said there is never anyone clamoring to pay the liens against properties like this.

**Closed Public Hearing:** 10:19 a.m.

*Commissioner Doherty moved to approve Order No. OR-2018-1: In the Matter of Reducing Redemption Period for Property Subject to Waste or Abandonment. Commissioner Lindsay seconded. Unanimous approval.*

### **Department Reports, continued**

#### Administrator's Report

Darrell Green, Administrator

Mr. Green reviewed his report of activity during December. He also mentioned the imminent retirement of longtime County employee John McCabe. Mr. McCabe will be retiring from his position as Assistant to the Juvenile Department Director.

#### County Counsel/District Attorney Office Quarterly Report

Justin Nelson, County Counsel/DA

Mr. Nelson reviewed his written report.

Commissioner Lindsay said she wants to better understand the issues the County and departments face, especially when it comes to policy and budget issues.

The Commissioners went on to discuss the desire to see reports take a form that reflects the issues faced in the County, and the true workload of the departments so budgets can be justified.

Mr. Nelson suggested an afternoon Work Session covering issues and challenges faced by the DA Office and the Sheriff's Office.

### **Commissioner Reports**

- Commissioner Doherty discussed the need to have consistent representation by the County's voting members on the North East Area Commission on Transportation. He reminded the Board that the Port of Morrow's voting member and alternate have not

regularly attended the meetings. He suggested the County be allowed some leeway to name our Public Works Director to the Port's voting member position, unless they have designated someone.

- Chair Russell said Brian Skeehan, Managing Director of the Community Renewable Association, is seeking \$15,000 from its members to fund an economic impact study of renewable energy in Oregon. CREA is requesting \$3,000 from Morrow County. Chair Russell said Morrow County already pays a disproportionately large share of CREA's budget, and CREA should be able to find the funds elsewhere in its budget if it's that important. He said he will know more after the January 12<sup>th</sup> meeting. Chair Russell requested a future discussion on the Surveyor position and how it could possibly be incorporated into Public Works, if it were not an elected position. As background, Chair Russell said County Counsel was directed to look into the situation after Clerk Bobbi Childers informed the Board on November 1<sup>st</sup> that in 2009 the County had the option of choosing whether the Surveyor position would be an elected or appointed position. After she notified the County Court at the time, and received no response, she listed it on the ballot as an elected position and continued to do so in subsequent elections.
- Commissioner Doherty thanked Commissioner Lindsay for serving as Chair in 2017. Chair Russell echoed the same sentiments and said it was especially noteworthy since she served as Chair in her first year as a Commissioner.

**Adjourned:** 11:17 a.m.