

Morrow County Board of Commissioners Meeting Minutes
March 7, 2018
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Don Russell
Commissioner Jim Doherty
Commissioner Melissa Lindsay
Darrell Green, Administrator
Kate Knop, Finance Director
Justin Nelson, County Counsel
Richard Tovey, County Counsel
Roberta Lutchter, Executive Assistant

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

City and Citizen Comments: No comments

Open Agenda: Request to add Surveyor Compensation discussion

Consent Calendar

Commissioner Doherty moved to approve the following items in the Consent Calendar, noting the removal of the January 24th minutes:

- 1. Accounts Payable dated March 8th in the amount of \$208,475.74; March 2018 Retirement Taxes dated March 1st in the amount of \$18,767.41*
- 2. Contract with Pioneer Asphalt, Inc., for the Lexington Airport Apron Construction and Reconfiguration Project in the amount of \$199,156.25, and authorize Chair Russell to sign on behalf of the County.*
- 3. Intergovernmental Agreement for Strategic Investment Program (SIP) Distribution of Community Service Fee regarding the Wheatridge Wind Energy, LLC, et al., SIP, and authorize Chair Russell to sign on behalf of the County.*
- 4. Purchase Pre-Authorization Request from the Sheriff's Office for a 2018 Dodge Charger from Withnell Dodge, Salem, in the amount of \$24,231, and authorize Chair Russell to sign on behalf of the County. (This will replace a vehicle totaled in an accident, and will be reimbursed in full by the County's insurance carrier.)*

Commissioner Lindsay seconded. Unanimous approval.

Department Reports

Treasurer's Monthly Report

Treasurer Gayle Gutierrez reviewed her report. She also said she sent letters to the Bank of Eastern Oregon and Community Bank authorizing informational access to accounts for Administrator Darrell Green.

Business Items

Update from Oregon Water Resources Department (OWRD), North Central Region

Mike Ladd, Region Manager

Greg Silbernagel, Watermaster District 5 – Pendleton

Ken Thiemann, Watermaster District 21 – Condon

- Mr. Thiemann provided a PowerPoint presentation on the Heppner – Lexington Conservation Pipeline Project.
- Mr. Silbernagel reviewed the Morrow County Time Spreadsheet, which showed time logged by OWRD staff on various projects in Morrow County.
- Mr. Ladd discussed several items including ongoing water permit issues with Lost Valley Farm; work being done in conjunction with NOWA (Northeast Oregon Water Association); and a long-term project that could someday mean an inter-basin transfer of water for this region.

Government Accounting Standards Board (GASB) 75 Actuarial Contract

Kate Knop, Finance Director

Ms. Knop explained GASB, the board which oversees government financial statements and policies, now requires accounting and financial reporting for post-employment benefits other than pensions. CIS (Morrow County's carrier for liability insurance and Workers' Compensation insurance) has an agreement with Milliman Actuaries to conduct the first report at no cost to the County, however, there will be a fee in subsequent years.

Commissioner Doherty moved to approve the GASB 75 Actuarial Services Agreement with CIS and Milliman, and authorize Chair Russell to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Willow Creek Park District Request Asking the County to Donate 25' x 43' Parcel of Property for Multi-Use Fit Park in Heppner

Kim Cutsforth, Director, Howard & Beth Bryant Foundation

Ms. Cutsforth said the requested parcel would be the location of a storage shed for lawn maintenance equipment, etc. The Park District would be responsible for surveying costs, lot line adjustment procedures, and any other transfer costs, she added.

Commissioner Doherty moved to transfer the 25' x 43' parcel requested by Ms. Cutsforth to the Willow Creek Park District. Commissioner Lindsay seconded. Unanimous approval.

Part-Time Temporary Job Postings

Darrell Green, Administrator

Mr. Green said the recent internal posting of a part-time Temporary Office Assistant in the Board of Commissioners Office resulted in concern expressed by the Commissioners that it hadn't been brought to the Board. [Internal postings are sent to all staff but are open to anyone to apply.] He said temporary help was previously budgeted in the BOC Office with an associated line item so he chose to initiate the process to bring in help for the Executive Assistant who has fallen behind

due to the increased number of BOC meetings (Work Sessions, Business Meetings, Executive Sessions, etc.).

Chair Russell said his preference would be to give the Administrator authority to do this because the Commissioners do not need to micro-manage every \$1,000-2,000 spent, especially in this case where it's limited hours on a short-term basis.

Commissioner Doherty said he agreed with Chair Russell but was caught unaware by the posting. He said latitude should be allowed if something is budgeted and the Commissioners are informed.

Commissioner Lindsay said she heard what was being said about latitude but she feared every Department Director would then create a part-time position in their budgets.

Various ideas for finding part-time temporary help were discussed.

Commissioner Doherty said Mr. Green should inform the Board of plans to spend these funds so the Board can approve or not. He said the same will be expected of Department Directors so they don't " earmark" funds at Budget time. He said he regretted having to do this with the Administrator but perhaps this will hold back any flood gates. Commissioner Lindsay agreed.

Mr. Green said he would present the job description for review and possible approval by the Board.

Break: 10:37 a.m. **Resumed:** 10:44 a.m.

Surveyor Compensation Discussion

Kate Knop, Finance Director

Stephen Haddock, Surveyor

Chair Russell asked Ms. Knop if the County received a reply from the Internal Revenue Service (IRS) as to the employment status of the Surveyor. She said the IRS opted not respond to the request and suggested the County contact the Social Security Administrator for the State of Oregon. The Social Security Administrator's response was since the Surveyor's guaranteed wage exceeds the pass-through fees, withholdings should be required. Ms. Knop said she also asked if an Elected Official can receive a guaranteed wage and pass-through fees, but she hasn't received a response. Lengthy discussion ensued.

Chair Russell moved to pay the Surveyor \$3,000 per month plus fees, part-time, no benefits. Commissioner Lindsay seconded. Discussion. Chair Russell rephrased his motion to state for the first quarter, compensate the Surveyor at \$3,000 per month as a W2 employee and the County will work to determine the method of compensation on the pass-through fees, part-time, no benefits. Commissioner Lindsay seconded. Discussion. Unanimous approval.

Miscellaneous

Commissioner Lindsay said Clerk Bobbi Childers previously asked the Board to clarify its intentions regarding the Surveyor being an appointed position. Commissioner Lindsay asked why a vote hadn't taken place to-date. Commissioner Doherty said he understood if no action was taken, the position becomes appointed by default. Chair Russell said the Board has made that clear to Ms. Childers.

Department Reports, continued

Administrator's Monthly Report

Mr. Green discussed his report.

Correspondence

- Letter from Oregon Parks and Recreation Department informing Chair Russell he was appointed to the Oregon Outdoor Recreation Committee as the representative for Counties East of the Cascades.
- Public Notice regarding Carty Generating Station – Carty Solar Farm, Request for Amendment for Site Certificate, Request for Special Advisory Group Review.
- Notice from Oregon Department of Transportation of the relocation of the DMV Office in Hermiston to 810 S. Highway 395.

Commissioner Reports

The Commissioners provided reports on recent meetings they attended and discussed upcoming meetings. It was noted a joint meeting with the Umatilla County Board of Commissioners will take place Tuesday, March 20th, 1:00 p.m. at the Umatilla County Courthouse, Room 130.

Adjourned: 12:21 p.m.