

Morrow County Board of Commissioners Meeting Minutes
April 25, 2018
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present

Chair Don Russell
Commissioner Jim Doherty
Commissioner Melissa Lindsay
Darrell Green, Administrator
Karen Wolff, Human Resources Director
Justin Nelson, County Counsel
Kate Knop, Finance Director
Roberta Lutcher, Executive Assistant

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

City and Citizen Comments: No comments

Open Agenda: No items

Chair Russell noted it was National Administrative Professionals' Day and thanked Ms. Lutcher for her efforts on behalf of the County.

Consent Calendar

Commissioner Lindsay requested to move the Purchase Pre-Authorization Request for Helion Software to Business Items.

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

- 1. Accounts Payable dated April 26th in the amount of \$505,249.33*
- 2. Minutes: March 28th Regular and Work Session*
- 3. Resolution No. R-2018-7 – In the Matter of Assessment and Taxation Grant between Morrow County and Oregon Department of Revenue (to participate in the County Assessment Function Funding Assistance Grant)*
- 4. Title V Oregon Center for Children and Youth with Special Health Needs Subaward 1010448 Amendment 1, and authorize Chair Russell to sign on behalf of the County*
- 5. Oregon Health Authority Agreement #154659 Amendment 1, Environmental Health Services, and authorize the Public Health Director to sign on behalf of the County*
- 6. Multnomah Education Service District Contract #CO3011 – Medicaid Administrative Claiming, and authorize the Public Health Director to sign on behalf of the County*

Commissioner Lindsay seconded. Unanimous approval.

Business Items

Purchase Pre-Authorization Request – Helion Software, Inc.

Administrator Darrell Green explained the invoice was approved for payment since the items were on the IT Department's existing Replacement/Upgrade Schedule. [Helion Software, Inc. is

an Oregon company that sells servers designed for county Clerk and Assessor Offices, among other things.] Discussion.

Commissioner Lindsay moved to acknowledge the purchase of the Helion Server replacement, including other necessary equipment and licensing, total amount \$18,642.40, and authorize Chair Russell to sign on behalf of the County. Commissioner Doherty seconded. Unanimous approval.

Discussion regarding joint transportation efforts with Umatilla County

Anita Pranger, Coordinator, The Loop – Morrow County Transportation

Ms. Pranger and the Commissioners discussed the pros and cons of consolidating State transportation funding in partnership with Umatilla County and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR).

Commissioner Lindsay moved to create The Loop – Morrow County Transportation, Statewide Transportation Improvement Fund (STIF) Advisory Committee, adding Morrow County will continue to work cooperatively with Umatilla County and CTUIR. Commissioner Doherty seconded. Discussion – the Commissioners discussed the fact that nothing precludes Morrow County from joining with the other two entities in the future, but noted it does not make sense for Morrow County at this time. Unanimous approval.

Purchase and Sale Agreement – Parks Cabins from South Morrow Enterprises, L.L.C.

Matt Scrivner, Public Works Director

Justin Nelson, County Counsel

Commissioner Lindsay moved to purchase eight cabins located at the Off Highway Vehicle (OHV) Park and two cabins located at Cutsforth Park from South Morrow Enterprises, L.L.C. for the amount of \$60,000 with no additional cost to the County to participate or assist in the 1031 exchange. Commissioner Doherty seconded. Unanimous approval.

Commissioner Lindsay asked for and received verification that the \$2,000 check for existing reservations was received by the County. She also requested County Counsel review the 1031. Mr. Scrivner noted the keys were turned over, as well.

Award bid for Lexington Sand Equipment Shed/Storage Building Foundation Work; Approve Contract

Matt Scrivner, Public Works Director

Upon the recommendation of Public Works, Commissioner Doherty moved to award the bid for the Lexington Yard Building Foundation Project (Sand Equipment Shed/Storage Building) to Silver Creek Contracting, LLC for \$229,729.30. Commissioner Lindsay seconded. Unanimous approval.

Department Reports

Road Department Monthly Report

Mr. Scrivner reviewed the report for April.

Business Items, continued

Request to change work hours for a staff member

Judge Ann Spicer via telephone

Judge Spicer explained one of the two full-time Justice Court Clerks is requesting to reduce her hours to 24 per week. Judge Spicer said she believed the two employees could still complete the work in the office but she would like to try this for 60 days. She also said she does not want to lose either full-time position. The Commissioners expressed unease with maintaining the position as full-time when it now appears to be part-time. They agreed Judge Spicer can return in the future to present the case to make it full-time, at which time the current employee would resign.

Commissioner Lindsay moved to permanently reduce one Justice Court Clerk I position to 24 hours per week, effective May 1st. Commissioner Doherty seconded. Unanimous approval.

Approve Contract for Lexington Sand Equipment Shed/Storage Building Foundation Work, continued

Commissioner Doherty moved to approve the Contract for Morrow County Lexington Yard Building Foundation Project with Silver Creek Contracting, LLC. Commissioner Lindsay seconded. Unanimous approval.

Department Report, continued

Public Health Department Quarterly Report

Sheree Smith, Public Health Director

Ms. Smith reviewed her report. She commented the month of May will be busy with State reviews of the Department's various programs.

Clerk's Quarterly Report

The written report prepared by Clerk Bobbi Childers was reviewed. Ms. Childers was not scheduled to appear as this is a busy time in her office due to the upcoming election.

Human Resources Quarterly Report

Karen Wolff, Human Resources Director

Ms. Wolff reviewed her report of activity for the first quarter of 2018.

Break: 10:42 a.m.

Resumed: 10:45 a.m.

Surveyor's Quarterly Report

Stephen Haddock, Surveyor

Mr. Haddock reviewed his report. He also discussed a brochure he prepared to inform the public about property corner markers. He said it will be available at the Planning Department in Irrigon and the Public Works Department in Lexington and distributed to anyone inquiring about, or involved in, the permitting process, etc.

Correspondence

- Agenda for the April 27th meeting of the Energy Facility Siting Council in The Dalles

Commissioner Reports

- Commissioner Doherty discussed his upcoming meeting schedule.
- Commissioner Lindsay said she is working on a funding request to submit to the Association of Oregon Counties regarding Courthouse repairs. She said if Morrow County's proposal ranks in the top 10, it will go to the legislature, where a more detailed presentation will be made. She said she fully recognizes the historic nature of the Courthouse and would not be changing that. Chair Russell and Commissioner Doherty encouraged her to continue to pursue this option.
- Chair Russell provided an update from Monday's Solid Waste Advisory Committee meeting.
- The Commissioners each expressed appreciation to Mr. Green and Finance Director Kate Knop and her staff for the success of the Budget Hearings last week. They said the presentations were well done and things in-general went smoothly over the course of the three days.

Signing of documents

Adjourned Regular Meeting: 11:29 a.m.

11:29 a.m. Executive Session: Pursuant to ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations

11:50 a.m. Closed Executive Session: No decisions

11:51 a.m. Executive Session: Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

12:08 p.m. Closed Executive Session: No decisions

Adjourned: 12:08 p.m.