

Morrow County Board of Commissioners Meeting Minutes
May 2, 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
Roberta Lutcher, Executive Assistant

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

City and Citizen Comments: No comments

Open Agenda: Request to add Temporary Probation Support Position discussion

Consent Calendar

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

- 1. Accounts Payable dated May 3rd in the amount of \$73,914.53*
- 2. Minutes: April 11th Regular and Work Session*

Commissioner Lindsay seconded. Unanimous approval.

Department Reports

Treasurer's Monthly Report

Gayle Gutierrez, Treasurer

Ms. Gutierrez began by distributing copies of the draft Investment Policy submitted to the Oregon Short Term Fund (OSTF) Board for review last year. She still has not received official notification of its status, even after multiple inquiries. The Board asked Ms. Gutierrez to draft a letter to the OSTF questioning the length of time this has taken. Both she and the Commissioners will sign the letter after it's been submitted for BOC review. Ms. Gutierrez and the Commissioners also agreed to hold a Work Session to discuss the Investment Policy at greater length. Ms. Gutierrez then reviewed her monthly report.

Business Items

Review Concessionaire Contract for the OHV Landing Kitchen

Matt Scrivner, Public Works Director

The meeting was discussed that took place April 30th at the OHV Park with the prospective concessionaire, Barbara Richmond Harris and Jacob Richmond, Commissioner Russell, Mr. Scrivner and Greg Close, Parks General Manager. The group reviewed the contract and Ms. Harris and Mr. Richmond signed the agreement. Discussion.

Commissioner Doherty moved to approve the Morrow County Personal/Professional Services Contract – the Landing at Morrow/Grant County OHV Park with Barbara Richmond Harris and Jacob Richmond; effective April 30, 2018 through November 11, 2018, or when the County closes the Park; County will receive 10% of gross sales from the contractor for work described in the Statement of Work. Commissioner Lindsay seconded. Unanimous approval.

Statewide Transportation Improvement Fund (STIF) Advisory Committee Discussion

Anita Pranger, Coordinator, The Loop – Morrow County Transportation

Ms. Pranger asked the Board to decide between appointing a new STIF Advisory Committee with membership separate from the current Morrow County Special Transportation Fund (STF) Advisory Committee, or build upon the existing STF Advisory Committee. After discussion, the Board agreed to expand the existing committee and designate it the STIF Advisory Committee. Ms. Pranger explained several new appointments will be needed to meet the specific criteria of the State.

Commissioner Lindsay moved to use the current STF Advisory Committee as the basis for the STIF Advisory Committee, with the addition of the other required members by the State. Commissioner Doherty seconded. Unanimous approval.

Letter of support to seek grants for Courthouse repairs

Darrell Green, Administrator

Mr. Green described the work being done by Commissioner Lindsay to compile a packet to present to the Association of Oregon Counties, Court Facilities Task Force, in the hope of making it to the next level – a presentation to the legislature for funding. He stressed any funds received would be used to improve, repair, and make the Courthouse more usable, not replace it. Brief discussion.

Commissioner Doherty moved to approve signing the letter of support to the Association of Oregon Counties, Court Facilities Task Force. Commissioner Lindsay seconded. Unanimous approval.

Temporary Probation Support Position

Karen Wolff, Human Resources Director

Ms. Wolff explained a Parole & Probation (P&P) employee has not been in the office since December and the leave status could possibly continue for an extended period of time. She said P&P is asking for a temporary position to provide administrative assistance, and added there is adequate funding within P&P's contingency line.

Commissioner Doherty moved to create the Probation Support position in the Sheriff's Office; assign the same wage rate as other Temporary positions in the Sheriff's Office, \$18 per hour, no benefits; and approve filling the Probation Support position as a Temporary employee. Discussion: Commissioner Lindsay asked about the possibility of this becoming a permanent position. Ms. Wolff assured her that could not take place without the Board's approval.

Commissioner Lindsay asked that it be made clear this is approving a temporary Probation Support position only. Commissioner Doherty moved to withdraw his motion. The original motion died for lack of a second.

Commissioner Lindsay moved to create, temporarily, a Probation Support position in the Sheriff's Office at \$18 per hour; and fill it as a Temporary employee. Commissioner Doherty seconded. Unanimous approval.

Department Reports

Administrator's Monthly Report

Administrator Darrell Green said a great deal of activity in April centered on matters leading up to the Budget Committee Meetings. North County facility planning continued to be a focus, as well.

Sheriff's Office Monthly Report

Melissa Ross, Administrative Lieutenant

The Commissioners reviewed the report and asked several questions about the Active Shooter Drill at Riverside High School on April 13th.

Assessment & Tax Quarterly Report

Mike Gorman, Assessor/Tax Collector

Mr. Gorman reviewed his report and discussed an item that recently came to his attention. It involves a discrepancy with the legal description of a property in Heppner the County acquired through foreclosure (former Sally Marlatt property). He said Assessment & Tax staff, the County Surveyor and County Counsel are working to resolve the problem that now impacts the neighboring landowner. Mr. Gorman said it can be resolved by cleaning up the legal descriptions through a Quitclaim Deed, at no cost to the owner of the neighboring lot. The County is now awaiting a response from that owner and Mr. Gorman said he will report back to the Board.

Break: 10:08 a.m. **Resumed:** 10:16 a.m.

Correspondence

- Invitation to the Centennial Celebration and Gallery Opening of Oregon State University Extension, Morrow County, May 5th at the SAGE Center
- Letters from Assessor/Tax Collector Mike Gorman to the Special Districts regarding Special Resolutions from Business Oregon pertaining to the distribution of Community Service Fees for Wheatridge Wind Energy and PGE Carty

Commissioner Reports

- Commissioner Doherty discussed meetings last Thursday with Governor Kate Brown and staff while visiting Blue Mountain Community College. He said he had the opportunity to visit with the Governor concerning STEAM programs (Science, Technology,

Engineering, Arts and Mathematics), workforce training, and Strategic Investment Program funds.

Commissioner Doherty also said he is researching the Brownfields Program and if it is relevant to Morrow County. [Taken from the U.S. Environmental Protection Agency website: “A Brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. It is estimated that there are more than 450,000 Brownfields in the U.S. Cleaning up and reinvesting in these properties increases local tax bases, facilitates job growth, utilizes existing infrastructure, takes development pressures off of undeveloped, open land, and both improves and protects the environment.”] He said he will report his progress in the near future.

- Commissioner Lindsay updated the Board on a CAPECO (Community Action Program of East Central Oregon) meeting and the status of hiring a Morrow County Coordinator for LPSCC (Local Public Safety Coordinating Council). An offer has been extended to an applicant, she said.
- Chair Russell discussed several meetings he attended, including the Solid Waste Advisory Committee, Columbia Development Authority, and the meeting with County staff at The Landing with the concessionaire. He also accompanied the Governor on her tour of the Umatilla Army Depot.

Community Counseling Solutions (CCS) Update

Kimberly Lindsay, Executive Director

Ms. Lindsay distributed copies of multiple handouts and reviewed them with the Board, such as the CCS 2018-2020 Strategic Plan; statistics for Lakeview Heights Secure Residential Treatment Facility; and Morrow County 2017-2018 Enrollment Data. Various discussions took place.

Recessed to review furnishings at the Gilliam-Bisbee Building: 11:25 a.m.

Resumed Regular Meeting: 1:33 p.m.

1:33 p.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

2:13 p.m. Closed Executive Session: No decisions

Adjourned: 2:13 p.m.