

**Morrow County Board of Commissioners Meeting Minutes**  
**June 20, 2018**  
**Port of Morrow Riverfront Center, Wells Springs Room**  
**Boardman, Oregon**

**Present**

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

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

**City and Citizen Comments:** No comments

**Open Agenda:** No items

**Consent Calendar**

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

1. *Accounts Payable dated June 21<sup>st</sup> in the amount of \$170,889.27; Five Payroll Payables: Monthlies dated June 1<sup>st</sup> in the amount of \$179,581.62; Immediates & Electronic dated June 6<sup>th</sup> in the amount of \$155,555.53; Employee Final Dated May 23<sup>rd</sup> in the amount of \$1,671.15; Employee Final dated June 15<sup>th</sup> in the amount of \$1,928.05; HRA VEBA dated June 6<sup>th</sup> in the amount of \$2,750.*
2. *Minutes: April 25<sup>th</sup> Executive Sessions #1 and #2.*
3. *Quitclaim Deed – Morrow County releases and quitclaim to Port of Morrow all right, title and interest in that real property situated in Morrow County described as: A strip of land, variable in width, in Section 10, Township 4 North, Range 25 East, W.M., County of Morrow, State of Oregon and being more particularly described as follows: Commencing at the East quarter corner of said Section 10; thence South 1° 09' 00" East along the East line of said Section 10 a distance of 566.59 feet; thence South 88° 01' 00" West 15.00 feet to Station 14+75.54 feet and the true point of beginning for this description; thence North 1° 09' 00" West 460.00 feet to Station 19+35.54 and point of curvature; thence along the arc of a 100.00 foot radius curve to the left (through a central angle of 98° 00' 00") a distance of 171.04 feet to Station 21+06.58 and point of tangency; thence South 80° 01' 00" West 515.00 feet to Station 26+21.58 and point of curvature; thence along the arc of a 50.00 foot radius curve to the right (through a central angle of 78° 03' 00") a distance of 68.11 feet to Station 26+89.69 and point of tangency; thence North 21° 56' 00" West to the centerline of Columbia Boulevard. Subject to, but not limited to, the following exceptions known to the Grantor: Any potential interest held by heirs, assigns, or transferees of Joseph M. Tatone and Alice M.*

*Tatone, as specified in the December 18, 1985 Statutory Bargain and Sale Deed M-26022.*

4. *Order No. OR-2018-7: An Order to Remove Dedication of a County Road. Whereas the Port of Morrow has requested a road vacation of the unnamed road subject to the items recorded as M-26022 and M-26023. Now therefore be it ordered that the Morrow County Board of Commissioners reverses the Order recorded as M-26023 to effectively remove the dedication of the road described as part of M-26023.*
5. *Barnett & Moro, P.C. Audit Engagement Letter, estimated audit fee \$32,004 as a base, which will increase by any respective increase in the June Consumer Price Index.*
6. *Third Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Mental Health, Substance Use Disorders, and Problem Gambling Services Agreement #153133, amending Service Element #37 by an increased amount of \$158,333.33, and authorize Chair Russell to sign on behalf of the County.*
7. *Resolution No. R-2018-14: In the Matter of Adopting the Budget, Making Appropriations, Imposing and Categorizing the Taxes for Fiscal Year 2018-2019 in the sum of \$37,857,309.*
8. *Professional Services Contract between Morrow County and Helion Software, Inc. for Assessment and Taxation Computer Software Services; effective July 1, 2018 – June 30, 2019; not to exceed amount of \$47,487; and authorize Assessor/Tax Collector Mike Gorman to sign on behalf of the County.*

*Commissioner Lindsay seconded. Discussion: Commissioner Lindsay requested the contract for audit services be put out for consideration at the end of the term of the contract with Barnett & Moro. Unanimous approval.*

## **Business Items**

### Discussion - Eastern Oregon Counties Association Dues

After discussion as to the merits of continued membership, the Board agreed to process the invoice, in the amount of \$10,000 for Fiscal Year 2018-19, in the next Accounts Payable run.

### Update on Mental Health Contract Amendments

Kimberly Lindsay, Executive Director, Community Counseling Solution (CCS)

Rick Worden, Chief Financial Officer, CCS

Danielle Kuhn, Mental Health Specialist, CCS

Tiah Devin, Contracted Service Provider for CCS

Up for discussion were the recent contract amendments to Agreement #153133: 2017-2019 Intergovernmental Agreement for the Financing of Community Mental Health, Substance Use Disorders, and Problem Gambling Services between the State and the County. CCS is the County's contracted provider for these services. The CCS representatives reviewed the amendments, dollar amounts, and services provided under the programs affected by the amendments.

Finance Director Kate Knop then discussed the \$29,215.24 in tax dollars from the Oregon Marijuana Account. She said if approved by the Board, these and future funds would be passed through to CCS. Various discussions.

*Commissioner Doherty moved to approve the pass through of the Oregon Marijuana Account dollars (\$29,215.24 for the first three quarters of Fiscal Year 2017-2018) to Community Counseling Solutions per ORS 430.610 and ORS 430.630. Commissioner Lindsay seconded. Unanimous approval.*

**Break:** 10:00 a.m.    **Resumed:** 10:06 a.m.

#### Human Resources Positions

Darrell Green, Administrator

Mr. Green reviewed the prior decision to simultaneously recruit for either a Human Resources Director or a Human Resources Manager. He said the job description for the HR Manager, when compared to the HR Director, has reduced education and experience requirements, omits supervisory responsibilities and reports to the Finance Director, for example. Discussion.

*Commissioner Lindsay moved to approve the updated Human Resources Director job description with the change noted: page 4; VI. Other Functions; A. Coordinate special projects at the direction of the ~~BOC~~ County Administrator. Commissioner Doherty seconded. Unanimous approval.*

*Commissioner Doherty moved to approve the Human Resources Director pay range of 23 on the Management Wage Scale. Commissioner Lindsay seconded. Unanimous approval.*

*Commissioner Lindsay moved to approve the new job description for a Human Resources Manager. Commissioner Doherty seconded. Unanimous approval.*

*Commissioner Doherty moved to approve the Human Resources Manager pay range of 16 on the Management Wage Scale. Commissioner Lindsay seconded. Discussion took place on the idea of someone being hired as an HR Manager and possibly working up to the HR Director position. Commissioner Lindsay commented she could see it belonging under Finance. Commissioner Doherty said a discussion needs to take place relative to The Loop and Veterans Services also coming under something different. Unanimous approval.*

#### District Attorney Boardman Office Vehicle Replacement Request

Justin Nelson, District Attorney

Mr. Nelson discussed his request to replace one of the three vehicles for his office, a 2007 Dodge Durango with 166,152 miles. Extensive discussions took place on past and current budget processes and past practice for vehicle procurement. Mr. Green also pointed out that he plans to bring forward a fleet management policy and updates to other existing policies, such as the travel policy.

*Commissioner Doherty moved to direct the District Attorney to work with the Administrator to surplus this vehicle and replace it, with final disposition to come back before the Board. Continued discussion about budget procedures. Motion died for lack of a second.*

### **Correspondence**

- Notice from the Department of Revenue certifying Morrow County's participation in the County Assessment Function Funding Assistance grant program.
- Email from Senator Bill Hansell inviting elected officials in Morrow, Gilliam, Sherman and Wasco Counties to a meeting on July 12<sup>th</sup> in Arlington to discuss potential legislation for the 2019 Legislative Session.
- Update to the Navy's approval schedule for the Boardman to Hemingway Transmission Line Project.

### **Commissioner Reports**

- Commissioner Doherty reported on the Wasco County Veterans Tour in The Dalles; and a joint meeting of the Northeast Area Commission on Transportation and the Southeast Area Commission on Transportation in Baker.
- Chair Russell said he plans to attend the Energy Facility Siting Council meeting where the Wheatridge Wind Energy project will be on the agenda. The Commissioners then discussed the proposed "green energy corridor."

### **Signing of documents**

**Adjourned:** 11:13 a.m.