

**Morrow County Board of Commissioners Meeting Minutes**  
**July 11, 2018**  
**Irrigon Branch of the Oregon Trail Library District, Community Room**  
**Irrigon, Oregon**

**Present**

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

**Excused**

Commissioner Jim Doherty

**Call to Order and Pledge of Allegiance:** 9:01 a.m.

**City and Citizen Comments:** No comments

**Open Agenda:** No items

**Consent Calendar**

Carla McLane, Planning Director, requested to remove items related the Buildable Lands Inventory and Housing Analysis to Business Items. Commissioner Lindsay requested to do the same with the Columbia Development Authority invoice.

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

1. *Accounts Payable dated July 5<sup>th</sup> in the amount of \$244,393.09, and July 12<sup>th</sup> in the amount of \$693,033.62; July 2018 Retirement Taxes dated July 5<sup>th</sup> in the amount of \$18,767.41; Payroll Payables, Immediates & Electronic dated June 19<sup>th</sup> in the amount of \$167,821.64; 2018-19 SAIF Corporation Manual Check dated July 3<sup>rd</sup> in the amount of \$91,384.66*
2. *Minutes: May 30<sup>th</sup>; June 6<sup>th</sup>; June 13<sup>th</sup>*
3. *To take no action, thereby allowing favorable recommendations to the Oregon Liquor Control Commission for the following liquor license renewal applications: Love's Travel Stop #650, Boardman; Willow Run Golf Course, Boardman*
4. *Request from Public Works to surplus 1992 Cushman Cart, model number MKODEL 220, Vehicle Identification Number 1CUNH2229NL00133B; sold by sealed bid to Buz Wainwright for the amount of \$128.50*
5. *U.S.D.A. Animal and Plant Health Inspection Service, Wildlife Services, Work and Financial Plan, effective July 1, 2018 - June 30,2019, agreement amount \$54,000; and Cooperative Service Agreement; and authorize Chair Russell to sign both documents on behalf of the County*
6. *Fourth Amendment to Oregon Health Authority 2017-2019 Intergovernmental Agreement for the Financing of Mental Health, Substance Use Disorders, and Problem Gambling*

*Services Agreement #153133; and authorize Chair Russell to sign on behalf of the County*  
*Chair Russell seconded. Unanimous approval.*

### **Business Items**

#### Buildable Lands Inventory and Housing Analysis – Personal Services Agreement; Scope of Work; Budget

Carla McLane, Planning Director

Ms. McLane and County Counsel Justin Nelson outlined two minor punctuation changes since the agreement was sent out as part of the Agenda Packet.

*Commissioner Lindsay moved to approve the Personal Services Agreement with Angelo Planning Group for work on the Buildable Lands Inventory and Housing Analysis as outlined in the Scope of Work and Budget, and in accordance with the Intergovernmental Agreement between the County and the following communities: Boardman, Heppner, Ione, Irrigon and Lexington. Chair Russell seconded. Unanimous approval.*

#### Columbia Development Authority (CDA) Invoice

After discussing the required match, partner entities (Morrow County, Umatilla County, Port of Morrow, Port of Umatilla, Confederated Tribes of the Umatilla Indian Reservation), and how payments were designed to decrease over time, Chair Russell said it may be of benefit to have Greg Smith, Director of CDA, provide an update to the Board. He said Mr. Smith was scheduled to meet with CTUIR, which could bring the process of transferring the Umatilla Depot land to the partner entities one step closer.

*Commissioner Lindsay moved to approve the CDA Invoice in the amount of \$4,620, to be paid to the Port of Morrow as fiscal agent for CDA. Chair Russell seconded. Unanimous approval.*

#### Oregon Liquor Control Commission Temporary Sales License Application from the Oregon Trail Pro Rodeo

*Commissioner Lindsay moved to approve the OLCC Temporary Sales License – Nonprofit Application from the Oregon Trail Pro Rodeo, event dates August 17-19. Chair Russell seconded. Unanimous approval.*

#### Purchase Pre-Authorization Request from Public Works – 2002 Volvo truck

Eric Imes, Assistant Road Master, Public Works

Mr. Imes explained the purchase of the truck with scissor lift and boom would off-set the cost of hiring a contractor to put up the Boardman Sand Shed Building framework. Beyond that, it can be used to transport and place material and equipment for upcoming bridge work. The truck would make jobs safer and reduce the risk of injury and/or accident, he said, and there is an opportunity to modify it into a hook truck, which further diversifies its uses.

*Commissioner Lindsay moved to approve the purchase of a 2002 Volvo knuckle boom truck from State Surplus in the amount of \$55,000; and authorize Chair Russell to sign on behalf of the County. Chair Russell seconded. Unanimous approval.*

Discussion – Statewide Transportation Improvement Fund (STIF) Advisory Committee Bylaws and Appointments

Anita Pranger, Coordinator, The Loop

The Board requested a few changes to the draft bylaws presented by Ms. Pranger. She said meetings will take place next week of the The Loop – Morrow County Transportation Advisory Committee, immediately followed by a meeting of the new STIF Advisory Committee. She said the updated draft bylaws will be presented to both committees for review and brought back to the BOC in the near future.

Discussion – Access through County property to proposed coffee trailer in Boardman

Carla McLane, Planning Director

As background, Ivonne Navarro recently presented her idea to locate a coffee stand in the parking lot of The Sunrise at Boardman. The drive through traffic would travel over a County-owned gravel access behind the Public Health Department Building. Ms. McLane said Ms. Navarro can move forward with the permitting process with the City of Boardman but the County would attach conditions through a Use Agreement with her. That agreement would spell out the type of use, place of use, and would require a plot plan, which has not been provided yet. The Board agreed to suspend activity by staff until a completed request has been received from Ms. Navarro.

**Department Reports**

Planning Department Monthly Report

Ms. McLane provided her report for the Board.

Justice Court Quarterly Report

No report at this time.

Sheriff's Office Monthly Report

Administrative Lieutenant Melissa Ross

Lt. Ross reviewed the report, which included statistics for 2018 as compared to 2017, as previously requested by Chair Russell.

County Counsel/District Attorney Quarterly Report

Justin Nelson, County Counsel/DA

Mr. Nelson reviewed his report and responded to questions.

**Update from Crow Engineering – Irrigon Facility Planning**

Matt Jones, Crow Engineering

Mr. Jones reviewed his latest plans, which more clearly showed the square footage devoted to each department. Commissioner Lindsay voiced her objections to the size at 15,000 square feet and urged her fellow Commissioners to make a decision, one way or the other. After much discussion, Administrator Darrell Green said as a way of comparison, it might be beneficial for the Board to see the amount of square footage needed for existing staff, using current code requirements and standards. Mr. Jones was also asked to produce a new plan that reduces the lobby, conference room and Justice Court spaces by half.

### **Correspondence**

- Letter from the Secretary of the Interior notifying the County it will receive a \$376,474 PILT program payment (Payment in Lieu of Taxes)
- Letter to Judges and Commissioners in eastern Oregon that the Umatilla County Board of Commissioners voted unanimously to end its involvement in the Eastern Oregon Counties Association
- Flyer on how to receive emergency alerts and community notification from Morrow County using the AlertSense notification system

### **Commissioner Reports**

- Chair Russell discussed the Energy Facility Siting Council meeting he attended in Salem; described U.S. Senator Jeff Merkley's Morrow County Town Hall meeting as poorly attended; and said he took in a meeting at Threemile Canyon Farms to discuss production farming with a reporter and other business representatives. He also reported on a meeting with State Senator Bill Hansell and U.S. Representative Greg Walden that included a tour of the Tillamook cheese processing facility in Boardman. He said he learned several interesting facts, such as Tillamook plans to expand to an adjacent property, and it takes 60,000 cows to supply the milk needed each day there.

### **Signing of documents**

**12:53 p.m. Executive Session:** Pursuant to ORS 192.660(2)(f) – To consider information or records that are exempt by law from public inspection

**1:33 p.m. Closed Executive Session:** No decisions

**Adjourned:** 1:33 p.m.