

Board of Commissioners Meeting Minutes
August 22, 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
Karmen Carlson, Human Resources Director
Justin Nelson, 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: Commissioner Doherty welcomed the new Human Resources Director, Karmen Carlson to the meeting.

Consent Calendar

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

- 1. Accounts Payable dated August 23rd in the amount of \$202,381.58; Two Payroll Payables, Immediates & Electronic: dated August 15th in the amount of \$156,469.73; Employee Finals dated August 7th in the amount of \$1,441.39; August Retirement Taxes dated August 3rd in the amount of \$18,767.41; Three Void Checks dated August 3rd & 16th, totaling \$56,096; CIS Trust Retirement Premium manual check dated August 6th in the amount of \$249,915.26; Columbia Improvement District manual check dated August 1st in the amount of \$1,000; SPI/HAAS & Wilkerson Insurance manual check dated August 1st in the amount of \$3,678*
- 2. Minutes: August 1st, August 8th, August 15th*

Commissioner Lindsay seconded. Unanimous approval.

Business Items

Emergency Management/Wildfire Update

Undersheriff John Bowles

Rusty Estes, Heppner Fire Chief

Matt Scrivner, Public Works Director

Undersheriff Bowles reviewed his “After Action Report and Corrective Action Plan for the Hinton Creek Fire Incident – July 17, 2018” using visual aids that also included photos of the fire in progress and its aftermath. The fire burned approximately 20,000 acres of grass/pasture land. Some of the comments from the presenters were:

- Winds that day were constant between 23-30 miles per hour.

- The thick smoke on the roadways severely impacted visibility, and if Mr. Scrivner and his crew hadn't arrived to direct and stop traffic, the outcome could have been very different.
- It was an amazing accomplishment the fire did not jump the road as the heat felt there was extreme.
- The fire came "too close for comfort" to Blake Ranch.
- It was fortunate the winds were not blowing toward Heppner.
- The farmers and ranchers who responded with labor and equipment were well organized and worked as a unit. Without that kind of volunteer support, the situation would have been a lot worse.
- Life safety is the number one priority...then we chase the grass fire.
- All of the emergency service agencies in Morrow County work very well together.
- Within 24 hours of the fire, State and Federal partners were already moving forward with air seeding to mitigate the loss.

Undersheriff Bowles' report listed the Primary Response Agencies as: Heppner Fire Department, Morrow County Sheriff's Office, Morrow County Emergency Management, Morrow County Road Department/Public Works, and Oregon Department of Transportation. The Supporting Agencies were: Oregon State Police, Morrow County Parks, Columbia Basin Electric Cooperative, Lexington Fire Department, Ione Fire Department, Boardman Fire Department/Station 7, Pilot Rock Fire Department, East Umatilla County Fire Department, Pendleton Fire Department, Hermiston Fire Department, Stanfield Fire Department, Helix Fire Department, South Gilliam County Fire Department, Oregon Department of Forestry (Pendleton and Fossil), and the U.S. Forest Service.

First Reading – Ordinance ORD-2018-2: Adopting the Parks Master Plan

Carla McLane, Planning Director

By consensus, the Board agreed ordinance documents do not need to contain the names of people who offered testimony as it could make for a lengthy ordinance, and the information is already captured in the minutes of the meeting.

Ms. McLane provided the First Reading by title:

"An Ordinance Adopting the Morrow County 2018-2038 Parks Master Plan as a Reference Document in Support of Goal 8, Recreation, and Goal 4, Forest Use"

First Reading – Ordinance ORD-2018-3: Adopting the Heideman Aggregate

Carla McLane, Planning Director

Ms. McLane provided the First Reading by title:

"An Ordinance Amending the Morrow County Comprehensive Plan, Specifically the Inventory of Natural Resources – Aggregate and Mineral Resources, Adding the Heideman Aggregate Site"

Order No. OR-2018-10: Adopting a Fee Schedule for Morrow County

Darrell Green, Administrator

Mr. Green reviewed some of the changes since the last update, such as the fee increases in the Public Health Department schedule, and a new fee requested by the Surveyor. The Board decided to remove the Affidavit of Correction Review fee on the Surveyor's schedule until they could obtain more information from Surveyor Stephen Haddock. Mr. Green also said the intent is to update the Fee Schedule in another six months.

Commissioner Doherty moved to adopt Order No. OR-2018-10 – In the Matter of Adopting a Fee Schedule for Morrow County, with the exception of the \$100 Affidavit of Correction Review fee in Table M, Surveyor Fees. Commissioner Lindsay seconded. Unanimous approval.

Break: 10:25 a.m. **Resumed:** 10:31 a.m.

Order Numbers OR-2018-11 through 13 – To Auction County-Owned Properties

Mike Gorman, Assessor/Tax Collector

Mr. Gorman explained the first property is the house in Heppner at 640 Elder Street that had a Senior Deferral Lien against it and the County sought a reduced redemption period. The other two properties are on Cain Lane, which is southwest of Irrigon.

Chair Russell asked Mr. Gorman for his recommendation as to the value the Board should set on the three properties. Mr. Gorman recommended reducing his estimated values by half if the County wants to sell the properties. Discussion.

Commissioner Lindsay moved to approve Order No. OR-2018-11 – In the Matter of Real Property Owned by Morrow County and Directing Sheriff to Conduct Sale; property described in Exhibit A as 640 Elder St., Heppner, Account 45, Map & Tax Lot Numbers 2S2626CC-3300; minimum bid of \$15,000 will be required. Commissioner Doherty seconded. Unanimous approval.

Commissioner Lindsay moved to approve Order No. OR-2018-12 – In the Matter of Real Property Owned by Morrow County and Directing Sheriff to Conduct Sale; property described in Exhibit A as 74609 Cain Lane, Account 2461, Map & Tax Lot Numbers 5N2635C-208; minimum bid of \$11,770 will be required. Commissioner Doherty seconded. Unanimous approval.

Commissioner Lindsay moved to approve Order No. OR-2018-13 – In the Matter of Real Property Owned by Morrow County and Directing Sheriff to Conduct Sale; property described in Exhibit A as Cain Lane, Account 10185, Map & Tax Lot Numbers 5N2635C-227; minimum bid of \$11,770 will be required. Commissioner Doherty seconded. Unanimous approval.

Purchase Pre-Authorization Requests from Public Works: 2018 Superior Road Broom, Public Works Shop Heating System, Caterpillar 315F Excavator

Matt Scrivner, Public Works Director

Eric Imes, Assistant Road Master

2018 Superior Road Broom

Commissioner Doherty moved to approve the Purchase Pre-Authorization request from Public Works for a 2018 Superior DT74J Broom from Pape Machinery in the amount of \$61,600, and authorize Chair Russel to sign on behalf of the County. Commissioner Lindsay seconded. Unanimous approval.

Public Works Shop Heating System

Commissioner Lindsay moved to approve the Purchase Pre-Authorization request from Public Works for an oil heating system for the Public Works Shop from NuEra in the amount of \$8,810, and authorize Chair Russell to sign on behalf of the County. Commissioner Doherty seconded. Unanimous approval.

Caterpillar 315F Excavator

Mr. Scrivner explained the County owns a large excavator but the 315F is small enough to work within just one lane of a road. Mr. Imes added bringing in the 315F will prolong the life of the larger excavator.

Commissioner Lindsay moved to approve the Purchase Pre-Authorization request from Public Works for a 2017 Caterpillar 315F Track Excavator from Western States in the amount of \$206,258.38, and authorize Chair Russell to sign on behalf of the County. Commissioner Doherty seconded. Unanimous approval.

Department Reports

Road Report

Mr. Imes provided the Road Report for August 2018. He mentioned the Oregon Department of Transportation Small City Allotment Program will receive more funding next year. Morrow County Road Department does the road work for the County's small communities and gets reimbursed by funds from this program.

Correspondence

- Notice of regional meetings in Oregon to learn about the importance of maps and geographic information to government entities
- Press release from Morrow County District Attorney Justin Nelson that Victim Assistant Deona Seix received the 2018 Oregon District Attorneys Association Excellence in Victim Advocacy Award. Ms. Seix joined the BOC meeting and Mr. Nelson took the opportunity to list the reasons he put forth her nomination. The Board congratulated Ms. Seix and gave her a round of applause.

Commissioner Reports

- Commissioner Lindsay said she appreciated the County staff who attended and provided input at the Heppner Local Citizens/Business Community Meeting on August 20th. She said the meeting was well attended and had to be moved from its original location to a larger venue. It was good evidence of the County, community and City coming together

to talk about issues that need to be fixed. She said a committee was formed and some actions plans will be developed.

- Chair Russell said the Columbia River Enterprise Zone II Board met yesterday and entered into a contract with Greg Sweek to be the Enterprise Zone Manager. Chair Russell reported the Columbia Development Authority will meet next week to negotiate with the representatives on the CDA from the Confederated Tribes of the Umatilla Indian Reservation. The group needs to come to an agreement on the terms of the transfer of the depot land in order to avoid BRAC (Base Realignment and Closure) stepping in to dictate the terms.

Lunch Break: 11:30 a.m. **Resumed:** 1:05 p.m.

Business Items, continued

Public Health Department Triennial Review Findings

Sheree Smith, Public Health Director

Danna Drum, State Liaison, Oregon Health Authority (OHA)

Ms. Drum said Morrow County had an excellent review with very few compliance findings. She went on to provide an overview of the following:

- Roles and responsibilities of the Local Public Health Authority and its Governing Body (Board of Commissioners)
- OHA agreements with the County
- Areas of Strength
- Areas for Improvement (Fiscal – monitor fiscal compliance of Community Counseling Solutions concerning the School Based Health Center. Immunizations – policy requiring all immunizing staff complete at least one hour of immunization-related continuing education annually; review patients on statewide recall list and update records and statewide information system)
- Morrow County and Public Health Modernization
- Opportunities – meaning share Public Health successes, and increase coordination with the Association of Oregon Counties, the Conference of Local Health Officials and OHA

Various discussions.

Adjourned: 1:45 p.m.