

**Morrow County Board of Commissioners Meeting Minutes**  
**September 5, 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/D.A.

Roberta Lutcher, Executive Assistant

**Call to Order & 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. *Two Accounts Payable: August 30<sup>th</sup> in the amount of \$206,931.69, and September 6<sup>th</sup> in the amount of \$214,438.78; Manual Checks: August 24<sup>th</sup> to Coast to Coast Carports, \$2,301; August 27<sup>th</sup> to Susan Wolf (Fair Cleaning), \$1,500; August 30<sup>th</sup> to CCS, \$11,489.40; Chevron & Texaco, \$268.72; Morrow County Assessor, \$55; Morrow County Clerk, \$106; Pioneer Construction, \$178,239.68; Payroll Payables dated August 28<sup>th</sup> in the amount of \$164,119.26*
2. *Minutes – August 22<sup>nd</sup>*
3. *Amended Order No. OR-2018-7: An Order to Remove Dedication of a County Road*
4. *Extension of Janitorial Contract with Patriot Building & Grounds Maintenance, ending September 27, 2020*
5. *Jail Use Agreement with Umatilla County, effective July 1, 2018 and shall renew on a fiscal year basis; \$59 per day per prisoner; \$430,700 to reserve at all times in the Umatilla County Jail the 20 daily beds for the year to house County prisoners for the period from the date of this contract through June 30, 2019. Any beds in excess of 20 will be invoiced, and if less than the 20 daily beds, Morrow County will receive a credit.*

*Commissioner Lindsay seconded. Unanimous approval.*

**Business Items**

Award Bid – Ione-Boardman Road Project

Sandi Pointer, Public Works Management Assistant

Ms. Pointer informed the Board one bid was received for the project and said Public Works recommended the contract be awarded to Granite Construction Company.

*Commissioner Lindsay moved to accept the bid from Granite Construction Company for the Ione-Boardman Road Project – bid amount \$486,698. Commissioner Doherty seconded. Unanimous approval.*

Second Reading & Adoption – Ordinance ORD-2018-2: Parks Master Plan

Carla McLane, Planning Director

Ms. McLane provided the second 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”

*Commissioner Doherty moved to adopt Ordinance ORD-2018-2: 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. An emergency has been declared and the Parks Master Plan will be effective in 30 days, or on October 5, 2018. Commissioner Lindsay seconded. Unanimous approval.*

Second Reading & Adoption – Ordinance ORD-2018-3: Heideman Aggregate

Commissioner Lindsay relocated to the audience and recused herself from participation, which was also noted by Chair Russell for the record.

Ms. McLane provided the second 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”

*Commissioner Doherty moved to adopt Ordinance ORD-2018-3: An Ordinance Amending the Morrow County Comprehensive Plan, specifically the Inventory of Natural Resources – Aggregate and Mineral Resources, adding the Heideman Aggregate Site. Chair Russell seconded. Aye: Chair Russell, Commissioner Doherty. Recused: Commissioner Lindsay. Motion carried.*

Appoint Morrow County Alternate Position to the Columbia River Enterprise Zone II Board

Chair Russell explained Greg Sweek served as alternate but turned in his resignation after accepting the position of Enterprise Zone Manager. The appointee will serve the remainder of Mr. Sweek’s term, he said. The Commissioners discussed making the appointment today or opening it up to applicants. They came to the conclusion that by appointing the County Administrator, it would more closely reflect the membership of the partner entities (City of Boardman and the Port of Morrow).

*Commissioner Doherty moved to appoint County Administrator Darrell Green to serve the remainder of Greg Sweek’s term as the Morrow County Alternate on the Columbia River Enterprise Zone II Board, which expires December 31, 2019. Commissioner Lindsay seconded. Unanimous approval.*

**Department Reports**

Administrator’s Monthly Report

Mr. Green highlighted a few activities from August:

- Karmen Carlson, new Human Resources Director started August 20<sup>th</sup>

- Irrigon Facility Planning – proceeding to the Request for Proposals process for Engineering and Design Services
- Served on the hiring committee for the Port of Morrow General Manager
- Met with other staff and representatives of NextEra Energy regarding the Wheatridge Wind Energy project
- Participated as “judge” at the Road Skills Demo at Public Works, held to determine who advances to the State level conference and competition

### Sheriff’s Office Monthly Report

Undersheriff John Bowles

Administrative Lieutenant Melissa Ross

Statistics in the report for August included:

- Total Arrests: 46
- Motor Vehicle Accidents: 17
- Concealed Handgun Licenses: 9
- Civil Paper Service: 81
- Traffic Stops: 189

### Treasurer’s Monthly Report

In the absence of Treasurer Gayle Gutierrez, the Board primarily discussed one item in her report regarding the recent investment of County funds. Quoting from the report: “On the investment front, I purchased a non-callable 14 month bond with a yield of 2.520071 using the funds from the Finley Buttes Closure Fund. The yield should be approximately \$28,000.00.”

- Commissioner Doherty said he was pleased to see funds are being invested, but asked the status of the Investment Committee that was discussed earlier in the year.
- Commissioner Lindsay said her research into Oregon Revised Statutes indicated investments shall be made with the “blessing” of the governing body. In addition, she said in looking at the records she was able to access, she could not see the source of the funds that were invested. She asked Finance Director Kate Knop if she knew the answer. Ms. Knop replied she was not aware of funds being invested until she saw this report by Ms. Gutierrez. Commissioner Lindsay said it was her understanding an account at US Bank was opened for the purpose of investments, but that account does not show up on the report. Who reconciles that account, she asked. Ms. Knop said Finance does not, adding her office does not have access to, or reconcile all accounts, which should be under the scope of Finance to ensure a separation of duties. Commissioner Lindsay said more than one person needs to have access to the State Treasury Pool, adding she brought this up more than a year and a half ago. (Morrow County’s balance at the State Treasury Pool is \$13,113,685.) Commissioner Lindsay proposed both the Finance Director and Treasurer have the ability to look at the State Treasury Pool account, and that the necessary paperwork to do so be completed in the next two weeks. She said it’s not acceptable that only one person is aware when a million dollars has been moved. She said this is a legitimate request, with which no one in the County could disagree.

- Chair Russell said the transparency is not there. Ms. Gutierrez is doing her job but she wants to be completely independent as she does her job. He said he didn't want to micro-manage her, but at the same time, he wanted to make sure money is put into the proper accounts and that the County still has control over them. He asked that the matter be followed up in a meeting involving Mr. Green, Ms. Knop and Ms. Gutierrez. He also agreed that more than one person needs to have access to the accounts.
- Commissioner Doherty commented that more transparency is better. He concluded by saying it is best when a Finance Department and Treasurer's Office work together "hand-in-glove."

### **Correspondence**

- Letter from an anonymous writer regarding the South Transfer Station. The writer expressed concern about a "member of the public...dumpster diving..." Ms. Pointer informed the Board such practice is prohibited and is posted as such. Commissioner Doherty said if a person is not willing to go on the record, he had no interest in discussing an anonymous letter.
- Email from the Association of Oregon Counties regarding the Product Tasting during the Annual Conference in November. County representatives were asked to start gathering their county's best products to showcase during the tasting. Discussion.

### **Commissioner Reports**

- Commissioner Doherty attended the various Town Hall meetings throughout the County, as well as the Road Skills Demo at Public Works. He said he recently toured the Lexington Grange Hall to see the efforts underway to "breathe new life into it." He brought up the possibility of the Town of Lexington using a portion of the Grants to Cities funds to assist in some way.
- Commissioner Lindsay provided a report on the Local Public Safety Coordinating Council (LPSCC) strategic planning meeting. She also discussed a meeting with two area union representatives, Mike Aldrich and Terry Casey. She said they mainly discussed the idea of introducing school students to the various types of training programs they offer. They also discussed their request to require businesses with Enterprise Zone agreements use local union labor. Commissioner Lindsay said she also attended the meeting with NextEra reps and learned their goal is to be operational by 2020.
- Chair Russell said he was out of town last week, but the Columbia Development Authority continued to meet with representatives of the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) in an attempt to resolve their differences over the transfer of depot land. He said there are two options being pursued by the CDA. He said he was hopeful, but frustrated at the same time.

### **Signing of documents**

**Break:** 10:53 a.m. **Resumed:** 11:00 a.m.

**11:00 a.m. Executive Session:** Pursuant to ORS 192.660(2)(f) – To consider information or records that are exempt by law from public inspection

**11:22 a.m. Closed Executive Session:** No decisions

**Adjourned: 11: 22 a.m.**