

MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

Wednesday, March 6, 2019 at 9:00 a.m.
Bartholomew Building Upper Conference Room
110 N. Court St., Heppner, Oregon
AMENDED

1. **Call to Order and Pledge of Allegiance:** 9:00 a.m.
2. **City/Citizen Comments:** Individuals may address the Board on topics not on the agenda
3. **Open Agenda:** The Board may introduce subjects not on the agenda
4. **Consent Calendar**
 - a. Accounts Payable, March 7th; Manual Check Run, February 26th, \$235,000
 - b. Minutes: February 6th
 - c. Utility Permits
5. **Legislative Updates**
 - a. Juvenile Department – Multiple, including SB 299, SB 386 & HB 2050
6. **Department Reports**
 - a. Treasurer’s Monthly Report (Gayle Gutierrez, Treasurer)
7. **Business Items**
 - a. County Opportunity Grant Application – Public Works/Parks (Matt Scrivner, Public Works Director)
 - b. Cap & Trade Comment Letters (Commissioner Melissa Lindsay)
 - c. Progressive Design-Build Update (Darrell Green, Administrator)
 - d. ~~Ordinance No. ORD-2019-3—Utility Permit Approval Authority~~
 - e. ~~Update from Oregon Water Resources Department (Greg Silbernagel, Watermaster, District 5)~~
 - f. ~~Compensation Committee & Non-Represented Employee Data Presentation (Karmen Carlson, Human Resources Director)~~
8. **Department Reports, continued**
 - a. Administrator’s Monthly Report (Darrell Green, Administrator)
 - b. Sheriff’s Office Monthly Report (Melissa Ross, Administrative Lieutenant)
9. **Correspondence**
10. **Commissioner Reports**
11. **Signing of documents**
12. **Adjournment**

Agendas are available every Friday on our website (www.co.morrow.or.us/boc under “Upcoming Events”). Meeting Packets can also be found the following Monday.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Roberta Lutcher at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the

media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the Board office before noon of the preceding Friday. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about items listed on the agenda, please contact Darrell J. Green, Administrator at (541) 676-2529.

**Morrow County Board of Commissioners Meeting Minutes
February 6, 2019
Bartholomew Building
Heppner, Oregon**

Present

Chair Jim Doherty

Commissioner Melissa Lindsay

Commissioner Don Russell

Darrell Green, Administrator

Kate Knop, Finance Director

Karmen Carlson, Human Resources Director

Justin Nelson, County Counsel

Roberta Lutcher, Executive Assistant

Call to Order & Pledge of Allegiance: 8:30 a.m.

City & Citizen Comments: No comments

Open Agenda: Remove the Purchase Pre-Authorization Request from the Veterans Services Office

Consent Calendar

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

- 1. Two Accounts Payable – Jan. 31st, \$406,634.29 & Feb. 7th, \$35,046.98; Three Payroll Payables – Immediates & Electronic, Jan. 15th, \$160,434.62, Jan. 30th, \$164,508.71, and Monthlies, Statewide Transit Tax Quarter 4 2018, Jan. 17th, \$1,577.26*
- 2. Minutes: Dec. 12th and Jan. 3rd*
- 3. Purchase Pre-Authorization Request, Public Works, new welding system, \$6,961.20 from OXARC, Hermiston, and authorize Chair Doherty to sign on behalf of the County*

Commissioner Lindsay seconded. Unanimous approval.

Independent Financial Audit Report – Follow-Up and Questions

Cameron Anderson, Barnett & Moro (via telephone)

Kate Knop, Finance Director

Chair Doherty explained Commissioner Lindsay was unavailable for the January 23rd meeting when Mr. Anderson provided the Audit Report in-person, and after she listened to the audio recording of that meeting, she requested a follow-up with the auditor.

Commissioner Lindsay said she had questions regarding the Audit Report, particularly the significant deficiency that was noted (the need for bank and investment account reconciliations to be reviewed by an individual within management who did not prepare the reconciliation, also known as a double-reconciliation). She went on to ascertain from Mr. Anderson the number of accounts Barnett & Moro verified (four), and which account was not undergoing a double-reconciliation (the Local Government Investment Pool, or LGIP, account). After several other questions, Commissioner Lindsay said the County recently increased staff in the Finance Department by hiring a Staff Accountant, and is in the process of forming an Audit Committee. She then asked Mr. Anderson his opinion on both and how the County gets to the point of recognizing a deficiency and correcting it, in order to be fiscally responsible to constituents.

Mr. Anderson said the Audit Committee is a good thing in that it allows more oversight from the Board. He explained an Audit Committee would solely focus on the financial aspect and transactions and could meet with the auditor, Finance Director and Administrator on a regular basis. It is a matter of the time commitment for those on the committee, and the County needs to determine if that's feasible or not, he said. Regarding the additional staff, Mr. Anderson said any time an entity is looking at better controls over its financial processes, it becomes a matter of resources. He continued, if it's the County's wish to increase controls and better functionality, it can't fall on one or two people because it means additional work. More staff and training are a benefit toward moving in that direction, he said.

Commissioner Lindsay asked Mr. Anderson for any other ideas to address the deficiency.

Mr. Anderson replied he did not have any other ideas, adding it's resource-based to get the job duties to the right person and get the duties segregated.

Legislative Updates

Weed Department – Oregon Invasive Species Council

Dave Pranger, Weed Coordinator/Inspector

Mr. Pranger provided updates on two pieces of proposed legislation:

- Senate Bill (SB) 445 – revises membership, leadership and reporting requirements of the Oregon Invasive Species Council and provides funding to accomplish baseline state-mandated responsibilities. Mr. Pranger said as a member of the OISC, he recommended supporting SB 445 and asked the Board to consider a letter of support.
- House Bill 2062 – requires OISC to report biennially to Interim Committee of the Legislative Assembly. Mr. Pranger recommended supporting, but added the hope is both bills will be merged together as they both include funding for OISC.

Community Choice Aggregation (CCA)

Commissioner Russell explained the evolution of CCA, which is described as a program that allows public entities to choose where to purchase electricity. He said he recently had an opportunity to ask a representative of Lean Energy US, which advocates for CCA, what the impact was to the net cost of electricity. Her reply was it hadn't reduced rates anywhere CCA had been implemented, he said. Commissioner Russell offered an example of how CCA could negatively impact Morrow County – The northern Willamette Valley is in PGE service territory and if they vote for CCA and purchase power elsewhere, PGE could become a poles and wires company only. This means Morrow County assets could become stranded and not worth as much. It puts the people who work here, as well as many other things at risk, he said.

In addition, the Community Renewable Energy Association (CREA) is in favor of CCA, said Commissioner Russell. As the current Chair of CREA, he said he does not support the direction they've taken. CREA is nearly 100% supported by fees extracted in Strategic Investment Program (SIP) agreements from large energy projects in Sherman, Gilliam and Morrow Counties, he said. Morrow County pays just over \$70,000 a year to CREA from two SIP

agreements and after County Counsel reviewed those agreements, it appears we don't need to be paying on both, he said.

Chair Doherty commented he separately reached out to County Counsel about the same thing.

Commissioner Lindsay said she supported a closer look by County Counsel especially since money from a PGE SIP agreement is used to "go after" PGE via Community Choice Aggregation.

After additional discussion, the Commissioners decided to revisit the issue, possibly in September, to allow more time to see what stance the Association of Oregon Counties might take on CCA, and to schedule a meeting with PGE. Commissioner Russell also said he would contact CREA's Managing Director Brian Skeahan about Morrow County's position on CCA.

Department Reports

Treasurer's Monthly Report

Gayle Gutierrez, Treasurer

Ms. Gutierrez reviewed her report. She then asked to talk about the audit. She said the last few years the auditors have been coming to her office less and less. They used to ask to look at the statements from LGIP but they haven't done that in the last few years. She said she didn't know why and they never asked to look at the bank recs (reconciliations) before. She said if anyone wants to look at them, they can. She explained the Finance Department does them now and she checks them over after that.

Commissioner Lindsay asked if she'll be doing the second reconciliation. Ms. Gutierrez said she'll make sure before she hands it over that Encode balances with the State Pool.

Ms. Knop clarified by saying Finance does the second.

Ms. Gutierrez said she doesn't physically go into the computer and do the bank rec but she makes sure it balances so Finance doesn't have to come over and say she missed something.

For clarification, Commissioner Lindsay said the LGIP is done in reverse with Ms. Gutierrez doing a reconciliation and Finance doing the second look.

Ms. Gutierrez said the Finance Department goes into the Finance program and does the reconciliation and before she hands over the statements, she looks to make sure the Encode and State Pool balance.

Commissioner Lindsay asked other than this statement coming to the Board, is there a second review of all transactions reconciled somehow within LGIP with a second look, or is it still managed by Ms. Gutierrez with this basically being the only second look that happens? She continued, the LGIP account is like a checking account and should be reconciled to intended-use

so she assumed Ms. Gutierrez did that. But then is there a second look to that other than this report?

Ms. Gutierrez said the County receives a statement from LGIP every month and she hands that over plus the daily confirms, the print out, to the Finance Department.

Commissioner Lindsay said the second look reconciliation of the LGIP is completed by Finance.

Ms. Knop said Ms. Gutierrez does the transactions and at month end, they receive the statement and detail and reconcile it in the system.

Commissioner Lindsay said, in our system but Finance doesn't have access to the LGIP system.

Ms. Knop replied, correct.

Discussion then turned to the Audit Committee. Chair Doherty asked for a presentation from staff as to what an Audit Committee would look like and how it would function. Commissioner Lindsay said she believed it rises to the level of making a motion.

Commissioner Lindsay moved to formally move forward with bringing what an Audit Committee would look like to the Board, and what an action plan is and present it to the Board by next week. Commissioner Russell seconded. Unanimous approval.

Business Items

First Reading (Corrected) ORD-2019-2, Columbia Mill Site Rezone

Carla McLane, Planning Director

Ms. McLane explained the document associated with the original First Reading did not contain the necessary attached documents. Today's second attempt at a First Reading remedies that, she said. Ms. McLane proceeded to read the Ordinance by title: "An Ordinance amending the Morrow County Comprehensive Plan taking an exception to Goals 3, 11 and 14, changing the Comprehensive Plan designation from Agricultural to Industrial, and changing the Zoning Map from Resource Related Industrial to Port Industrial."

Update on Gilliam-Bisbee Building final payment to Heppner Community Foundation

As background, Commissioner Lindsay said the County agreed to pay \$235,000 for code/safety repairs to the building but the funds have yet to be turned over. She said she verified work has been done in excess of \$235,000, such as a sprinkler system, elevator, and asbestos abatement. By consensus, the Board agreed to move forward with a Resolution to release the funds to the foundation.

Compensation Board Discussion

Karmen Carlson, Human Resources Director

The Compensation Board meets annually to review the compensation of elected officials. Ms. Carlson asked the Board for feedback regarding the information provided to that Board for its meeting on February 12th. The Commissioners suggested the following:

- Ask Finance to provide something about the “unknowns relative to Cost of Living Adjustments.”
- Include job descriptions for each of the elected official positions.
- In the future, move up the timeline for distributing the books for the Compensation Board meeting.

Road Maintenance Agreement – Olson Road

Matt Scrivner, Public Works Director

Carla McLane

Mr. Scrivner’s written report outlined the sequence of events regarding a Road Use Agreement being drafted between the County and Amazon for the use of Olson Road:

- A meeting took place on January 16th to discuss access permitting and the requirement of a road agreement before using Olson Road. In attendance were representatives from the County, Amazon, the Port of Morrow, Windwave Communications and Gray Construction. Mr. Scrivner provided Amazon with a hard copy of the access permit and explained the process. He also discussed the need for a road agreement prior to approving the access permit due to safety concerns from the increased construction traffic.
- January 24th – a phone conference was held to discuss the access permit that was submitted and the need for Public Works to have the original document. Mr. Scrivner explained that he would attempt to provide a draft road agreement to Amazon by January 29th and after he received a signed road agreement, he would approve the access permit.
- January 28th – Mr. Scrivner and Mr. Green determined the County needed adequate time for input from the Planning Department and County Counsel, and to provide an update to the Board of Commissioners on February 6th. This information was relayed to Amazon on January 29th.

Mr. Scrivner discussed the draft Road Use Agreement, which was also reviewed by Planning, County Counsel and Administrator Darrell Green.

He explained the sequence of events that must be followed by the County:

1. Approval of an access permit from Public Works
2. Planning Department issues an address
3. Application for building permits can then be made to City of Boardman/Morrow County Building Official, Brett Cook

Commissioner Lindsay said she thought an address had been issued.

Ms. McLane said the City of Boardman issued an address but she was not sure it’s correct since it’s a County road.

Commissioner Russell said Amazon already started earth work. He explained access from Olson Road was chosen over Front Street because that would have triggered ODOT's Interchange Area Management Plan, which the City of Boardman did not want.

Suspended discussion for scheduled video conference.

Break: 10:21 a.m.-10:32 a.m.

Methods of Construction Project Management by Day CPM (via video conference)

Mike Day, President

Thomas Nielsen, Vice President

Mr. Day and Mr. Nielsen discussed aspects of various construction management options.

Design-Bid-Build:

- A tried and proven process that has worked for many decades, but there are other alternatives.
- Works well on simple projects.
- More prone to claims and can be adversarial.
- A flow chart would show the owner as having separate relationships with the contractor and designer.
- Owner ends up owning all the risk.

Construction Manager/General Contractor (CMGC):

- Owner procures contractor and architect separately. Design team is hired first, followed by bringing in the CMGC for budget certainty and clarity.
- Higher level of team work and collaboration.
- Risk is transferred when the parties with the right information are brought in. They understand the project better and don't need to carry contingencies within their pricing structure.

Design-Build:

- Many parallels with CMGC except the owner works with one firm, the Design-Builder.
- Typically led by a contractor who forms a partnership with the design team and consultants to form a Design-Build entity.
- Allows a project to move faster.
- Risk is transferred to the Design-Build contractor.
- Design-Build works toward a guaranteed maximum price. If an owner feels the process isn't going well, there is an "out" for the owner to revert to a traditional method, if necessary. This can be a powerful tool to keep the contracting party focused, and a reassurance to the owner trying to procure services.
- The industry and the Design-Build Institute of America (DBIA) have evolved to a more progressive approach so there isn't a disconnect between the owner and the Design-Builder. The owner is at the table and has a strong understanding of what the Design-Build partner is doing.

A brief question and answer exchange took place.

Lunch break: 11:56 a.m.-1:02 p.m.

Business Items, continued

Road Maintenance Agreement – Olson Road

Additional discussion took place on the following topics:

- The City of Boardman’s 2009 Interchange Area Management Plan.
- The zone change undertaken by the City of Boardman and the lack of notification to the County as an adjacent landowner. Chair Doherty said he received multiple calls from people who said they received no notification.
- Chair Doherty and Commissioner Russell both expressed a desire to “get to yes,” but emphasized County processes need to be followed.
- During a public meeting of the Columbia River Enterprise Zone (CREZ) II Board, Amazon agreed to bring Olson Road up to a standard approved by the County’s Public Works Director. However, the Amazon representative who agreed to that, has taken a job elsewhere.
- Substantial utility permits for fiber are pending and Mr. Scrivner said he will be back next week to discuss them with the Board. He said Public Works has been playing “catch-up” on this entire process and Amazon has not provided contact information or its permit applications and they are already asking for oversize permits.

Progressive Design-Build Method of Construction Project Management

Darrin Sweeney, Project Manager, City of Richland

In discussing his background, Mr. Sweeney said he studied construction management in college and then started his own company in southeast Idaho. He sold his company and in 2013, and said he moved to Washington where he now works for the City of Richland. He explained the City followed traditional Design-Bid-Build practices and “went through some rough construction projects” by going way over budget. He cited examples of bringing in projects for the City ahead of schedule and under budget while using Progressive Design-Build.

Progressive Design-Build involves bringing a team together from the very beginning, he said. The contractor is first on-board, and then the architect. The next step is the owner telling them how much they want to spend. Mr. Sweeney said the owner cannot be too prescriptive or it limits the creativity of the group the owner just hired. Staff and contractors are then brought around the table to start designing. Real-time data comes back to the owner on costs, which also cuts down the timeline. Once that process is completed, the guaranteed maximum price is signed. The front-end process goes much faster because the group is not designing to full build with the architect. Mr. Sweeney said there are no change-orders and everyone agrees on a contingency amount.

Mr. Sweeney said if there is not a single point of contact, a Progressive Design-Build can go bad very quickly. The owner and the group need to embrace having one person in front who can make decisions quickly. That person can be someone in-house or hired out. Again, he stressed

the key is one point of contact who can open the books for transparency. He said this method is the best use of taxpayer funds and provides an opportunity to truly save money, if done properly.

Chair Doherty asked about downsides associated with this method.

Mr. Sweeney discussed three things that lead to problems - when an organization doesn't embrace the concept; when the owner starts adding things that push the amount above the guaranteed maximum price; and when decisions aren't made quickly. He also cautioned against allowing people to be too prescriptive. In other words, someone who wants to have a say about every decision down to the type of hinges or doors or hardware, he said. Discussion.

Business Items, continued

Road Maintenance Agreement – Olson Road

Discussion continued. It was agreed the draft Road Use Agreement will be forwarded to Vadata (Amazon) for review, and Ms. McLane and Mr. Scrivner will meet with Boardman City Manager, Karen Pettigrew and Community Development Director Barry Beyeler.

Department Reports

The Board heard reports from Mr. Green, Ms. Knop, and Assessor/Tax Collector Mike Gorman. A written report from the Sheriff's Office was also reviewed.

Correspondence

- Email from Jeff Maffuccio, Idaho Power, regarding recent Navy actions with respect to the Boardman to Hemingway Transmission Line Project.
- Western Governors' Association survey entitled, "Reimagining the Rural West."

Commissioner Reports

- Commissioner Lindsay said Representative Greg Smith convened a committee to look at additional funding for county fairs. She said she received an email about testifying on behalf of that prospect. In addition, she and Wallowa County Commissioner Todd Nash are working on a letter to the Association of Oregon Counties to sign-off on supporting the additional funds for fairs. If there is new funding for fairs, it could free-up county funds for use elsewhere, she said.
- Commissioner Russell said the CREZ II Board met to disburse about \$3,000,000. However, due to a miscalculation, there is still \$175,000 left to disburse. The Board will meet again soon to take care of the remainder, he said. Commissioner Russell said he will attend the Special District Association of Oregon Annual Conference. Port of Morrow Commissioner Larry Lindsay will be recognized for his 52 years as a Commissioner and Gary Neal will be recognized for his 30 years as General Manager of the Port.
- Chair Doherty will attend the North East Area Commission on Transportation meeting on Thursday in La Grande and will fill-in for Commissioner Russell at the CREA meeting on Friday in The Dalles.

Executive Session: Suspended until after the scheduled Work Session

As there was a Work Session scheduled for 3:30, the Board opted to suspend the regular meeting and move into the Work Session. The regular meeting was resumed at 3:40 p.m.

3:43 p.m. Executive Session: Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

Closed Executive Session: 4:40 p.m.

Resumed regular meeting

Signing of documents

Adjourned: 4:45 p.m.

Legislative Updates

HB, SB or LC #: SB 299

Summary of Bill or LC:

Prohibits denial of medical assistance on basis that individual under 18 years of age is in detention pending adjudication.

Parties involved: Health industry, insurance industry, detention facilities, Juvenile Departments, Youth.

Impact to Morrow County:

Passed-

There would be no pause in the OHP benefits available to detained youth prior to adjudication.

Not passed-

Currently when a youth is detained in a detention facility their OHP (Oregon Health Plan) becomes null and void while they are incarcerated. So if a youth needs medical care (including prescription medications), the youth, family or Juvenile Department must come up with the money to cover it.

Recommendation to Commissioners:

Support. OJDDA has this as a priority 1 “support” recommendation. The current hope however is to amend the language to include “pre-trial” for the Measure 11 youth who are detained in a Juvenile Detention but are being tried as adults. For Juveniles it is called Pre-Adjudication. For adults it is called Pre-trial. This bill currently only refers to Pre-Adjudication thereby possibly excluding the measure 11 youth.

Legislative Updates

HB, SB or LC #: SB 386

Summary of Bill or LC:

Modifies culpable mental state for crime of Unauthorized Use of a Motor Vehicle when a person takes, operates, exercises control over or otherwise USES a vehicle, boat or aircraft without the consent of the owner.

Parties involved: Public, Juvenile Department, Detention, Courts, Law Enforcement.

Impact to Morrow County:

Passed- Creates two different classes or levels of crime associated with a UUMV. It differentiates between the driver and any passenger(s). The driver's level of crime remains a Class C Felony which is detainable. This bill creates a lower crime for the passenger(s) making the passenger(s) level of culpability a Class A Misdemeanor which is a non-detainable offense.

Not passed-The UUMV law would remain as is wherein driver and passenger(s) are viewed with an equal culpability lens.

Recommendation to Commissioners:

OJDDA has no current position other than to watch this. I do not support the bill. It would require a different standard being applied to the same incident occurring wherein law enforcement has youth in custody. As it is now, we can assess the levels of culpability of the individual youth involved and act accordingly once we can determine it through assessment, but don't have to direct different actions being applied at, for example, 3:00 am on a Sunday morning.

Legislative Updates

HB, SB or LC #: SB 425

Summary of Bill or LC:

Repeals statutes requiring imposition of mandatory minimum sentences for persons under 18 years of age at the time of the commission of the crime. "Abolishes Measure 11 for Juveniles"

Parties involved: Public, law enforcement, Courts, DA's, Juvenile Departments, DOC, OYA, youth, families.

Impact to Morrow County:

Passed-Abolishes Measure 11 for youth under 18 years of age. Does not impact adults.

Not passed-No changes to measure 11.

Recommendation to Commissioners:

Very political issue. Financial impact could be significant for the County if passed in terms of cost saving in not having to pay for long Measure 11 detention stays. Personally I have been a proponent and opponent of measure 11. At times, it allows the DA and Juvenile Department more leverage to correctly assess and determine where a case ought to belong (adult court or Juvenile court). On the other hand, it handcuffs the Juvenile Department's ability to manage the case since we have no legal standing in measure 11 cases when they are filed on as adults by the DA's office. OJDDA has a "watch" priority 3 listing of this bill but the feeling I get is most of the membership supports measure 11 reform in general. In Morrow County the relationship with the DDA in charge of most of these cases is beneficial because the Juvenile Department still has a voice when it comes to where to start the case.

Legislative Updates

HB, SB or LC #: HB 2050

Summary of Bill or LC:

Requires Law Enforcement to collect fingerprints and identifying data on persons arrested for felony or misdemeanor.

Analysis: Unsure if this applies to Juveniles.

Parties involved:

Law enforcement. Juvenile Department?

Impact to Morrow County:

Passed-

Requires fingerprints taken of all felony and misdemeanor arrests which would mean as little as a petty shoplifting charge (theft 3, c-misdemeanor).

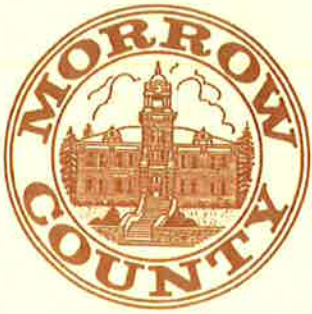
Depending on the database where the fingerprints are sent (State or Federal) they may not be able to be expunged. The Federal Government does not typically follow state expunction laws and processes. As such, a juvenile arrested and fingerprinted at 11 years of age for stealing a candy bar may have difficulty expunging his/her record which in turn could impact their future employment up to and including military service.

Not passed-

Currently the law regarding fingerprinting juveniles allows for the fingerprinting of Juveniles if as an adult you could be arrested and taken to jail without a warrant. An adult can go to jail for stealing a candy bar. Therefore, as the law reads now, a Juvenile COULD be fingerprinted (but it is not a shall be as this bill directs).

Recommendation to Commissioners:

I think it is unnecessary and whereas I don't see a huge financial impact, it would tie up the time of law enforcement more than the issue does now. OJDDA prioritizes it as a 3 which is the middle priority if a position is taken.



TREASURER

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Gayle L. Gutierrez

03/06/2019

To: Morrow County Board of Commissioners
From: Gayle L. Gutierrez, Morrow County Treasurer
Re: Treasurer's Monthly Financial Statements as per ORS 208.090

The first two and a half pages of the Pooled Cash Report will tell you the cash amount in each individual fund.

On the third page of the Pooled Cash Report please note the amounts of actual cash on hand and what institutions that they are deposited in.

The interest rate for the Local Government Investment Pool is 2.75%.

The interest rate for the Bank of Eastern Oregon is .05%.

The interest rate for Community Bank is .02%.

The interest rate for US Bank is .01694%.

Outstanding checks as of January 31, 2018 total is \$1,145,838.94.

The activity summary for the LGIP is also included.



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Local Government Investment Pool

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Reports - Previous Month Transactions

January 2019

MORROW CO

Show inactive accounts :

Account:

Oregon LGIP

Posting Date	Settlement Date	Transaction	Dollar Amount of Transaction	Share Price	Shares This Transaction
1/2/2019	1/2/2019	LGIP Fees - ACH Redemption (6 @ \$0.05 - From 4206) - December 2018	(\$0.30)	1.00000	(0.300)
1/2/2019	1/2/2019	LGIP Fees - Received ACH (1 @ \$0.10 - From 4206) - December 2018	(\$0.10)	1.00000	(0.100)
1/4/2019	1/4/2019	Redemption - ACH Redm	(\$110.00)	1.00000	(110.000)
1/7/2019	1/7/2019	Redemption - Wire Redm	(\$200,000.00)	1.00000	(200,000.000)
1/8/2019	1/8/2019	Redemption - ACH Redm	(\$1,000,000.00)	1.00000	(1,000,000.000)
1/8/2019	1/8/2019	Transfer to Boardman, City of - BOARDMAN CITY OF / CENTRAL URA	(\$493.54)	1.00000	(493.540)
1/8/2019	1/8/2019	Transfer to Boardman, City of - BOARDMAN CITY OF/ WEST URA	(\$382.61)	1.00000	(382.610)
1/8/2019	1/8/2019	Transfer to Boardman Park and Recreation - BOARDMAN PARK & REC/RECREATION CENTER	(\$6,581.32)	1.00000	(6,581.320)
1/8/2019	1/8/2019	Transfer to Blue Mountain Community College - BLUE MOUNTAIN COMMUNITY COLLEGE	(\$13,296.79)	1.00000	(13,296.790)
1/8/2019	1/8/2019	Transfer to Boardman Park and Recreation - BOARDMAN PARK AND RECREATION	(\$2,227.81)	1.00000	(2,227.810)
1/8/2019	1/8/2019	Transfer to Morrow County School District #1 - MORROW	(\$55,627.32)	1.00000	(55,627.320)

EON - Previous Month Transactions

		COUNTY SCHOOL DISTRICT #1			
1/8/2019	1/8/2019	Transfer to Boardman, City of - BOARDMAN CITY OF	(\$17,465.34)	1.00000	(17,465.340)
1/8/2019	1/8/2019	Transfer to InterMountain Education Service Dis - INTERMOUNTAIN ESD	(\$9,287.58)	1.00000	(9,287.580)
1/8/2019	1/8/2019	Transfer to Ione School District #2 - IONE SCHOOL DISTRICT #2	(\$6,778.97)	1.00000	(6,778.970)
1/9/2019	1/9/2019	Redemption - ACH Redm	(\$40.64)	1.00000	(40.640)
1/11/2019	1/11/2019	ODOT - ODOT PYMNT	\$27,580.80	1.00000	27,580.800
1/15/2019	1/15/2019	SFMS Fr:Oregon Health Authority CFAA Monthly Allotment	\$147,475.55	1.00000	147,475.550
1/16/2019	1/16/2019	SFMS Fr:Oregon Health Authority Oregon Contraceptive Care (CCare)	\$299.00	1.00000	299.000
1/17/2019	1/17/2019	ODOT - ODOT PYMNT	\$103,058.78	1.00000	103,058.780
1/18/2019	1/18/2019	SFMS Fr:Administrative Services, Dept of County Cigarette Tax	\$783.08	1.00000	783.080
1/22/2019	1/22/2019	Redemption - ACH Redm	(\$60.00)	1.00000	(60.000)
1/22/2019	1/22/2019	ODOT - ODOT PYMNT	\$27,580.80	1.00000	27,580.800
1/23/2019	1/23/2019	Redemption - ACH Redm	(\$385.00)	1.00000	(385.000)
1/23/2019	1/23/2019	SFMS Fr:Oregon Health Authority Mental Health Tax	\$872.15	1.00000	872.150
1/24/2019	1/24/2019	SFMS Fr:Oregon Health Authority OHA public Health Program	\$23,037.01	1.00000	23,037.010
1/28/2019	1/28/2019	OR REV CAFFA - DORACHDISB	\$31,608.70	1.00000	31,608.700
1/28/2019	1/28/2019	SFMS Fr:Military Dept 911 Tax	\$75,753.21	1.00000	75,753.210
1/29/2019	1/29/2019	Redemption - ACH Redm	(\$55.00)	1.00000	(55.000)
1/29/2019	1/29/2019	SFMS Fr:Administrative Services, Dept of Video Poker	\$22,010.62	1.00000	22,010.620
1/31/2019	1/31/2019	Accrual Income Div Reinvestment - DIV	\$47,811.00	1.00000	47,811.000
		Totals:	(\$804,921.62)		(804,921.620)

MORROW COUNTY, OREGON
 POOLED CASH REPORT (FUND 999)
 AS OF: JANUARY 31ST, 2019

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>					
101-100-1-10-1500		GENERAL FC W/TREASURER	8,675,616.05 (814,461.03)	7,861,155.02
200-100-1-10-1500		HERITAGE TRAIL FC W/TREAS	17,469.60	40.32	17,509.92
201-100-1-10-1500		ROAD EQUIP FC W/TREASURER	383,926.62	886.14	384,812.76
202-100-1-10-1500		ROAD FC W/TREASURER	2,229,896.81 (767,102.51)	1,462,794.30
203-100-1-10-1500		FINLEY BUTTES FC W/TREASURER	306,989.04	34,213.65	341,202.69
204-100-1-10-1500		YOUTH/CHILD FC/TREASURER	66,157.92	0.00	66,157.92
205-100-1-10-1500		AIRPORT FC W/TREASURER	16,234.05	102,813.85	119,047.90
206-100-1-10-1500		LAW LIBRARY FC W/TREASURER	37,639.92	86.88	37,726.80
207-100-1-10-1500		911 FC W/TREASURER	186,859.77	49,330.25	236,190.02
208-100-1-10-1500		SURVEYOR PRES FC/TREASURER	214,690.44	931.61	215,622.05
209-100-1-10-1500		CSEPP FC W/TREASURER	0.00	0.00	0.00
210-100-1-10-1500		FINLEY BUTTES LIC. FC W/TREAS	315,392.80	131,119.10	446,511.90
211-100-1-10-1500		MCSO CO SCHOOL FC W/TREAS	190.76 (88.92)	101.84
212-100-1-10-1500		ISD COMMON SCH FC W/TREASURER	18.56 (8.66)	9.90
214-100-1-10-1500		FAIR FC W/TREASURER	172,631.72 (1,304.05)	171,327.67
215-100-1-10-1500		COMP EQUIP FC W/TREASURER	37,413.89	86.36	37,500.25
216-100-1-10-1500		STF FC W/TREASURER	26,828.36	12,635.36	39,463.72
217-100-1-10-1500		PROGRAMMING RES FC W/TREASURER	70,733.44	163.26	70,896.70
218-100-1-10-1500		ENFORCEMENT FC W/TREAS	22,959.75	10.99	22,970.74
219-100-1-10-1500		VIDEO LOTTERY FC W/TREAS	29,768.29	22,084.24	51,852.53
220-100-1-10-1500		VICTIM/WITNESS FC W/TREAS	33,259.83 (9,428.66)	23,831.17
222-100-1-10-1500		WILLOW CREEK FEES FC W/TREAS	69,198.31	159.72	69,358.03
223-100-1-10-1500		CAMI GRANT FC W/TREAS	39,513.86 (8,827.68)	30,686.18
224-100-1-10-1500		WEED EQUIP RES. FC W/TREAS	5,295.13	12.22	5,307.35
225-100-1-10-1500		STF VEHICLE FC W/TREAS	139,853.34	322.80	140,176.14
226-100-1-10-1500		FAIR ROOF FC W/TREAS	18,014.56	41.58	18,056.14
227-100-1-10-1500		HEPNER ADMIN BLDG FC W/TREAS	36,344.09	83.89	36,427.98
228-100-1-10-1500		SAFETY COMMITTEE FC W/TREAS	25,070.46 (1,202.98)	23,867.48
229-100-1-10-1500		BLEACHER RESERVE FC W/TREAS	10,133.74	23.39	10,157.13
230-100-1-10-1500		RODEO FC W/TREAS	19,690.13	45.45	19,735.58
231-100-1-10-1500		JUSTICE COURT FC W/TREAS	67,923.25	4,297.89	72,221.14
233-100-1-10-1500		CLERKS RECORD FC W/TREAS	18,757.04	143.90	18,900.94
234-100-1-10-1500		DUII IMPACT FC W/TREAS	27,716.17	63.97	27,780.14
236-100-1-10-1500		FAIR IMPROV. FUND FC W/TREAS	5,694.58	13.14	5,707.72
237-100-1-10-1500		BUILDING PERMIT FC W/TREAS	713,495.82 (21,844.16)	691,651.66
238-100-1-10-1500		PARK FC W/TREAS	306,124.43	20,864.27	326,988.70
240-100-1-10-1500		EQUITY FC W/TREAS	169,436.75	391.08	169,827.83
241-100-1-10-1500		BUILDING RESERVE FC W/TREAS	246,492.48	568.93	247,061.41
243-100-1-10-1500		LIQUOR CONTROL FC W/TREAS	837.16	1.93	839.09
245-100-1-10-1500		WPF FC W/TREASURER	11,257.73 (5,000.00)	6,257.73
321-100-1-10-1500		FOREST SERVICE FC W/TREAS	61,421.21	15.19	61,436.40
322-100-1-10-1500		COURT SECURITY FC W/TREAS	157,567.62	443.23	158,010.85
500-100-1-10-1500		ECHO WINDS FC W/TREAS	6,810.87	15.72	6,826.59
501-100-1-10-1500		SHEPHERDS FLAT FC W/TREAS	145,800.23	336.52	146,136.75
502-100-1-10-1500		MO CO ENTERPRIZE ZO FC W/TREAS	0.00	0.00	0.00
504-100-1-10-1500		STO FC W/TREAS	29,054.58 (7,397.39)	21,657.19
505-100-1-10-1500		IONE/LEX CEM-IRRIG FC W/TREAS	10,945.99	25.26	10,971.25
510-100-1-10-1500		P & P FC W/TREAS	367,500.15	77,521.89	445,022.04
514-100-1-10-1500		IONE SD B & I FC W/TREAS	1,455.20 (680.34)	774.86

MORROW COUNTY, OREGON
 POOLED CASH REPORT (FUND 999)
 AS OF: JANUARY 31ST, 2019

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
515-100-1-10-1500		BOARDMN URB REN FC W/TREAS	493.54 (235.02)	258.52
516-100-1-10-1500		RADIO DIST FC W/TREAS	2,574.80 (1,197.25)	1,377.55
519-100-1-10-1500		WEST BOARDMN URA FC W/TREAS	382.61 (186.61)	196.00
521-100-1-10-1500		PGE CARTY FC W/TREAS	1,602,815.81	3,699.47	1,606,515.28
617-100-1-10-1500		MO CO HEALTH DIST FC W/TREAS	13,743.46 (6,393.21)	7,350.25
618-100-1-10-1500		IRRIGON SEWER FC W/TREAS	0.00	0.00	0.00
619-100-1-10-1500		WEST EXTENSION FC W/TREAS	0.00	0.00	0.00
620-100-1-10-1500		BLACK MNT FC W/TREAS	0.07	0.00	0.07
621-100-1-10-1500		CITY OF BOARDMAN B & I FC W/TR	3,101.49 (1,423.68)	1,677.81
622-100-1-10-1500		CITY OF HEPPNER B & I FC W/TRE	0.00	0.00	0.00
623-100-1-10-1500		CITY OF IRRIGON B & I FC W/TRE	1,617.11 (745.94)	871.17
624-100-1-10-1500		CITY OF LEXINGTON B & I FC W/T	14,423.47	85.65	14,509.12
625-100-1-10-1500		BOARDMAN PARK & REC B & I	0.00	0.00	0.00
626-100-1-10-1500		MAN. STRUCTURE OMBUDSMAN	40.64 (19.22)	21.42
628-100-1-10-1500		WILLOW CREEK PARK B & I FC W/T	3,400.46	15.87	3,416.33
629-100-1-10-1500		PORT OF MORROW B & I FC W/TREA	0.00	0.00	0.00
630-100-1-10-1500		PORT OF MORROW FC W/TREAS	1,274.79 (593.28)	681.51
631-100-1-10-1500		CITY OF BOARDMAN FC W/TREAS	14,363.85 (6,738.33)	7,625.52
632-100-1-10-1500		CITY OF HEPPNER FC W/TREAS	2,849.48 (1,334.56)	1,514.92
633-100-1-10-1500		CITY OF IONE FC W/TREAS	461.19 (215.65)	245.54
634-100-1-10-1500		CITY OF IRRIGON FC W/TREAS	1,461.73 (683.13)	778.60
635-100-1-10-1500		CITY OF LEXINGTON FC W/TREAS	296.87 (138.68)	158.19
636-100-1-10-1500		BOARDMAN RFPD FC W/TREAS	8,443.87 (3,916.76)	4,527.11
638-100-1-10-1500		HEPPNER RFPD FC W/TREAS	456.92 (213.78)	243.14
639-100-1-10-1500		IRRIGON RFPD FC W/TREAS	840.85 (392.88)	447.97
640-100-1-10-1500		IONE RFPD FC W/TREAS	697,567.96 (4,586.96)	692,981.00
641-100-1-10-1500		S GILLIAM RFPD FC W/TREAS	110.68	0.71	111.39
642-100-1-10-1500		BOARDMAN CEMETERY FC W/TREAS	211.15 (100.90)	110.25
643-100-1-10-1500		HEPPNER CEMETERY FC W/TREAS	377.92 (176.81)	201.11
644-100-1-10-1500		IONE-LEX CEMETERY FC W/TREAS	116,848.45	544.77	117,393.22
645-100-1-10-1500		IRRIGON CEMETERY FC W/TREAS	151.65 (71.31)	80.34
646-100-1-10-1500		WILLOW CREEK PARK FC W/TREAS	1,127.56 (532.22)	595.34
647-100-1-10-1500		BOARDMAN PARK FC W/TREAS	2,227.81 (1,063.96)	1,163.85
648-100-1-10-1500		IRRIGON PARK FC W/TREAS	602.61 (282.81)	319.80
649-100-1-10-1500		BOARDMAN PK B&I FC W/TREASURER	6,581.32 (3,206.19)	3,375.13
650-100-1-10-1500		MO CO UNIFIED REC FC W/TREAS	1,085,818.55 (53,842.29)	1,031,976.26
651-100-1-10-1500		HEPPNER WATER CONTROL FC W/TRE	70.81 (33.32)	37.49
652-100-1-10-1500		MO CO SCHOOL DIST FC W/TREAS	55,436.56 (25,469.23)	29,967.33
653-100-1-10-1500		MO CO SCHOOL B & I FC W/TREAS	1,778,749.53	10,979.97	1,789,729.50
654-100-1-10-1500		UMATILLA-MORROW ESD FC W/TREAS	9,287.58 (4,321.97)	4,965.61
655-100-1-10-1500		CHAPLAINCY PROG FC W/TREAS	13.85	0.03	13.88
656-100-1-10-1500		IONE-LEX CEM PERP FC W/TREAS	26,031.75	0.00	26,031.75
657-100-1-10-1500		IONE-LEX CEM EQUIP FC W/TREAS	7,134.20	16.47	7,150.67
658-100-1-10-1500		BMCC FC W/TREASURER	9,948.35 (4,615.67)	5,332.68
659-100-1-10-1500		BMCC B & I FC W/TREASURER	3,348.44 (1,588.05)	1,760.39
660-100-1-10-1500		NORTH MO VECTOR CONT FC W/TREA	3,222.90 (1,493.54)	1,729.36
662-100-1-10-1500		IONE LIBRARY DIST FC W/TREAS	340.26 (160.97)	179.29
663-100-1-10-1500		OREGON TRAIL LIB FC W/TREAS	3,285.42 (1,524.49)	1,760.93
665-100-1-10-1500		STATE & FED WILDLIFE FC W/TREA	0.00	0.00	0.00
666-100-1-10-1500		STATE FIRE PATROL FC W/TREAS	1,369.01 (629.39)	739.62
667-100-1-10-1500		EOTT FC W/TREASURER	0.00	0.00	0.00

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
668-100-1-10-1500		TAX APPEALS FC W/TREAS	0.00	0.00	0.00
669-100-1-10-1500		SCHOLARSHIP TRUST FC W/TREAS	10,543.13	24.33	10,567.46
670-100-1-10-1500		ADV COLL 04-05 FC W/TREAS	6,179.02	4,489.87	10,668.89
671-100-1-10-1500		ADV COLL 03-04 FC W/TREAS	0.00	0.00	0.00
672-100-1-10-1500		ADV COLL 05-06 FC W/TREAS	0.00	0.00	0.00
673-100-1-10-1500		PREPAID TAX FC W/TREAS	0.00	0.00	0.00
674-100-1-10-1500		SALE OF CO LAND FC W/TREAS	0.00	0.00	0.00
675-100-1-10-1500		TREASURER TRUST FC W/TREAS	1,111.77	2.57	1,114.34
676-100-1-10-1500		IONE RFPD RESERVE FC W/TREAS	177,904.33	410.62	178,314.95
678-100-1-10-1500		STATE ADMIN CONT FC W/TREAS	0.00	0.00	0.00
680-100-1-10-1500		PERSONAL PROPERTY SALES FC W/T	0.00	0.00	0.00
681-100-1-10-1500		COUNTY A & T FC W/TREAS	11,672.86	(7,636.61)	4,036.25
682-100-1-10-1500		STATE FIRE FC W/TREAS	0.00	0.00	0.00
683-100-1-10-1500		PILOT ROCK RFPD FC W/TREAS	1,814.46	11.43	1,825.89
684-100-1-10-1500		FINLEY BUTTES CLOSURE FC W/TRE	1,209,598.07	482.62	1,210,080.69
685-100-1-10-1500		STATE HOUSING FC W/TREAS	24,453.42	(18,848.97)	5,604.45
686-100-1-10-1500		IONE LIBRARY BLDG FC W/TREAS	51,823.85	20,124.08	71,947.93
687-100-1-10-1500		FINLEY BUTTES TRUST FC W/TREAS	0.00	0.00	0.00
688-100-1-10-1500		IONE SCHOOL DIST FC W/TREAS	5,305.21	(2,481.32)	2,823.89
690-100-1-10-1500		HEPPNER RURAL FIRE DIST BOND	251.47	(124.20)	127.27
691-100-1-10-1500		CITY OF HEPPNER BND FC W/TREAS	351.28	(172.76)	178.52
693-100-1-10-1500		IRRIGON TIPPAGE FC W/TREAS	0.00	0.00	0.00
695-100-1-10-1500		M.C. RET. PLAN TR. FC W/TREAS	0.00	0.00	0.00
697-100-1-10-1500		UNSEG TAX INT FC W/TREAS	0.00	0.00	0.00
698-100-1-10-1500		INTEREST EARNED FC W/TREAS	0.01	0.00	0.01
699-100-1-10-1500		UNSEGREGATED TAX FC W/TREAS	0.00	0.00	0.00
TOTAL CLAIM ON CASH			22,539,998.71	(1,294,055.86)	21,245,942.85

CASH IN BANK - POOLED CASH

999-100-1-10-1501	AP POOLED BEO	213,783.58	(489,135.64)	(275,352.06)
999-100-1-10-1502	PAYROLL BEO	11,613.73	1.39	11,615.12
999-100-1-10-1503	STATE TREASURY POOL	21,313,460.75	(804,921.62)	20,508,539.13
999-100-1-10-1504	CERTIFICATES OF DEPOSIT	0.00	0.00	0.00
999-100-1-10-1505	WELLS FARGO INVESTMENTS	0.00	0.00	0.00
999-100-1-10-1506	UNION BANK OF CALIFORNIA	0.00	0.00	0.00
999-100-1-10-1507	COMMUNITY BANK	100.15	0.00	100.15
999-100-1-10-1508	US BANK	1,000,502.77	0.01	1,000,502.78
SUBTOTAL CASH IN BANK - POOLED CASH		22,539,460.98	(1,294,055.86)	21,245,405.12

WAGES PAYABLE

999-100-2-60-6001	WAGES PAYABLE	0.00	0.00	0.00
SUBTOTAL WAGES PAYABLE		0.00	0.00	0.00

TOTAL CASH IN BANK - POOLED CASH

22,539,460.98 (1,294,055.86) 21,245,405.12



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #
7a

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Staff Contact: Greg Close - Matt Scrivner
Department: MC Parks
Short Title of Agenda Item: Oregon Parks & Rec. Dept. County Opportunity Grant Agreement Signing
(No acronyms please) (COG-19-007)
Phone Number (Ext): 541-989-9500
Requested Agenda Date: March 6, 2019

This Item Involves: (Check all that apply for this meeting.)
Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time: 5 min.
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity: Oregon Parks and Recreation Department
Contractor/Entity Address: 725 Summer Street NE, Ste C, Salem, Oregon 97301-1266
Effective Dates - From: Notice to proceed Through: March 31, 2021
Total Contract Amount: 117,229 Budget Line: 238300-330-3440/238300-540-41
Does the contract amount exceed \$5,000? Yes No

Reviewed By:
[Signature] 2-26-19 Department Head Required for all BOC meetings
[Signature] 3/4/19 Admin. Officer/BOC Office Required for all BOC meetings
Justin Nelson - 02/26/2019 @ 1:47pm via email County Counsel *Required for all legal documents
Kate Knop - 02/26/2019 @ 11:34am via email Finance Office *Required for all contracts; other items as appropriate.
Human Resources *If appropriate

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Sign grant agreement for Public Works/Parks to complete campsite upgrades at the Off-Highway Vehicle Park. Resolution # R-2018-20 signed on September 26, 2018 approved the submission of application for campsite upgrades.

2. FISCAL IMPACT:

Substantial-
see attached agreement

3. SUGGESTED ACTION(S)/MOTION(S):

Sign agreement as submitted; return both signed copies to Public Works Department/Parks so can be returned to state for signing to receive Notice to Proceed from State to begin work.

Attach additional background documentation as needed.

Kirsti Cason

From: Kate Knop
Sent: Tuesday, February 26, 2019 11:34 AM
To: Kirsti Cason; Matt Scrivner
Cc: Justin Nelson; Morrow Co Parks Manager
Subject: RE: County Agenda Cover Sheet - COG19-007.Countyt Op Grant Agreement - BOC sign.pdf

Kirsti,

Just a few minor changes to the agenda cover sheet and then I approve.

1. Requested Agenda Date: March 6, 2019
2. Resolution R-2018-20 was signed on September 26, 2018 (not 2019)

Sincerely,

Kate Knop
Finance Director
Morrow County
P.O. Box 867
Heppner, OR 97836
541-676-5615 or x5302
kknop@co.morrow.or.us

-----Original Message-----

From: Kirsti Cason
Sent: Tuesday, February 26, 2019 10:48 AM
To: Matt Scrivner <mscrivner@co.morrow.or.us>
Cc: Justin Nelson <jnelson@co.morrow.or.us>; Kate Knop <kknop@co.morrow.or.us>; Morrow Co Parks Manager <mcparksmgr@co.morrow.or.us>
Subject: County Agenda Cover Sheet - COG19-007.Countyt Op Grant Agreement - BOC sign.pdf

All,

Attached you should find an agenda cover sheet for your review for the County Opportunity Grant (COG19-007) for campsite upgrades at the OHV Park.

As per Matt's direction I put next weeks date (02/06/2019) on the agenda cover sheet for BOC signing Should you have any questions please let me know.

~Kirsti

Kirsti Cason
Administrative Assistant
Morrow County Public Works Dept.
Road Dept. - Gen. Maint. - Airport

Kirsti Cason

From: Justin Nelson
Sent: Tuesday, February 26, 2019 1:47 PM
To: Kirsti Cason; Kate Knop; Matt Scrivner
Cc: Morrow Co Parks Manager
Subject: RE: County Agenda Cover Sheet - COG19-007.Countyt Op Grant Agreement - BOC sign.pdf

Looks fine to me.

-Justin

Justin W. Nelson
Morrow County District Attorney
Morrow County Counsel
100 S. Court St.
P.O. Box 664
Heppner, OR 97836
Office: (541) 676-5626
Fax: (541) 676-5660
Email: jnelson@co.morrow.or.us

-----Original Message-----

From: Kirsti Cason
Sent: Tuesday, February 26, 2019 11:54 AM
To: Kate Knop <kknop@co.morrow.or.us>; Matt Scrivner <mscrivner@co.morrow.or.us>
Cc: Justin Nelson <jnelson@co.morrow.or.us>; Morrow Co Parks Manager <mcparksmgr@co.morrow.or.us>
Subject: RE: County Agenda Cover Sheet - COG19-007.Countyt Op Grant Agreement - BOC sign.pdf

Thank you Kate.

I have updated the items you have indicated, and added text that approved via email.

~Kirsti

-----Original Message-----

From: Kate Knop
Sent: Tuesday, February 26, 2019 11:34 AM
To: Kirsti Cason <kcason@co.morrow.or.us>; Matt Scrivner <mscrivner@co.morrow.or.us>
Cc: Justin Nelson <jnelson@co.morrow.or.us>; Morrow Co Parks Manager <mcparksmgr@co.morrow.or.us>
Subject: RE: County Agenda Cover Sheet - COG19-007.Countyt Op Grant Agreement - BOC sign.pdf

Kirsti,

Just a few minor changes to the agenda cover sheet and then I approve.

1. Requested Agenda Date: March 6, 2019
2. Resolution R-2018-20 was signed on September 26, 2018 (not 2019)

**BEFORE THE BOARD OF COMMISSIONERS FOR
MORROW COUNTY, OREGON**

IN THE MATTER OF THE APPLICATION)
FOR THE COUNTY OPPORTUNITY)
GRANT PROGRAM FROM THE OREGON)
PARKS AND RECREATION)
DEPARTMENT FOR DEVELOPMENT)
AT MORROW COUNTY OFF-HIGHWAY)
VEHICLE PARK CAMPGROUND)

Resolution No. R-2018-20

In the matter coming before the Morrow County Board of Commissioners, sitting as the governing body for Morrow County, Oregon during its regularly scheduled meeting on September 26, 2018; and

WHEREAS, ORS 203.035 authorizes Morrow County to exercise authority with in the County over matters of County concern; and

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the County Opportunity Grant Program; and

WHEREAS, the Morrow County Parks Master Plan has identified the need to improve campsites amenities at all County Parks; and

WHEREAS, the Morrow County Public Works Department desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation acquisitions, improvements and enhancements; and

WHEREAS, the Morrow County Public Works Department shall upgrade the existing electrical system and install new electrical resources to provide power to campsites;

WHEREAS, the applicant hereby certifies that the matching share for this application is readily available at this time; and

WHEREAS, Morrow County will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

NOW, THEREFORE, BE IT RESOLVED that the Morrow County Public Works Department be authorized to apply for the County Opportunity Grant from the Oregon Parks and Recreation Department and

BE IT FURTHER RESOLVED that the Morrow County Public Works Department be authorized to make purchases, for items, installation and contract work, for the electrical system upgrades at the Morrow County Off-Highway Vehicle Park Campground.

Dated this 26th day of September 2018.

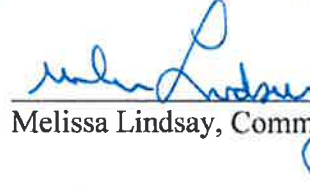
**MORROW COUNTY BOARD OF
COMMISSIONERS
MORROW COUNTY, OREGON**



Don Russell, Chair



Jim Doherty, Commissioner



Melissa Lindsay, Commissioner

Approved as to Form:



Morrow County Counsel

*Justin Nelson
OSB #074161*



Oregon

Kate Brown, Governor

Parks and Recreation Department

Headquarters - Administration

725 Summer St NE Ste C

Salem, OR 97301-1266

(503) 986-0980

Fax (503) 986-0794

www.oregonstateparks.org

February 22, 2019

Kirsti Cason
Morrow County
PO Box 428
Lexington, OR 97839

RE: **Project Agreement**
County Opportunity Grant Program
COG19-007 – OHV Development Phase II

Kirsti:

Congratulations on your successful application for grant funds for the OHV Development Phase II project.

Enclosed you will find two original copies of the **County Opportunity Grant Agreement** between Oregon Parks and Recreation Department (OPRD) and Morrow County. This agreement must be approved and signed by your County Commission or authorized official, and our office, in order to receive grant funds.

Please sign both copies of this agreement and return them both to our office. We will then return a fully signed agreement to you along with a **Notice to Proceed** letter. **Work must not begin until you receive the Notice to Proceed letter** and a copy of this agreement, signed by the State. **Any work completed prior to receiving the Notice to Proceed is not eligible for reimbursement or as match.**

Timely implementation and completion of your project is extremely important. Your project must be completed by **March 31, 2021**. This will ensure continued credibility and success of the County Opportunity Grant Program by demonstrating effective results to citizens and policy makers.

We encourage you to offer appropriate media opportunities and, when possible, involve your local legislators to help build public awareness of the project's purpose and benefits. Please notify me for any event celebrating your project's completion.

If you have questions or if I can be of any assistance please feel free to contact me at 503-986-0591 or mark.cowan@oregon.gov. Thank you for helping make this valuable investment in Oregon's outdoor recreation.

Sincerely,

Mark Cowan
Grant Program Coordinator

Enclosures: COGP Project Agreement (2)



RECEIVED FEB 25 2019



Oregon Parks and Recreation Department

County Opportunity Grant Program Agreement

THIS AGREEMENT ("Agreement") is made and entered into, by and between, the State of Oregon, acting by and through its Oregon Parks and Recreation Department, hereinafter referred to as "OPRD" or the "State" and **Morrow County**, hereinafter referred to as the "Grantee".

OPRD Grant Number: COG19-007
Project Title: OHV Development Phase II
Project Type (purpose): Development

Project Description: The project will install a new underground power line to provide power to 12 campsites at the Morrow-Grant County OHV Park Campground in Morrow (and Grant) County, Oregon. The Project is further described in the Application included as Attachment B.

Grant Funds /
Maximum Reimbursement: \$ 87,918 (75.00%)
Grantee Match Participation: \$ 29,311 (25.00%)
Total Project Cost: \$117,229

Grant Payments / Reimbursements: Grant funds are awarded by the State and paid on a reimbursement basis, and only for the Project described in the Agreement, and the original Application included as Attachment B. To request reimbursement, Grantee shall use OPRD's online grant management system accessible at oprdgrants.org. The request for reimbursement shall include documentation of all project expenses plus documentation confirming project invoices have been paid. Grantee may request reimbursement as often as quarterly for costs accrued to date.

Fiscal Year-End Request for Reimbursement: Grantee must submit a Progress Report and a Reimbursement Request to OPRD for all Project expenses, if any, accrued up to **June 30**, of each fiscal year. The Fiscal Year-End Reimbursement Request must be submitted to OPRD by **July 31**.

Reimbursement Terms: Based on the estimated Project Cost of **\$117,229**, and the Grantee's Match participation rate of **25.00%**, **the reimbursement rate will be 75.00%**. Upon successful completion of the Project and receipt of the final reimbursement request, the State will pay Grantee the remaining Grant Funds balance, or **75.00%** of the total cost of the Project, whichever is less.

Matching Funds: The Grantee shall contribute matching funds or the equivalent in labor, materials, or services, which are shown as eligible match in the rules, policies and guidelines for the County Opportunity Grant Program. Volunteer labor used as a match requires a log with the name of volunteer, dates volunteered, hours worked, work location and the rate used for match, to be eligible.

Progress Reports: Grantee shall submit Progress Reports with each reimbursement request or, at a minimum, at six month intervals, starting from the effective date of the Agreement. Progress Reports shall be submitted using OPRD's online grant management system accessible at oprdgrants.org.

Agreement Period: The effective date of this Agreement is the date on which it is fully executed by both parties. Unless otherwise terminated or extended, the Project shall be completed by **March 31, 2021**. If project is completed before the designated completion date, this Agreement shall expire on the date final reimbursement payment is made by OPRD to Grantee.

Retention: OPRD shall disburse up to 90 percent of the Grant Funds to Grantee on a cost reimbursement basis upon approval of invoices submitted to OPRD. OPRD will disburse the final 10 percent of the Grant Funds upon approval by OPRD of the completed Project, the Final Progress Report and the submission of five to ten digital pictures of the completed project site.

Final Request for Reimbursement: Grantee must submit a Final Progress Report, a Final Reimbursement Request and five to ten digital pictures of the completed project site to OPRD within 45 days of the Project Completion Date.

Project Sign: When project is completed, Grantee shall post an acknowledgement sign of their own design, or one supplied by the State, in a conspicuous location at the project site, consistent with the Grantee's requirements, acknowledging grant funding and the State's participation in the Project.

Agreement Documents: Included as part of this Agreement are:
Attachment A: Standard Terms and Conditions
Attachment B: Project Application including Description and Budget

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents is as follows, listed from highest precedence to lowest precedence: this Agreement without Attachments; Attachment A; Attachment B.

Contact Information: A change in the contact information for either party is effective upon providing notice to the other party:

Grantee Administrator
Kirsti Cason
Morrow County
PO Box 428
Lexington, OR 97839
541-989-9500
kcason@co.morrow.or.us

Grantee Billing Contact
Kirsti Cason
Morrow County
PO Box 428
Lexington, OR 97839
541-989-9500
kcason@co.morrow.or.us

OPRD Contact
Mark Cowan, Coordinator
Oregon Parks & Rec Dept.
725 Summer ST NE STE C
Salem, OR 97301
503-986-0591
mark.cowan@oregon.gov

Signatures: In witness thereof: the parties hereto have caused this Agreement to be properly executed by their authorized representatives as of the last date hereinafter written.

GRANTEE

**STATE OF OREGON
ACTING BY AND THROUGH ITS
OREGON PARKS AND RECREATION DEPT.**

By: _____
Signature

By: _____
Daniel Killam, Deputy Director of Administration

Printed Name

Date

Title

Date

By: _____
Jan Hunt, Grants Section Manager

Oregon Department of Justice (ODOJ) approved for legal sufficiency for grants exceeding \$150,000:

Date

By: _____ N/A _____
ODOJ Signature or Authorization

Printed Name/Title

By: _____
Mark Cowan, OPRD Grant Program Coordinator

Date

Date



Attachment A – Standard Terms and Conditions

Oregon Parks and Recreation Department County Opportunity Grant Program Agreement

1. **Compliance with Law:** Grantee shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to implementation of the Project, including without limitation, OAR 736-007-0030 - County Opportunity Grant Program administrative rules. The grant program provides funding on a competitive project basis for the acquisition, development, rehabilitation, and planning of county park and recreation sites that provide camping facilities.
2. **Compliance with Workers Compensation Laws:** All employers, including Grantee, that employ subject workers who provide services in the State of Oregon shall comply with ORS.656.017 and provide the required Worker's Compensation coverage, unless such employers are exempt under ORS 656.126. Employer's liability insurance with coverage limits of not less than \$500,000 must be included.
3. **Amendments:** This Agreement may be amended only by a written amendment to the Agreement, executed by the parties.
4. **Expenditure Records:** Grantee shall document, maintain and submit records to OPRD for all Project expenses in accordance with generally accepted accounting principles, and in sufficient detail to permit OPRD to verify how Grant moneys were expended. These records shall be retained by the Grantee for at least six years after the Agreement terminates. The Grantee agrees to allow Oregon Secretary of State auditors, and State agency staff, access to all records related to this Agreement, for audit and inspection, and monitoring of services. Such access will be during normal business hours, or by appointment. Grantee shall ensure that each of its subgrantees and subcontractors complies with these requirements.
5. **Equipment:** Equipment purchased with County Opportunity Grant Program funds must be used as described in the Project Agreement and Application throughout the equipment's useful life. The Grantee will notify the State prior to the disposal of equipment and will coordinate with the State on the disposal to maximize the equipment's ongoing use for the benefit of the County Opportunity Grant Program.
6. **Use of Project Property:** Grantee warrants that the land within the Project boundary described in the Application (Attachment B) shall be dedicated and used for a period of no less than **20 years** from the completion of the Project. Grantee agrees to not change the use of, sell, or otherwise dispose of the land within the Project boundary, except upon written approval by OPRD. If the Project is located on land leased from the federal government, the lease shall run for a period of at least 20 years after the date the Project is completed. If the Project is located on land leased from a private or public entity, other than the federal government, the lease shall run for a period of at least 20 years after the date the Project is completed, unless the lessor under the lease agrees that, in the event the lease is terminated for any reason, the land shall continue to be dedicated and used as described in the Project Application for a period of at least 20 years after the date the Project is completed.

Land acquired using County Opportunity Grant funds shall be dedicated, by an instrument recorded in the county records, for recreational use in perpetuity, unless OPRD or a successor agency, consents to removal of the dedication.

7. **Conversion of Property:** Grantee further warrants that if the Grantee converts lands within the Project boundary to a use other than as described in the grant application or disposes of such land by sale or any other means converts land, the Grantee must provide replacement land acceptable to OPRD within 24 months of the date of the conversion or disposal or, if the conversion or disposal is not discovered by OPRD until a later date, within 24 months after the discovery of the conversion or disposal.

If replacement land cannot be obtained within the 24 month period, the Grantee will provide payment of the grant program's prorated share of the current fair market value of the Converted Land to the State. The prorated share is measured by that percentage of the original grant (plus any amendments) as compared to the original Project cost(s). The replacement land must be equal to the current fair market value of the Converted Land, as determined by an appraisal. The recreation utility of the replacement land must also be equal to that of the Converted Land.

If conversion occurs through processes outside of the Grantee's control such as condemnation or road replacement or realignment, the Grantee must pay to the State a prorated share of the consideration paid to the Grantee by the entity that caused the conversion. The State's prorated share is measured by the percentage of the original grant (plus any amendments) as compared to the original Project cost(s).

The warranties set forth in Section 6 and this Section 7 of this Agreement are in addition to, and not in lieu of, any other warranties set forth in this Agreement or implied by law.

8. **Contribution:** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which the State is jointly liable with the Grantee (or would be if joined in the Third Party Claim), the State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Grantee in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Grantee on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the State on the one hand and of the Grantee on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.

With respect to a Third Party Claim for which the Grantee is jointly liable with the State (or would be if joined in the Third Party Claim), the Grantee shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the State in such proportion as is appropriate to reflect the relative fault of the Grantee on the one hand and of the State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Grantee on the one hand and of the State on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in

such expenses, judgments, fines or settlement amounts. The Grantee's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

Grantee shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Grantee's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

9. **Inspection of Equipment and Project Property:** Grantee shall permit authorized representatives of State, the Secretary, or their designees to perform site reviews of the Project, and to inspect all Equipment, real property, facilities, and other property purchased by Grantee as part of the Project.
10. **Public Access:** The Grantee shall allow open and unencumbered public access to the completed Project to all guests who have paid any required fee, without regard to race, color, religious or political beliefs, sex, national origin or place of primary residence.
11. **Condition for Disbursement:** Disbursement of grant funds by OPRD is contingent upon OPRD having received sufficient funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow OPRD, in the exercise of its reasonable administrative discretion, to make the disbursement and upon Grantee's compliance with the terms of this Agreement.
12. **No Third Party Beneficiaries.** OPRD and Grantee are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly or indirectly, to a third person unless such a third person is individually identified by name herein and expressly described as intended beneficiary of the terms of this Agreement.
13. **Repayment:** In the event that the Grantee spends Grant Funds in any way prohibited by state or federal law, or for any purpose other than the completion of the Project, the Grantee shall reimburse the State for all such unlawfully or improperly expended funds. Such payment shall be made within 15 days of demand by the State.
14. **Termination:** This Agreement may be terminated by mutual consent of both parties, or by either party upon a 30-day notice in writing, delivered by certified mail or in person to the other party's contact identified in the Agreement. On termination of this Agreement, all accounts and payments will be processed according to the financial arrangements set forth herein for Project costs incurred prior to date of termination. Full credit shall be allowed for reimbursable expenses and the non-cancelable obligations properly incurred up to the effective date of the termination.
15. **Governing Law:** The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement. Any party bringing a legal action or proceeding against any other party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of

the United States or otherwise, from any claim or from the jurisdiction of any court.

16. **Entire Agreement:** This Agreement constitutes the entire Agreement between the parties. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, Agreements, or representations, oral or written, not specified herein regarding this Agreement. The Grantee, by signature of its authorized representative on the Agreement, acknowledges that the Grantee has read this Agreement, understands it, and agrees to be bound by its terms and conditions.
17. **Notices:** Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, email, or mailing the same, postage prepaid, to Grantee contact or State contact at the address or number set forth in this Agreement, or to such other addresses or numbers as either party may hereinafter indicate. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine, and to be effective against State, such facsimile transmission must be confirmed by telephone notice to State contact. Any communication by email shall be deemed to be given when the recipient of the email acknowledges receipt of the email. Any communication or notice mailed shall be deemed to be given when received, or five days after mailing.
18. **Counterparts:** This agreement may be executed in two or more counterparts (by facsimile or otherwise), each of which is an original and all of which together are deemed one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart.
19. **Severability:** If any term or provision of this agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

Revised by ODOJ 1/25/19: MC

OHV Development Phase II (COG)

Application #5110 - Grant Application Summary

Manage

Edit 

Project Information

Project Name

OHV Development Phase II

Brief Project Description

Improve existing primitive campsites, install new power supply line and provide power to campsites.

Project Start Date

11/30/2018

Project End Date

05/31/2019

Site Name

Morrow-Grant County OHV Park

Site City/Town/Area

Heppner, Oregon

Site County

Morrow

Site Description

D and E sections at the Morrow-Grant County OHV Park Campground, off of Oregon Highway 207 located between heppner and spray

Site Acreage

9000

Latitude

45.01865146787657

Longitude

-119.67470169067383

Contact Information

Applicant

Morrow County

Applicant Federal Tax Id

96-600-2308

Applicant DUNS Number

10741189

Project Contact

Kirsti Cason

Address

Kirsti Cason
365 West HWY 74
P.O. Box 428
Lexington, Oregon 97839
kcason@co.morrow.or.us
541-989-9500

Reimbursement Contact

Financial Information

Requested Amount

\$87,918.00

Match Amount

\$29,310.80

Total Project Cost

\$117,228.80

Grant %

74.99692908227328 %

Match %

25.0030709177267 %

Project Budget Worksheet

Project Budget Worksheet	
Main Power Supply (Transformer & Supply Lines)	\$38,641.00
Site Power (materials, labor)	\$45,777.00
Equipment - Loader - 20 hrs (43.63 Hr)	\$872.60
Equipment - Truck - 20 Hrs (59.93 Hr)	\$1,198.60
Equipment - Backhoe - 30 Hrs (23.00 Hr)	\$690.00
Equipment - Grader - 30 Hrs (66.94 Hr)	\$1,400.00
Equipment - Skidsteer - 40 Hrs (35.00 Hr)	\$1,400.00
Equipment - Mini Excvtr - 120 Hrs (19.00 Hr)	\$2,280.00
Equipment - Utility Pick-Up - 20 Hrs (23.35 Hr)	\$700.50
Equipment - Pick-up - 20 Hrs (19.00 hr)	\$380.00
Equipment - Plate Compactor - 35 Hrs (19.00 Hr)	\$646.10
Permits (Building, DEQ, Elec., Ect.)	\$2,000.00
Labor - Trenching, Equip. Op. - 500 Hrs (23.45 Hr)	\$11,725.00
200 cu. yrds. 1" minus Gravel (8.09 per yd)	\$1,618.00
Blasting (blast for burried electrical line)	\$7,900.00
Source of Funding Worksheet	
Equipment - Loader - 20 hrs (43.63 Hr) (Force Account Equipment)	\$872.60
Equipment - Truck - 20 Hrs (59.93 Hr) (Force Account Equipment)	\$1,198.60
Equipment - Backhoe - 30 Hrs (23.00 Hr) (Force Account Equipment)	\$690.00
Equipment - Grader - 30 Hrs (66.94 Hr) (Force Account Equipment)	\$1,400.00
Equipment - Skidsteer - 40 Hrs (35.00 Hr) (Force Account Equipment)	\$1,400.00
Equipment - Mini Excvtr - 120 Hrs (19.00 Hr) (Force Account Equipment)	\$2,280.00
Equipment - Utility Pick-Up - 20 Hrs (23.35 Hr) (Force Account Equipment)	\$700.50
Equipment - Pick-up - 20 Hrs (19.00 hr) (Force Account Equipment)	\$380.00

Project Budget Worksheet	
Equipment - Plate Compactor - 35 Hrs (19.00 Hr) (Force Account Equipment)	\$646.10
Permits (Building, DEQ, Elec., Ect.) (Cash - County Budget)	\$2,000.00
Labor - Trenching, Equip. Op. - 500 Hrs (23.45 Hr) (Force Account - Labor)	\$11,725.00
200 cu. yrds. 1" minus Gravel (8.09 per yd) (Force Account - Material)	\$1,618.00
Blasting (blast for burried electrical line) (Cash)	\$4,400.00

Total Project Cost

\$117,228.80

Total Match from Sponsor

\$29,310.80

Grant Funds Requested

\$87,918.00

Supplemental Information**NOTE: PLEASE LIMIT ANSWERS TO EACH QUESTION TO 400 WORDS OR LESS.****1. COUNTY PARKS OVERVIEW – Please describe your county park system:****a) Size of park system, number of parks and park attendance figures (if available):**

Morrow County currently has a total of three campgrounds; Anson Wright, Cutsforth, and the Morrow-Grant County Off Highway Vehicle Park (MGCOHV) that it manages and operates. Each park with their own unique aspects, with the largest of the three parks being the MGCOHV park at approximately 10,000 acres that is jointly owned by Morrow and Grant Counties with a memorandum of understanding between the counties that Morrow County has the authority to run and operate the facilities and area. The attendance varies from year to year mainly based off of the national and local economy; but since the OHV parks opening it has seen a steady stream of visitors and users with increased use of the years.

b) Predominant uses of county park system (camping, day use, etc.):

The use of the county parks system has two main features with the first feature being camping and day use recreation that is available at all three of the parks. The second feature is at the largest of the three parks (MGCOHV) and is the ATV trail system, that not only allows for ATV recreation but has also been

used by jeeps, equestrian enthusiasts, and mountain bikers. There are also those that use the facility for just camping or their hunting base camp.

c) Location, size and major uses of the park associated with this grant request:

This grant should it be funded would be used at the largest to the three parks (MGCOHV) specifically in the "D" and "E" camping areas. These areas of camping currently only have primitive or water only RV sites; our goal would be to upgrade sites to include power amenities. While the park mainly focuses on ATV recreational trails the other unique aspect of this park is that the campground is adjacent to the trail system allowing guest to ride from their campsites to the trails. These upgrades not only benefit these users but also those that are at the park just to camp and enjoy the other amenities the park and surrounding area has to offer.

2. PROJECT DESCRIPTION – Please describe the proposed project:

a) Where is the project located, what work to be done, who will do the work, and who will provide supervision:

This project is located within the campground area of the MGCOHV Park, specifically in the "D" and "E" camping areas. The goal of this project is to upgrade the existing campsites from dry/water only sites to partial campsites (power/water). The work will be completed by the local power company, contractors and parks employees with teh park management personnel overseeing the project.

b) Projected start and end dates for the project:

Start: November 2018 - End: December 2019 (weather permitting)

3. NEED / BENEFITS OF THE PROJECT (10 Points) – Please explain the need for, and the benefits of, the project:

a) What local or regional needs will be met and who will be the primary users of the project?

Based off the 2013-2017 SCORP the regional need for close to home and dispersed areas both address campground facilities. This project will enhance the existing campsite amenities that park users are requesting. The improvements to the campsites will allow guest to use the features of their RV's more as well as allowing some individuals with medical conditions to stay away from their homes. This project also help with local need of providing jobs to local businesses and individuals.

b) What social, economic or other benefits will result from the project?

This project in short term will aid socially and economically as it will help local small businesses provide jobs for area residents during the project. The long term the upgrades will not only aid the park but the local economy as based on similar previous projects people will stay longer spread the word regarding amenities and thus bringing in new visitors who when traveling through the area support local businesses.

c) How will the project meet needs identified in the Statewide Comprehensive Outdoor Recreation Plan (SCORP)?

This project focuses on three of the top five state wide issues the 2013-2017 SCORP has identified. The project aids with the promotion of strengthening park and recreations's role in increasing physical activity

in Oregon's population by providing improved amenities that guests and visitors are requesting for camping. With these improvements people stay longer as they have power to aid with day to day activities (cooking, lighting), but gets people out doors and recreating and seeing what nature has to offer. Some individuals suffer from medical conditions that require medical devices that need power or a generator to operate through the night which can get loud and disturb other park guests. By having the power available not only are they saving on fossil fuel; it helps others around them recreating have a more enjoyable camping experience as the noise from running generators are lessened or gone in some cases. Morrow County strives to operate its park by a standard set of guide lines and tries to ensure that funds are available for routine and preventative maintenance that not only keeps things running efficiently; but aids in the overall outdoor recreational experience.

4. EXCEPTIONAL NEED (10 Points)

a) If your county has an exceptional need for a grant, such as limited parks operating budget, the lack of public camping opportunities within the county, or the overall lack of county parks and recreation areas and facilities, please explain:

Due to limited funding, lack of powered RV amenities and high cost of electrical upgrades and installation assistance is being requested through this program.

5. PLANNING AND PUBLIC INVOLVEMENT (10 Points) - Please describe any planning and public involvement efforts that led to the selection of the project, including:

a) Citizen involvement through public workshops, meetings or hearings;

The County has a Parks Committee that holds annual meetings where the public is invited to attend and express their opinions, concerns and ideas. The park has a dedicated volunteer base that annually puts in 500+ hours of labor each year at the park.

b) Involvement of county parks board or local citizens' committees;

The Morrow County Parks Committee meets two or more times a year to discuss projects, activities, funding opportunities, events and other happenings at the parks. The public is invited to attend these meetings and provide input or express their concerns and issues to the Committee. This year a on-line survey was conducted and the results clearly showed that power to RV sites is at the top of user and visitor requests for amenities to upgrade.

c) Development of a park master plan or other county parks plans;

The Parks department has had a parks master plan in place for 10+ years, that was recently reviewed and updated to reflect the current statuses and future goals for the parks.

d) Other public involvement.

Face to face communication is the main communication with users and visitors. Social media, electronic and other communications with public happens on a daily basis that includes general park questions, complaints, ideas, or reservations at one of the parks. This type of multi-interaction with park users and the public has provided valuable insight to what is being done correctly or what could be improved on.

6. ENVIRONMENTAL ASSESSMENT - Please describe any adverse or beneficial environmental impacts resulting from the project.

a) Is the site in a flood plain or does it involve a wetland?

The existing campsite project areas are not in a flood plain and it does not involve a wetland.

b) Are there any threatened or endangered species on the site?

There are no threatened or endangered species on the existing camp sites.

c) Are there historic or cultural sites involved?

There are no historic or cultural sites in the current existing campsites of this project area.

d) What agencies or persons did you contact to determine environmental impacts? (Please list agencies/persons contacted).

Department of Environmental Quality (DEQ), Oregon Department of Fish and Wildlife (ODFW), Department of State Lands (DSL) — SHPO previous years, and attempted Oregon Department of Land Conservation & Development (DLCD) with no reply

7. ACCESSIBILITY FOR PEOPLE WITH DISABILITIES (10 Points) –

a) Does the county have an ADA Transition Plan?

Yes the county has a ADA Transition Plan.

b) Describe how accessible routes and signage will be provided between parking areas and the proposed facilities?

ADA facilities and amenities are marked with universal ADA marking and signage that includes but not limited to specific colors, symbols, diagrams, and or braille.

c) Are existing facilities accessible and if not, what is being planned to make them accessible?

They are accessible; and improvements continue to aid with additional accessibility.

8. SOURCE OF FUNDING (10 Points) - Please provide additional information about the sources of funding that will be used as the local match, including the following:

a) How firm is your local match - have the matching funds been committed to this project by your board or commission?

Funds have been budgeted and committed for this project for the fiscal year of 2018-2019, that has been approved by the County Board of Commissioners.

b) Describe any in-kind donations (volunteer labor, donated materials, etc.) in the project.

Match of this project will be from volunteer labor, force account labor, material and equipment (county parks/road department) as well as cash.

c) Discuss your agency's ability to meet long-term maintenance costs for the project.

There is a strong commitment from the county for this project and the park, as the user demand indicates that there is a need for this type of facility and use. The County's Park master plan focuses not only on short term but long term projects. Annual and routine inspections aid in insuring the longevity use of many of the projects in and around the park and county.

9. SUSTAINABILITY (5 Points) –

a) Describe your intent, strategies, documentation of results, and long-term management plans for sustainability in the project.

It is the County's intent to use the best management methods possible to develop, improve, install and manage the facilities for current and future generations to enjoy. In doing this recycled materials are used when ever possible, with the long term effects and public safety being the top priority. The park has a management plan in place that includes annual inspections and monitoring the park facilities and its infrastructure.

Applicant Certification

As an authorized representative of **Morrow County** , I certify that the applicant agrees that as a condition of receiving County Opportunity Grant Program assistance, it will comply with all applicable local, state and federal laws and regulations.

This application has been prepared with full knowledge of, and in compliance with, the Oregon Administrative Rules Chapter 736, Division 7, and Oregon Parks and Recreation Department's (OPRD) Grants Manual for the County Opportunity Grant program.

I also certify that to my best knowledge, information contained in this Application is true and correct. I will cooperate with Oregon Parks and Recreation Department by furnishing any additional information that may be requested in order to execute a State/Local Agreement, should the project receive funding assistance.

Kirsti Cason, 10/10/2018

▼ 25 Files

1 Comment

Letter addresses both archaeological and built-environment resources.

01-29-2019

dennis.griffin@oregon.gov



Oregon

Kate Brown, Governor

Parks and Recreation Department

State Historic Preservation Office

725 Summer St NE Ste C

Salem, OR 97301-1266

Phone (503) 986-0690

Fax (503) 986-0793

www.oregonheritage.org

January 29, 2019

Mr. Mark Cowan
Oregon Parks and Recreation Department
725 Summer St NE STE C
Salem, OR 97301



RE: SHPO Case No. 19-0045

OPRD COG Grant ID 5110, Morrow County, OHV Development Phase II

Improve primitive campsites with power

6S 25E 25, Morrow County

Dear Mr. Cowan:

Our office recently received a request to review your application for the project referenced above. In checking our statewide archaeological database, it appears that there have been no recent previous surveys completed near the proposed project area. However, the project area lies within an area generally perceived to have a high probability for possessing archaeological sites and/or buried human remains. In the absence of sufficient knowledge to predict the location of cultural resources within the project area, extreme caution is recommended during project related ground disturbing activities. Under state law (ORS 358.905 and ORS 97.74) archaeological sites, objects and human remains are protected on both state public and private lands in Oregon. If archaeological objects or sites are discovered during construction, all activities should cease immediately until a professional archaeologist can evaluate the discovery. If you have not already done so, be sure to consult with all appropriate Indian tribes regarding your proposed project. If the project has a federal nexus (i.e., federal funding, permitting, or oversight) please coordinate with the appropriate lead federal agency representative regarding compliance with Section 106 of the National Historic Preservation Act (NHPA). This letter addresses both archaeological and built-environment concerns. If you have any questions about the above comments or would like additional information, please feel free to contact our office at your convenience. In order to help us track your project accurately, please reference the SHPO case number above in all correspondence.

Sincerely,

Dennis Griffin, Ph.D., RPA
State Archaeologist
(503) 986-0674
dennis.griffin@oregon.gov

Inadvertent Discovery Plan for Cultural Resources

The Inadvertent Discovery Plan (IDP) should be followed if cultural materials, including human remains, are encountered during construction.

Protocol for coordination in the event of inadvertent discovery:

- In the event of an inadvertent discovery of possible cultural materials, including human remains, all work will stop immediately in the vicinity of the find. A 30 meter buffer should be placed around the discovery with work being able to proceed outside of this buffered area unless additional cultural materials are encountered.
- The area will be secured and protected.
- The project manager/land manager will be notified. The project/land manager will notify the State Historic Preservation Office (SHPO). If possible human remains are encountered, the Oregon State Police, Commission on Indian Services (CIS), SHPO, and appropriate Tribes will also be notified.
 - Oregon State Police: Chris Allori 503-731-4717
 - Commission on Indian Services (CIS): Karen Quigley 503-986-1067
 - Appropriate Tribes: As designated by CIS
 - State Historic Preservation Office:
 - Dennis Griffin 503-986-0674
 - John Pouley 503-986-0675
 - Matt Diederich 503-986-0577
- No work may resume until consultation with the SHPO has occurred and a professional archaeologist is able to assess the discovery.
- If human remains are encountered, do not disturb them in any way. *Do not call 911*. Do not speak with the media. Secure the location. Do not take Photos. The location should be secured and work will not resume in the area of discovery until all parties involved agree upon a course of action.
- A professional archaeologist may be needed to assess the discovery and they will consult with SHPO and appropriate Tribal Governments to determine an appropriate course of action.
- Archaeological excavations may be required. This is handled on a case by case basis by the professional archaeologist and project manager, in consultation with SHPO and appropriate Tribes.

When to stop work:

Construction work may uncover previously unidentified Native American or Euro-American artifacts. This may occur for a variety of reasons, but may be associated with deeply buried cultural material, access restrictions during project development, or if the area contains impervious surfaces throughout most of the project area which would have prevented standard archaeological site discovery methods.

Work must stop when the following types of artifacts and/or features are encountered:

Native American artifacts may include (but are not limited to):

- Flaked stone tools (arrowheads, knives scrapers etc.)
- Waste flakes that resulted from the construction of flaked stone tools
- Ground stone tools like mortars and pestles
- Layers (strata) of discolored earth resulting from fire hearths. May be black, red or mottled brown and often
- contain discolored cracked rocks or dark soil with broken shell
- Human remains
- Structural remains- wooden beams, post holes, fish weirs

Euro-American artifacts may include (but are not limited to):

- Glass (from bottles, vessels, windows etc.)
- Ceramic (from dinnerware, vessels etc.)
- Metal (nails, drink/food cans, tobacco tins, industrial parts etc.)
- Building materials (bricks, shingles etc.)
- Building remains (foundations, architectural components etc.)
- Old Wooden Posts, pilings, or planks (these may be encountered above or below water)
- Remains of ships or sea-going vessels, marine hardware etc.
- Old farm equipment may indicate historic resources in the area
- Even what looks to be old garbage could very well be an important archaeological resource

When in doubt, call it in!

Proceeding with Construction

- Construction can proceed only after the proper archaeological inspections have occurred and environmental clearances are obtained. This requires close coordination with SHPO and the Tribes.
- After an inadvertent discovery, some areas may be specified for close monitoring or 'no work zones.' Any such areas will be identified by the professional archaeologist to the Project Manager, and appropriate Contractor personnel.
- In coordination with the SHPO, the Project Manager will verify these identified areas and be sure that the areas are clearly demarcated in the field, as needed.



Request for Reimbursement Guide

All **Progress Reports** and **Reimbursement Requests** must be submitted using OPRD's online grant application and management system. An account with OPRDgrants.org is required for access.

For detailed instruction on how to submit Progress Reports and Reimbursement Requests, see the ***Grant Reporting and Reimbursement Instructions*** at:

- > oprdragrants.org
- > Grant Programs
- > Local Government
- > Application and Forms
- > ***Grant Reporting and Reimbursement Instructions***

All files for projects benefiting from Oregon Parks and Recreation Department administered grant funds must be able to pass a State audit. When preparing to submit a Request for Reimbursement, plan on submitting the following documentation:

- Progress Report**
- Project Bills / Invoices**
- Bill Payment Confirmation** – Please submit documentation confirming that all project bills/invoices have indeed been paid. The best way to document this is with some type of **Accounts Paid Report** or **Check Ledger Report** for the project that lists **Payments, Payee, Payment Date** and **Check Number**. (This is different from an Accounts Payable Report which would only list payments pending.) If an Accounts Paid Report is not available, please submit copies of canceled payment checks (with account numbers blocked out).

Once the project is completed . . .

- Project Pictures** – Please plan to submit 5-10 digital pictures of the completed project site, for the project file. Digital pictures can be attached to any Progress Report or Request for Reimbursement. For **Planning Projects**, rather than pictures, please submit a digital copy of the final **Planning Document**.

- Acknowledgement Sign** - Is there any type of signage on site acknowledging OPRD grant support for the project? If not, we will send you one.

If you have questions, please contact:

Mark Cowan
Grant Program Coordinator
mark.cowan@oregon.gov
503-986-0591
www.ore.gov/OPRD/GRANTS/index.shtml



P.O. Box 788 • Heppner, OR 97836
541-676-5613
www.co.morrow.or.us

Board of Commissioners

Commissioner Jim Doherty, Chair
Commissioner Melissa Lindsay
Commissioner Don Russell

March 6, 2019

Joint Committee on Carbon Reduction
c/o ljohnston@union-county.org

Dear Chairman and Committee Members,

The proposed Cap and Trade Bill, HB 2020, is a complex piece of legislation that will affect everyone in Oregon for the rest of their lives, especially rural areas in eastern Oregon.

While we commend you on the outreach and meetings held throughout the State, the eastern Oregon Counties have been treated unfairly. There were a minimal number of meetings set up and then a time limit of one hour was imposed. In Baker City alone, there were over 300 citizens who attended the meeting on February 25th but only 30 were able to testify given the one-hour time limit.

We are requesting that meetings with representatives in attendance be held in Baker, La Grande, Pendleton, Burns, Ontario, and John Day without a set time limit. Everyone deserves to be heard.

HB 2020, as it is proposed, is going to be devastating to our rural communities. This legislation will impact lives and livelihoods and create undue hardships for an ineffective and expensive plan. Please make sure you hear from everyone who wishes to make comment during the public hearing process.

Thank you,

Jim Doherty
Chair

Melissa Lindsay
Commissioner

Don Russell
Commissioner



February 27, 2019

Joint Committee on Carbon Reduction
State of Oregon Legislature
Oregon State Capital
Salem, OR 97301

RE: Public Testimony in opposition to HB 2020

Co-Chair Dembrow, Co-Chair Power and Members of the Committee,

My name is Ryan Neal and I am the Executive Director of the Port of Morrow, located in Boardman, Oregon. On behalf of the Port, I would like to submit the following comments on House Bill 2020.

First, by way of context, I think it's important to state that Port's missions are to increase jobs, increase assessed values, increase wages, and create a better quality of life for our citizens. The Port of Morrow is the second largest port in the State of Oregon and is a key driver in the economy of Morrow County and the State of Oregon.

Port related businesses contribute nearly \$2.8 billion in annual output, 8,400 jobs and over \$118 million in State and local tax payments each year. While we are a small county with a population just under 12,000 people, we have the third highest GDP per capita in the state.

We are located upriver with a farming and natural resource-based economy. We have a strong value-added agricultural base and recently had over \$3 billion in new construction including value-added food processing plants and data centers.

Second, I would like to point out that Morrow County leads the State of Oregon in Clean energy jobs density with more than 28 jobs per 1000 residents. Portland General Electric owns a coal-fired plant scheduled for shut down next year. That eliminates over 100 good, family waged jobs from our county. Umatilla Electric Coop buys more than 90 percent of its electricity wholesale from Bonneville Power Administration's hydro system which is a carbon-free source of power. The citizens of Morrow County are doing their part to reduce emissions.

HB 2020 is not good for the businesses or citizens in Morrow County or any other rural area in the state. Businesses in Morrow County would greatly suffer from this bill. Increased cost of power would be a deterrent to doing business in the State of Oregon. I would caution that future business development looking at locating in Oregon could easily be swayed to another state because of this added cost of doing business burden. This cap and trade legislation will also increase the cost of living for citizens with increased fuel and natural gas rates. Rural counties cannot afford this.

I encourage you to not move this bill forward until we can find a solution that will work for industry. It must be less invasive to their operations and encourage continued investment while trying to solve this important issue.

Thank you for the opportunity to comment.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Neal', is written over a circular stamp. The stamp contains the name 'Ryan Neal' and the title 'Executive Director' in a small, sans-serif font.

Ryan Neal
Executive Director

Port of Morrow • P. O. Box 200 • Boardman, OR 97818 • (541) 481-7678



AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #
7f

**Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)**

Staff Contact: Karmen Carlson
 Department: Human Resources
 Short Title of Agenda Item: (No acronyms please) **Compensation Committee and Non Represented Employees Data presented**

Phone Number (Ext): 5620
 Requested Agenda Date: 3/6/2019

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing:	<input checked="" type="checkbox"/> Update on Project/Committee
<input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated:	<input type="checkbox"/> Discussion & Action
Estimated Time:	Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

N/A Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:
 Contractor/Entity Address:
 Effective Dates – From: _____ Through: _____
 Total Contract Amount: _____ Budget Line: _____
 Does the contract amount exceed \$5,000? Yes No

Reviewed By:

_____	Department Head	Required for all BOC meetings
<i>David S</i> DATE 3/4/19	Admin. Officer/BOC Office	Required for all BOC meetings
_____	County Counsel	*Required for all legal documents
_____	Finance Office	*Required for all contracts; other items as appropriate.
Karmen Carlson DATE 3/1/2019	Human Resources	*If appropriate

*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

The Compensation Committee met on February 12th, 2019 at 1:30pm. Please see attached minutes and further COLA Calculations for Elected Positions in Morrow County. The Morrow County Compensation Committee has 5 members of the community and meets once per year to make recommendations for compensation of elected employees as required under ORS 204.112.

The Following Items have been attached are are presented for the Boards review.

1. Minutes from the Compensation Board Meeting
2. A COLA History chart for Morrow County
3. Elected (Total Fiscal Impact) for a 2%, a 2.5%, and a 3% COLA for Comparison
4. Non Represented (Total Fiscal Impact) for a 2%, 2.5%, and a 3% COLA for Comparison
5. Pending information from CIS Conference next week (to be finished before submittal)

The Human Resources Department does not have any recommendations regarding Compensation of Elected or Non represented Employees.

Past practices shows that the BOC was presented with this information and the discussion was brought to vote at a later date. I request that the discussion be presented for a vote on March 20th, 2019.

2. FISCAL IMPACT:

None at this time

3. SUGGESTED ACTION(S)/MOTION(S):

The Recommendations from the Compensation Board are being delivered to the Board Of Commissioners for inclusion in the Budget Document. Also being delivered is the Fiscal Impact of a COLA for Non Represented Employees.

At this time it is recommended that the discussion continue at the March 20th, 2019 BOC meeting.

Attach additional background documentation as needed.



COMPENSATION

2019/2020



KARMEN CARLSON

HUMAN
RESOURCES

Elected

&

Non-Represented

COMPENSATION

Notebook

Tab 1

IN THIS SECTION:

- Introduction Letter
- Minutes from 2019
Compensation Board
Committee Meeting
- Letter of
Recommendation from
the Compensation
Board



Human Resources

P.O. Box 788 • Heppner OR 97836
(541) 676-5620

Karmen Carlson
Human Resources Director
kcarlson@co.morrow.or.us

TO: Morrow County Board of Commissioners
FROM: Karmen Carlson, Human Resources Director
DATE: March 6th, 2019
RE: Compensation Discussion

To assist the conversation for compensation to non-represented employees as well as Elected Officials, the following information has been compiled in a packet for your review.

In the first tab, the Minutes of the Compensation Board are attached in draft form as well as a letter with the recommendations that were presented.

In the second tab, there is a history of COLA approvals for represented, non-represented, and Elected Officials for the past 8 years to show the pattern for the County.

In the third Tab, are the CIS Conference announcement that there would be no Medical insurance cost adjustments for 2020 except for the VIS, Optical coverage. Currently we are covered by the VSP3 plan and that coverage is being terminated due to the importance of having annual eye exams. The VSP1 will cost employees approx. \$2.00 per person per month. These higher rates are due to the raise in benefits.

In the fourth and final section of the packet there are Elected Official COLA Calculations for CURRENT wages to show what the budget impact will be with a 2%, 2.5%, and 3% COLA. The Non-represented COLA Calculations are forthcoming and will be presented as soon as possible.

All of the information that has been compiled by Ronda Fox in Payroll and myself is to assist in the conversation and does not in any way recommend a decision.

Karmen Carlson
Human Resources Director

**Morrow County
Compensation Board Meeting Minutes
February 12, 2019
Bartholomew Building
Heppner, Oregon**

Present

Lisanne Currin, Compensation Board
Andy Fletcher, Compensation Board
Eileen Hendricks, Compensation Board
Jill Martin, Compensation Board
Darrell Green, Administrator

Karmen Carlson, Human Resources Director
Roberta Lutcher, Executive Assistant

Absent

Kevin Ince, Compensation Board

Call to Order: 1:03 p.m.

Open Comments

Karmen Carlson, Human Resources Director, expressed appreciation to the Compensation Board members for attending the meeting, especially given the weather. She said the notebooks for the meeting were prepared with the intention of offering insight into how the County is doing, overall. At last year's Compensation Board meeting, the Board discussed the functions of each job and how they measured with private sector jobs. She said she reached out for comments, which can be found in the notebook. She explained that most of the jobs cannot be compared on an apples-to-apples basis with other counties, so it was difficult to have the information match.

Eileen Hendricks asked about the information from Umatilla County. Ms. Carlson offered several reasons for the difficulties she encounter in trying to compare Morrow County to Umatilla County: Umatilla County is much larger in population and square miles; Umatilla County often has several people in some jobs with duties broken out quite differently from Morrow County; and due to its larger population, Umatilla County builds its workforce much differently.

Election of Officers

Jill Martin nominated Lisanne Currin to remain as Chair. Andy Fletcher seconded.

Chair Currin welcomed those in the audience and noted a few Commissioners were in attendance. She asked for comment.

Commissioner Don Russell said the Morrow County Board of Commissioners appreciated the time put in by the Compensation Board members. He said the members were hand-selected for their skill set and because they were adept at doing this job. He said all the Compensation Board members are familiar with employees, wages, and certainly with Morrow County and the larger region. He said he would be available in his office if there were questions for him or about his role as a County Commissioner. Before leaving, he said he knew the members would do a good job and that he had confidence in them.

Commissioner Lindsay quipped she “echoed” Commissioner Russell’s comments.

Minutes

Mr. Fletcher moved to approve the 2018 Compensation Board meeting minutes, as stated. Ms. Martin seconded. Unanimous approval.

Elected Officials Compensation Deliberations

Commissioners

Chair Currin said it appeared all the bargaining units agreed on three-percent Cost of Living Adjustments (COLAs) for 2019/2020, and then asked if there were any comments.

Ms. Martin said this year’s meeting looks to be “quieter” than those of the last two years. There were lots of important topics discussed the last couple of years, she said, and there were even comments submitted from most of the positions. She added the Board handled a lot in the last two years, which helped settle things down and provide a good idea of the direction the County is going.

Ms. Carlson agreed, and added everyone had their concerns and questions answered in the last couple of years. She said she listened to the recordings and read the minutes of those meetings and could feel the progress everyone made. She said she thought everyone was comfortable with what took place in the last few years.

Mr. Fletcher said the question is still out there now that the Commissioner positions were made full-time. Is there any sentiment toward what the Commissioners believe they want to see done in the future?

Ms. Carlson said she offered them an opportunity to provide a letter and she received nothing. She said she thought the Commissioners felt comfortable with what has been done with their wages. Ms. Carlson said her belief was the Commissioners feel they do their jobs on a full-time basis, but they also have the freedom to take care of their personal businesses and issues, as well. All three of them really do put in a tremendous amount of time, she said, and they’ve done a good job dividing up duties and representation on committees and boards.

Chair Currin asked how the County is doing financially, as a whole.

Ms. Carlson said she did not feel qualified to comment and referred the Board to the Assessment & Tax information provided by Mike Gorman, Assessor/Tax Collector. Brief discussion.

Chair Currin stated the Board would review the information for each elected position and take them under consideration at the end for approval, etc.

Clerk

Ms. Carlson pointed out the letter in the books submitted by Clerk Bobbi Childers.

Ms. Martin said the letter appeared to be the same as what Ms. Childers submitted last few year and that she did not see any changes to her role or any expansion of her duties.

Chair Currin said when she looked at the comparables, the County was still on the upper end and still in the ballpark, even though that doesn't sound very scientific.

Ms. Martin said she did not see any significant changes from the previous year.

Treasurer

Ms. Carlson said a letter was not submitted by the Treasurer, Gayle Gutierrez, but she is still doing the same job as last year and nothing has changed. She added Treasurer duties are very difficult to compare from county to county as some are part-time, some full-time and some have added duties such as tax collection.

Mr. Fletcher said the County is still on the upper end.

Chair Currin said at one time the Morrow County Treasurer was doing the tax function as well. Who decides that?

Administrator Darrell Green provided the history of that position in recent years and said elected officials have to follow Oregon Revised Statutes (ORS) relative to their positions.

Chair Currin asked who has the authority to change job duties of an elected official.

Mr. Green said possibly the Commissioners, but only through control of the purse strings. Beyond that, it's difficult to make major changes, he said.

Surveyor

Mr. Green provided an update on the status of the Surveyor position. He said there is a contract with Stephen Haddock through 2020 for the use of his equipment, tools, truck, etc., and he receives pass-through fees as the County Surveyor, however, he does not receive any benefits. Mr. Haddock also is compensated for re-monumentation work, but that's outside of the scope of today's meeting, said Mr. Green.

Chair Currin said given that situation, the Compensation Board really has no input.

Mr. Green agreed, and added fees will be evaluated twice a year, County-wide.

Ms. Martin asked if the final determination for this position was that it will move away from being an elected official. Mr. Green said that is correct.

Assessor

Ms. Carlson said a letter was provided by Assessor/Tax Collector Mike Gorman, but nothing has changed about his job duties or the amount of people supervised.

Chair Currin asked if any positions had significant changes in budgets for which they are responsible or significant changes in structure.

Mr. Green said in the upcoming budget cycle, there are basically no requests for new positions from departments supervised by elected officials.

Discussion then took place on the Sheriff's salary and the need, by statute, for it to be the highest in that department. In recent years, the County had to increase Sheriff Ken Matlack's salary to accommodate that requirement and the County may find itself in that same situation in the near future. Chair Currin said it may be such a thing that the County Commission needs to deal with.

District Attorney (DA)

Justin Nelson said last year, for the DA position, not salary, but stipend, which is above any base salary, so that's a unique aspect. Many counties in Oregon have those and some go very high, such as Rod Underhill in Multnomah County. There are two current salary bases, he added. The stipend in Morrow County is more recent, and started about three or four years ago. He said last year he asked for no changes during the Compensation Board meeting process, but there was a COLA aspect so instead of limiting, he told the Board to feel free to do whatever, up or down. Things still have to go through the budget aspect no matter what, so it still could get changed either way, he said. Mr. Nelson said the only differing factor he noticed and wanted to add was about similar counties. He said he didn't think we directly compared to because the line of work ... is Umatilla County. The job duties are about the same but there is management aspects that are different for Umatilla County, but the comparable is for Umatilla County's about a \$19,500 stipend, so that's the only additional information he said he wanted to provide.

Chair Currin asked two questions - is the stipend treated as wage or is it flat; and are taxes withheld on the stipend?

Mr. Nelson replied, yes.

Chair Currin asked additional questions - is it considered compensation; are they supplementing your State compensation or are they paying for services provided to Morrow County.

Mr. Nelson said the stipend is a supplemental to the State, that is the difference. The stipend is just for the exact, no additional services for the stipend and that's the way it is for other counties. He said Clatsop County bases it on a certain percentage that is tied to the Sheriff or perhaps the assistant, but they base it on a certain percentage of the highest paid Deputy District Attorney (DDA) because there's actually an issue. There's an issue, he said, in Multnomah, Washington, and Clackamas Counties with the DDAs getting paid higher than the DAs. Mr. Nelson

continued, DDA salary is purely based on from the county perspective, so the county might have it and the State salary is usually very flat based on a set amount for about 28-30 counties in Oregon and the larger six to eight are a different amount. There's usually a very base amount and it only ever goes up for COLAs, he said. It's always part of the government budget but we're not really well liked by the legislature sometimes, so prosecutors don't ever get raises, he commented.

Chair Currin asked of Mr. Nelson, without disclosing your State wage, does the stipend with your State wage keep you above your DDA?

He replied it does. We do not have the same issue right now in Morrow County...but it's hard getting folks in rural areas, he said. They're always poaching each other in the valley areas and the cost of living is higher too, so they pay quite a bit more. In Morrow County we do really well, we do pay our DDA a good salary. He's paid very well for his level, said Mr. Nelson. Umatilla County is always losing folks to the valley and they might even have two openings right now, so there's an issue but we are doing a good job with that, he said.

Justice of the Peace

Ms. Carlson said Judge Ann Spicer did not turn in a letter but provided statistics of traffic citations, fines, etc., for the last few years.

Mr. Fletcher said her salary was bumped up last year.

Chair Currin said if she remembered correctly, there aren't very many comparables.

Ms. Martin added that was part of the discussion last year too.

Sheriff

Chair Currin said she previously commented on the only issue she noticed. She added from a comparable county standpoint, Sheriff Matlack is still at the top of that.

Compensation Board Recommendation to the Morrow County Board of Commissioners Adjustments

Mr. Fletcher said the only one he'd have a comment on would be Mr. Nelson. If a COLA is applied to his \$8,000 stipend, it would be \$240. He said he thought if we're going to make an adjustment, that's where an adjustment would have to take place and not just a COLA adjustment because that doesn't make sense from a mathematic standpoint.

Ms. Hendricks said the most recent information she can bring up is from 2015 (looking at her cell phone and showing it to the other Compensation Board members). She said she was guessing Tier 2, District Attorney salaries in Oregon.

Mr. Nelson replied that is right. He said he thought it was Tier 2 probably, if it was the lower one, it was Tier 2.

Ms. Hendricks said between that and his stipend, he's coming in just barely above the Sheriff.

Mr. Nelson said that is correct, he did look it up, Tier 2 was correct.

Chair Currin asked if there was a recommendation.

Mr. Fletcher said sure, but it wasn't based on anything. He said he was comfortable with a \$2,000 increase to the stipend but he didn't know what he was basing that on.

Ms. Hendricks said \$3,000 would be the same as a three-percent COLA.

Mr. Fletcher asked if she meant on the entire side of it.

Ms. Hendricks said almost, but yes.

Chair Currin asked if that position would receive a COLA from the State as well.

Mr. Nelson said it might, but he didn't know for sure, and there is that potential. He said sometimes they do include those, it's not a salary increase but there have been COLAs in the past, but he didn't recall the amounts. That is the argument the DA is always arguing, that we got our COLA for the past 15 years or so, he said.

Mr. Fletcher said once again, he was going to ask Mr. Nelson one more question to try to formulate it against something. He said Umatilla County per capita, what are we talking about your workload compared to Umatilla County's?

Mr. Nelson's reply was as follows: The best example he could give was Umatilla County's population is around 75,000 and they have a DA and he believed eight DDAs. They do not handle any of the justice, city, they have two city municipal courts, Hermiston and Pendleton. The Hermiston Municipal Court, so as an example that's hard because he said he didn't know workload numbers, but the Hermiston Municipal Court handles misdemeanor offenses that happen in Hermiston and Pendleton has their own municipal court. Morrow County has no municipal courts, we have a Justice Court, but Justice Court is also prosecuted by the DA and so when we say chief law enforcement aspect for a prosecution, we argue only in the County. So workload, you look at the population how it's spread out, is there more management aspect for DA Primus, yes, he said he wouldn't deny that. He said when he thinks about population, how many one DDA and one DA per population vs. nine over in Umatilla County...particularly since we handle all misdemeanor, all felonies, the only thing we don't handle is if it's conflicted on a specific conflict basis, if it involves a Sheriff's deputy or someone else we work with, one case might get farmed out. The only time we've done that, he said, is for Medicaid benefit fraud

cases. The State Department of Justice will deputize them. In each of these cases, he said, they're still considered underneath me. He said he didn't have the set numbers but that's the population, office size comparison.

Discussion to clarify the stipend information provided in the notebooks.

Chair Currin asked if there were recommendations.

Ms. Hendricks said she was fine with either but she thought because we haven't adjusted for a few years.

Mr. Fletcher asked, anything right?

Ms. Hendricks continued, that or a \$3,000 increase in stipend.

Ms. Hendricks moved to increase the stipend at \$3,000 in lieu of COLAs which have been foregone for numerous years, which could justify a much bigger number but it's not our budget. Chair Currin said the Commission can modify our recommendation as well. Mr. Fletcher seconded. Ms. Martin said she typically recuses herself from this vote because of her relation to Mr. Nelson. Vote – Aye: Chair Currin, Mr. Fletcher, Ms. Hendricks. Recused: Ms. Martin. Motion passes.

Chair Currin asked if adjustments were needed elsewhere.

Mr. Fletcher said it seems like it's fairly straight forward with the COLA adjustment, three-percent across the board.

Ms. Hendricks said excluding the Surveyor and the DA.

Mr. Fletcher moved to give all Elected Officials, excluding the District Attorney and the Surveyor, three-percent Cost of Living Adjustments. Ms. Martin seconded. Unanimous approval.

Open Comments

Mr. Fletcher said we'll have to address the Sheriff.

Chair Currin said her feeling on that is it's a County Commission discussion and they can make that adjustment if it happens, or maybe it already has with the movement of the scale, but when that happens, they can address it and then next year the Compensation Board can revisit it.

Adjourned: 1:49 p.m.



Human Resources

P.O. Box 788 • Heppner OR 97836
(541) 676-5620

Karmen Carlson
Human Resources Director
kcarlson@co.morrow.or.us

TO: Morrow County Board of Commissioners
FROM: Karmen Carlson, Human Resources Director
DATE: March 6, 2019
RE: Morrow County Compensation Board Recommendations

The Morrow County Compensation Board met on February 12, 2019. I want to thank all of the Board members for their time and effort in this process. All members of the Board had reviewed the notebooks that were provided to them prior to the meeting and arrived at the meeting ready to begin discussions. Kevin Ince was unable to attend and asked to be removed from the Board due to work commitments. Morrow County will be looking to fill that position.

The meeting format allowed for public comment at the beginning and the end of the meeting. During deliberations, the Board would ask questions of those in attendance and the information provided was helpful.

There was discussion regarding the compensation of the Commissioners. Please refer to the minutes of the meeting for more details. The Board made their recommendation for compensation of the Commissioners based on the compensation paid to Commissioners in other counties that also have a paid Administrator. The decision was not based on whether the position was a part-time or full-time equivalent.

I updated the Board on the discussions surrounding the method of compensation for the Surveyor. Currently the Surveyor is under contract that does not expire until 2020, therefore, there will not need to be any recommendation in 2019.

There was discussion about the compensation of the Sheriff. The Board commented that there is no concern regarding compensation exceeding the Sheriff wage this year however this issue appears to be a concern in 2020. The board agreed that this conversation will be covered next year to assure compliance with the State Statute.

The Board reviewed the compensation for the Justice of the Peace, the Tax Assessor, Treasurer, and Clerk and was comfortable with their wages based on the information collected and compatible's.

The Board discussed the Stipend for the District Attorney and asked questions of Mr. Nelson who was present. They discussed that his Stipend had not been adjusted for many years and felt an adjustment was overdue.

Please refer to the minutes for more detail of the deliberations and decisions of the Compensation Board.

The Compensation Board recommends the following compensation for Elected Officials for Fiscal Year 2018-2019:

- **Commissioners - 3% COLA.**
- **Justice of the Peace - 3% COLA.**
- **Clerk, Treasurer, Assessor and Sheriff - 3% COLA.**
- **District Attorney/County Counsel - increase of \$3000 to \$11,000 with no COLA.**
- **Surveyor - not discussed**

***These are all gross wage numbers.**

I appreciate the time and effort of the Board members and thank them for taking this evaluation very seriously. I also appreciate their employers for allowing them the time to participate in this meeting.

COMPENSATION

Notebook

IN THIS SECTION:

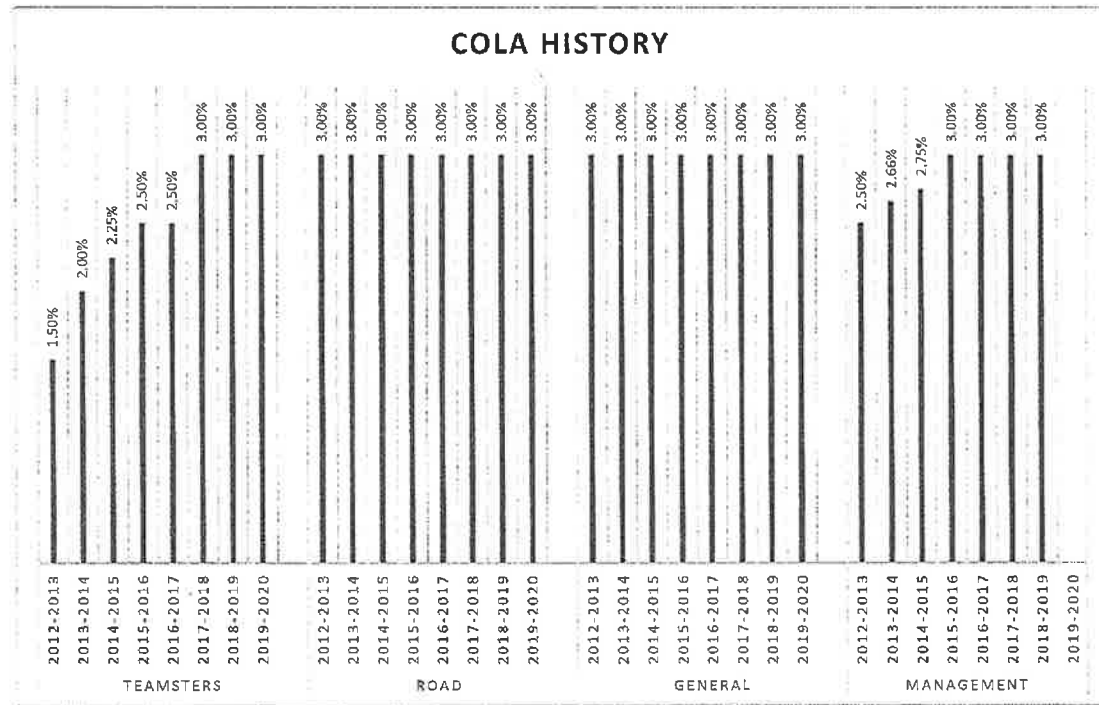
- History of COLA in Morrow County

Tab 2

Employee Group	Year	COLA
Teamsters	2012-2013	1.50%
	2013-2014	2.00%
	2014-2015	2.25%
	2015-2016	2.50%
	2016-2017	2.50%
	2017-2018	3.00%
	2018-2019	3.00%
	2019-2020	3.00%
Road	2012-2013	3.00%
	2013-2014	3.00%
	2014-2015	3.00%
	2015-2016	3.00%
	2016-2017	3.00%
	2017-2018	3.00%
	2018-2019	3.00%
	2019-2020	3.00%
General	2012-2013	3.00%
	2013-2014	3.00%
	2014-2015	3.00%
	2015-2016	3.00%
	2016-2017	3.00%
	2017-2018	3.00%
	2018-2019	3.00%
	2019-2020	3.00%
Management	2012-2013	2.50%
	2013-2014	2.66%
	2014-2015	2.75%
	2015-2016	3.00%
	2016-2017	3.00%
	2017-2018	3.00%
	2018-2019	3.00%
	2019-2020	

HISTORY OF MORROW COUNTY COLA COMPENSATION

Wednesday, March 6, 2019



Compensation

Notebook

IN THIS SECTION:

- **CIS Update for 2020
Insurance Rates**

Tab 3

About 2020 Rates

- Board subsidizing 2% Medicaid premium tax for 2020
- 2018 claims experience in the Regence plan better than it was in 2017 – positive impact on rate change
- Reserves remain strong

2020 Medical “Not to Exceed”: **COUNTIES**

Regence
VSP

Kaiser

Groups < 100

0%

0%

For existing VSP-1 plans
VSP-3 + \$1.80 to
\$4.65/mo.
per employee

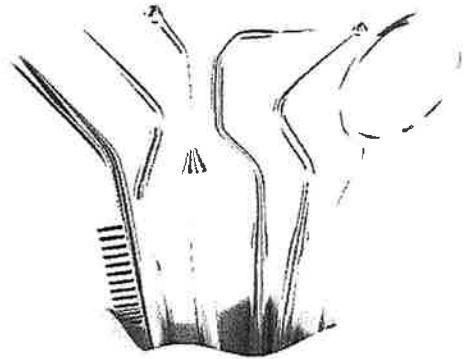
All Groups

8.0%

January 1, 2020 – December 31, 2020
Current rates continue through 2019



Dental “Not to Exceed”: **COUNTIES**



All Groups

Delta Dental **0%**

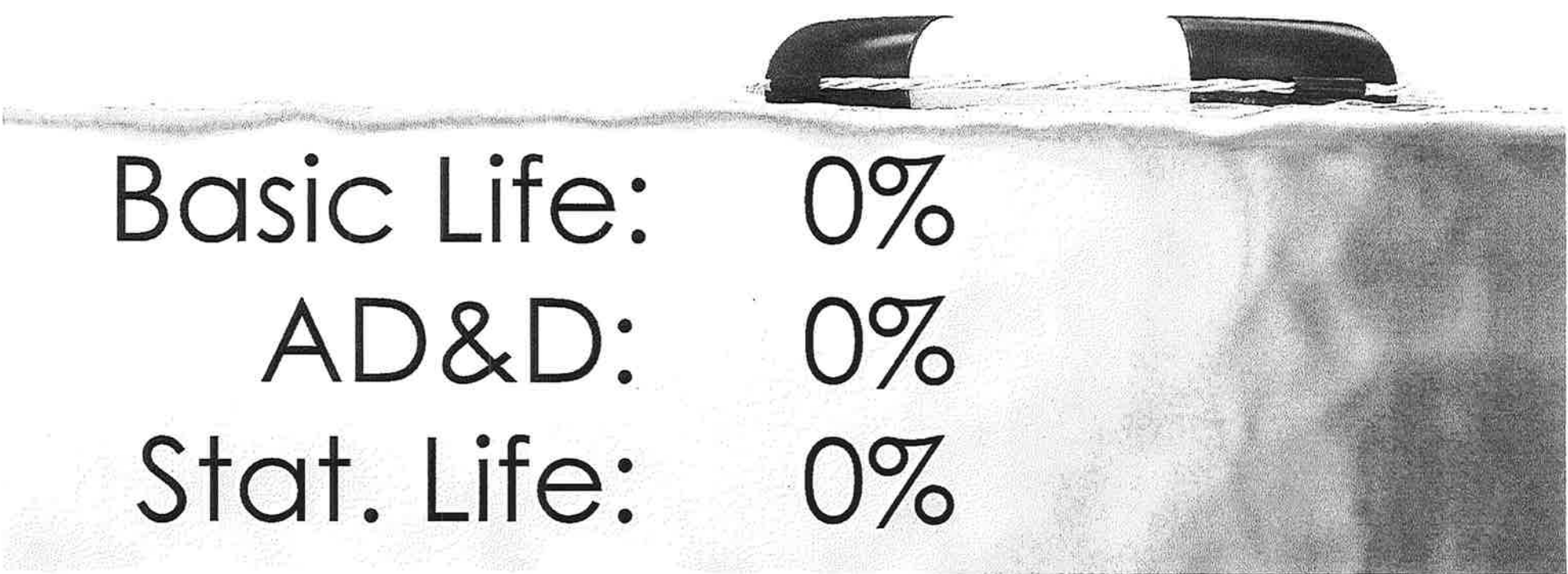
Willamette **9.25%**

Kaiser Dental **2.2%**

January 1, 2020 – December 31, 2020
Current rates continue through 2019



Life/AD&D "Not to Exceed": ALL MEMBERS



Basic Life:	0%
AD&D:	0%
Stat. Life:	0%

COMPENSATION

Notebook

IN THIS SECTION:

- Elected COLA Calculations
- Non-Represented COLA Calculations

Tab 4

2.000%

COMMISSIONER LINDSAY FY 19-20	
YR.SALARY	\$52,020.00
HEALTH&DENTAL FAMILY	\$24,416.22
FICA	\$3,225.24
RETIRE	\$12,900.96
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$119.65
MEDICARE	\$754.29
AIRLIFE	\$50.00
TOTAL	\$41,580.36
OVERHEAD	\$39.98
AVG HR COST	\$50.02
TOTAL COST	\$90.00
ANNUAL COST	\$93,600.36

COMMISSIONER RUSSELL FY 19-20	
YR.SALARY	\$52,020.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,225.24
RETIRE	\$12,900.96
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$119.65
MEDICARE	\$754.29
AIRLIFE	\$50.00
TOTAL	\$34,993.91
OVERHEAD	\$33.65
AVG HR COST	\$50.02
TOTAL COST	\$83.67
ANNUAL COST	\$87,013.91

2.000%

COMMISSIONER DOHERTY FY 19-20	
YR.SALARY	\$52,020.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,225.24
RETIRE	\$12,900.96
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$119.65
MEDICARE	\$754.29
AIRLIFE	\$50.00
TOTAL	\$34,993.91
OVERHEAD	\$33.65
AVG HR COST	\$50.02
TOTAL COST	\$83.67
ANNUAL COST	\$87,013.91

ASSESSOR FY 19-20	
YR.SALARY	\$84,713.04
HEALTH&DENTAL EMP ONLY	\$8,503.10
FICA	\$5,252.21
RETIRE	\$21,008.83
DISAB.	\$62.00
LIFE	\$52.00
W.C. 9410	\$1,185.98
MEDICARE	\$1,228.34
AIRLIFE	\$50.00
TOTAL	\$37,342.46
OVERHEAD	\$17.95
AVG HR COST	\$40.73
TOTAL COST	\$58.68
ANNUAL COST	\$122,055.50

2.000%

CLERK FY 19-20	
YR.SALARY	\$74,100.96
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,594.26
RETIRE	\$18,377.04
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$96.33
MEDICARE	\$1,074.46
AIRLIFE	\$50.00
TOTAL	\$42,135.86
OVERHEAD	\$20.26
AVG HR COST	\$35.63
TOTAL COST	\$55.88
ANNUAL COST	\$116,236.82

TREASURER FY 19-20	
YR.SALARY	\$74,100.96
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,594.26
RETIRE	\$18,377.04
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$96.33
MEDICARE	\$1,074.46
AIRLIFE	\$50.00
TOTAL	\$42,135.86
OVERHEAD	\$20.26
AVG HR COST	\$35.63
TOTAL COST	\$55.88
ANNUAL COST	\$116,236.82

2.000%

JUSTICE OF THE PEACE FY 19-20	
YR.SALARY	\$76,500.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,743.00
RETIRE	\$18,972.00
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$99.45
MEDICARE	\$1,109.25
AIRLIFE	\$50.00
TOTAL	\$42,917.47
OVERHEAD	\$20.63
AVG HR COST	\$36.78
TOTAL COST	\$57.41
ANNUAL COST	\$119,417.47

SHERIFF FY 19-20	
YR.SALARY	\$106,194.24
HEALTH&DENTAL EMP. ONLY	\$8,503.10
FICA	\$6,584.04
RETIRE	\$26,336.17
DISAB.	\$62.00
LIFE	\$52.00
W.C. 7720	\$2,899.10
MEDICARE	\$1,539.82
AIRLIFE	\$50.00
TOTAL	\$46,026.23
OVERHEAD	\$22.13
AVG HR COST	\$51.05
TOTAL COST	\$73.18
ANNUAL COST	\$152,220.47

2.500%

COMMISSIONER LINDSAY FY 19-20	
YR.SALARY	\$52,275.00
HEALTH&DENTAL FAMILY	\$24,416.22
FICA	\$3,241.05
RETIRE	\$12,964.20
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.23
MEDICARE	\$757.99
AIRLIFE	\$50.00
TOTAL	\$41,663.69
OVERHEAD	\$40.06
AVG HR COST	\$50.26
TOTAL COST	\$90.33
ANNUAL COST	\$93,938.69

COMMISSIONER RUSSELL FY 19-20	
YR.SALARY	\$52,275.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,241.05
RETIRE	\$12,964.20
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.23
MEDICARE	\$757.99
AIRLIFE	\$50.00
TOTAL	\$35,077.24
OVERHEAD	\$33.73
AVG HR COST	\$50.26
TOTAL COST	\$83.99
ANNUAL COST	\$87,352.24

2.500%

COMMISSIONER DOHERTY FY 19-20	
YR.SALARY	\$52,275.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,241.05
RETIRE	\$12,964.20
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.23
MEDICARE	\$757.99
AIRLIFE	\$50.00
TOTAL	\$35,077.24
OVERHEAD	\$33.73
AVG HR COST	\$50.26
TOTAL COST	\$83.99
ANNUAL COST	\$87,352.24

ASSESSOR FY 19-20	
YR.SALARY	\$85,128.30
HEALTH&DENTAL EMP ONLY	\$8,503.10
FICA	\$5,277.95
RETIRE	\$21,111.82
DISAB.	\$62.00
LIFE	\$52.00
W.C. 9410	\$1,191.80
MEDICARE	\$1,234.36
AIRLIFE	\$50.00
TOTAL	\$37,483.03
OVERHEAD	\$18.02
AVG HR COST	\$40.93
TOTAL COST	\$58.95
ANNUAL COST	\$122,611.33

2.500%

CLERK FY 19-20	
YR.SALARY	\$74,464.20
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,616.78
RETIRE	\$18,467.12
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$96.80
MEDICARE	\$1,079.73
AIRLIFE	\$50.00
TOTAL	\$42,254.21
OVERHEAD	\$20.31
AVG HR COST	\$35.80
TOTAL COST	\$56.11
ANNUAL COST	\$116,718.41

TREASURER FY 19-20	
YR.SALARY	\$74,464.20
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,616.78
RETIRE	\$18,467.12
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$96.80
MEDICARE	\$1,079.73
AIRLIFE	\$50.00
TOTAL	\$42,254.21
OVERHEAD	\$20.31
AVG HR COST	\$35.80
TOTAL COST	\$56.11
ANNUAL COST	\$116,718.41

2.500%

JUSTICE OF THE PEACE FY 19-20	
YR.SALARY	\$76,875.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,766.25
RETIRE	\$19,065.00
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$99.94
MEDICARE	\$1,114.69
AIRLIFE	\$50.00
TOTAL	\$43,039.65
OVERHEAD	\$20.69
AVG HR COST	\$36.96
TOTAL COST	\$57.65
ANNUAL COST	\$119,914.65

SHERIFF FY 19-20	
YR.SALARY	\$106,714.80
HEALTH&DENTAL EMP. ONLY	\$8,503.10
FICA	\$6,616.32
RETIRE	\$26,465.27
DISAB.	\$62.00
LIFE	\$52.00
W.C. 7720	\$2,913.31
MEDICARE	\$1,547.36
AIRLIFE	\$50.00
TOTAL	\$46,209.37
OVERHEAD	\$22.22
AVG HR COST	\$51.31
TOTAL COST	\$73.52
ANNUAL COST	\$152,924.17

3.000%

COMMISSIONER LINDSAY FY 19-20	
YR.SALARY	\$52,530.00
HEALTH&DENTAL FAMILY	\$24,416.22
FICA	\$3,256.86
RETIRE	\$13,027.44
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.82
MEDICARE	\$761.69
AIRLIFE	\$50.00
TOTAL	\$41,747.02
OVERHEAD	\$40.14
AVG HR COST	\$50.51
TOTAL COST	\$90.65
ANNUAL COST	\$94,277.02

COMMISSIONER RUSSELL FY 19-20	
YR.SALARY	\$52,530.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,256.86
RETIRE	\$13,027.44
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.82
MEDICARE	\$761.69
AIRLIFE	\$50.00
TOTAL	\$35,160.57
OVERHEAD	\$33.81
AVG HR COST	\$50.51
TOTAL COST	\$84.32
ANNUAL COST	\$87,690.57

3.000%

COMMISSIONER DOHERTY FY 19-20	
YR.SALARY	\$52,530.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$3,256.86
RETIRE	\$13,027.44
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8742	\$120.82
MEDICARE	\$761.69
AIRLIFE	\$50.00
TOTAL	\$35,160.57
OVERHEAD	\$33.81
AVG HR COST	\$50.51
TOTAL COST	\$84.32
ANNUAL COST	\$87,690.57

ASSESSOR FY 19-20	
YR.SALARY	\$85,543.56
HEALTH&DENTAL EMP ONLY	\$8,503.10
FICA	\$5,303.70
RETIRE	\$21,214.80
DISAB.	\$62.00
LIFE	\$52.00
W.C. 9410	\$1,197.61
MEDICARE	\$1,240.38
AIRLIFE	\$50.00
TOTAL	\$37,623.60
OVERHEAD	\$18.09
AVG HR COST	\$41.13
TOTAL COST	\$59.21
ANNUAL COST	\$123,167.16

3.000%

CLERK FY 19-20	
YR.SALARY	\$74,827.44
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,639.30
RETIRE	\$18,557.21
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$97.28
MEDICARE	\$1,085.00
AIRLIFE	\$50.00
TOTAL	\$42,372.55
OVERHEAD	\$20.37
AVG HR COST	\$35.97
TOTAL COST	\$56.35
ANNUAL COST	\$117,199.99

TREASURER FY 19-20	
YR.SALARY	\$74,827.44
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,639.30
RETIRE	\$18,557.21
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$97.28
MEDICARE	\$1,085.00
AIRLIFE	\$50.00
TOTAL	\$42,372.55
OVERHEAD	\$20.37
AVG HR COST	\$35.97
TOTAL COST	\$56.35
ANNUAL COST	\$117,199.99

3.000%

JUSTICE OF THE PEACE FY 19-20	
YR.SALARY	\$77,250.00
HEALTH&DENTAL EMP. SPOUSE	\$17,829.77
FICA	\$4,789.50
RETIRE	\$19,158.00
DISAB.	\$62.00
LIFE	\$52.00
W.C. 8810	\$100.43
MEDICARE	\$1,120.13
AIRLIFE	\$50.00
TOTAL	\$43,161.82
OVERHEAD	\$20.75
AVG HR COST	\$37.14
TOTAL COST	\$57.89
ANNUAL COST	\$120,411.82

SHERIFF FY 19-20	
YR.SALARY	\$107,235.36
HEALTH&DENTAL EMP. ONLY	\$8,503.10
FICA	\$6,648.59
RETIRE	\$26,594.37
DISAB.	\$62.00
LIFE	\$52.00
W.C. 7720	\$2,927.53
MEDICARE	\$1,554.91
AIRLIFE	\$50.00
TOTAL	\$46,392.50
OVERHEAD	\$22.30
AVG HR COST	\$51.56
TOTAL COST	\$73.86
ANNUAL COST	\$153,627.86

Elected Weight Cost Overview

Elected Official	Current Weight	2% COLA	2.5% COLA	3% COLA
Commissioner Lindsay	\$ 91,421.36	\$ 93,600.36	\$ 93,938.69	\$ 94,277.02
Commissioner Russell	\$ 85,057.64	\$ 87,013.91	\$ 87,352.24	\$ 87,690.57
Commissioner Doherty	\$ 85,057.64	\$ 87,013.91	\$ 87,352.24	\$ 87,690.57
Tax Collector/Assessor	\$ 119,510.76	\$ 122,055.50	\$ 122,611.33	\$ 123,167.16
Clerk	\$ 113,705.08	\$ 116,236.82	\$ 116,718.41	\$ 117,199.99
Treasurer	\$ 113,705.08	\$ 116,236.82	\$ 116,718.41	\$ 117,199.99
Justice of the Peace	\$ 116,820.30	\$ 119,417.47	\$ 119,914.65	\$ 120,411.82
Sheriff	\$ 149,035.41	\$ 152,220.47	\$ 152,924.17	\$ 153,627.86
Total Weight	\$ 874,313.27	\$ 893,795.26	\$ 897,530.14	\$ 901,264.98



Administration

P.O. Box 788 • Heppner OR 97836
(541) 676-2529 Fax (541) 676-5619

Darrell Green
County Administrator
dgreen@co.morrow.or.us

TO: Board of Commissioners
FROM: Darrell Green, County Administrator
DATE: March 1st, 2019
RE: Administrator Monthly Report for February 2019

Below are the highlights for the month of February:

1. Building update:

- a) North Morrow County Facility- Day CPM, Darrin Sweeney, project manager for the City of Richland and Robynne Parkinson presented information about Progressive Design Build.
- b) I will be working on a consulting agreement with Thaxton Parkinson pllc.
- c) I had a phone meeting with Day CPM to review their role and the role of a consultant (Thaxton Parkinson) to understand how they work together and to avoid unnecessary duplicity.

2. Meetings-

- a) Wheatridge SIP meetings- The meetings have been informative about the process. A second meeting with NextEra has not been set at this time.
- b) Travel TEAM meeting on February 11th was canceled due to weather and is rescheduled for March 7th. As I mentioned in my January report, we should have a policy update to bring to the BOC soon.
- c) County College from February 14-16th- County College started off with a couple tours of the Capitol building and we had a working dinner with a presentation on threat assessment. Day two consisted of information about Finance and budgeting and we wrapped up on Saturday with a leadership presentation by Dave Rabiner. Next County College is April 19th and 20th.
- d) Fleet TEAM meeting February 25th where we reviewed Deschutes County's fleet plan. We felt their plan was a good starting point and are making some changes to their plan to fit Morrow County. With a tight deadline to have this ready before Budget Committee meetings, the plan will likely be a fiscal 19-20 adoption.
- e) On February 26th, Public Works Director Matt Scrivner, County Counsel Justin Nelson, Commissioner Lindsay, and I successfully completed our Road Agreement with Vadata.
- f) Leadership TEAM meeting was canceled due to weather.

3. Other projects or activities

- a. Retirement Plan-We expect to have some information from Milliman by the end of March regarding changes to our current plan and moving to a defined contribution plan.
- b. Bartholomew Remodel- working on RFQ/RFP
- c. Ordered tablets for myself and the Board of Commissioners so that we can transition to electronic BOC meeting books. This will save time and money compared to current process of preparing binders.

I am looking forward to Spring!

Sincerely,

A handwritten signature in blue ink, appearing to read "Darrell J Green", with a long, sweeping underline that extends to the right.

Darrell J Green

 **OSCC** Oregon State Chamber of Commerce

OSCC Advocacy Update

OSCC Mid-Week Legislative Update

Dear OSCC members and colleagues -

1. The quarterly State Revenue Forecast was issued today. There are two key numbers you need to know.

First, the legislature is projected to have an additional \$67.7 million in tax revenue to spend for the upcoming 2019-21 budget cycle. This increase in projected revenue will close nearly 10% of the state's structural \$623 million budget deficit for the cycle. Combined with the passage of HB 2010 (the \$510 million Medicaid funding package), the deficit is nearly closed.

Second, the projected "kicker" refund to taxpayers next year will increase from a projected \$728 million to a projected \$748.5 million.

2. It has come to our attention that some of our members may be unaware of the impacts of Cap & Trade (House Bill 2020) on their commercial, non-profit or light industrial members.

Please see this release from the NW Gas Association. The natural gas impacts alone are staggering. Legislators are now eyeing raising \$1.1 billion per budget cycle with the HB 2020 cap and trade bill.

PLEASE SEE OUR ACTION ALERT AND WRITE YOUR LEGISLATOR TODAY!

Best regards,

JL Wilson & Jenny Dresler
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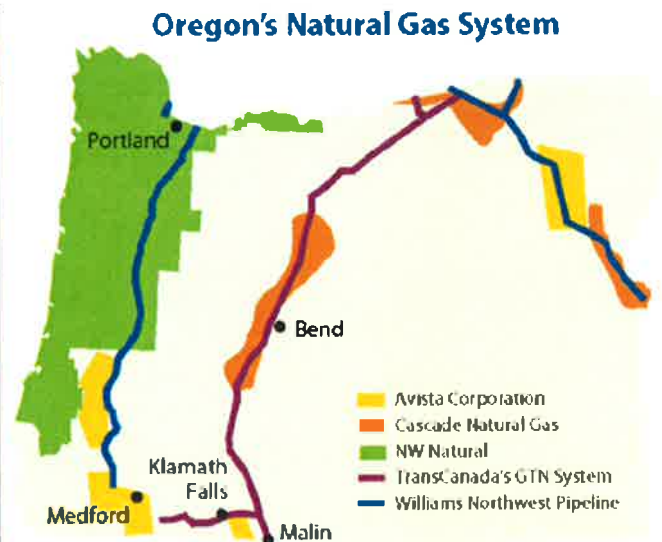
Oregon State Chamber of Commerce
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HB 2020 Oregon Cap and Trade Fact Sheet



The proposed HB 2020 legislation would have significant and lasting impacts on natural gas rate payers. Customers from all rate classes would experience rapid and increasing costs for simply heating their homes and businesses. The chart below shows the weighted average rate impact for all residential and commercial customers in Oregon, as well as by each of the three LDCs.

HB 2020 Natural Gas Customer Rate Impacts				
	2021	2025	2030	2035
Statewide Weighted Average				
Residential	12%	16%	25%	40%
Commercial	14%	18%	29%	46%
Avista				
Residential	19%	21%	31%	48%
Commercial	18%	18%	27%	56%
Cascade				
Residential	12%	19%	33%	46%
Commercial	15%	23%	40%	46%
NW Natural				
Residential	11%	15%	23%	38%
Commercial	13%	17%	27%	44%



The current HB 2020 proposal gives free credits to Oregon's electric utilities in recognition of prior legislatively mandated green initiatives. It treats the more than two million Oregon residents and businesses who rely on natural gas for warmth, comfort and productive energy differently, ignoring the strides that Oregon LDCs and their customers have made in reducing emissions through system maintenance, modernization and efficiency initiatives. Consider:

- Emissions from residential and commercial* use of natural gas make up about 6% of total statewide GHG emissions according to the Oregon Greenhouse Gas Sector-Based Inventory
- Emissions from residential and commercial use of natural gas have increased only 2 percent since 2000. Oregon has added more than 200,000 new natural gas homes (41% increase) and almost 20,000 new businesses (23% increase) over the same period.
- Each Oregon home heated by natural gas emits 29% less carbon than it did in the year 2000. Each commercial natural gas customer emits 19% less carbon than in 2000.
- We burn more natural gas in Oregon to generate electricity than homes and commercial entities combined use directly to heat space and water.

These achievements are not the result of legislation, but that does not make them any less real, nor reduce the commitment required by families, businesses and LDCs to see them through.

Conclusions

HB 2020 as currently composed is punitive to Oregon's natural gas customers and unfair. The state is already seeing emissions reductions from the transition to and increasing reliance on natural gas as a cleaner, reliable fuel for generating electricity. The state is also seeing significant emissions-related benefits by virtue of the highly efficient direct use of natural gas for residential and commercial space and water heat. All natural gas utility customers should receive a fair share of allowances to mitigate rate impacts.

*The commercial sector includes businesses (e.g. restaurants, breweries, laundromats, etc.), buildings and institutions (e.g. schools, universities, hospitals, etc.) that use natural gas for space and water heat.