

# MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

Wednesday, November 9, 2022 at 9:00 a.m.

Bartholomew Building Upper Conference Room

110 N. Court St., Heppner, Oregon

*Zoom Meeting Information on Page 2*

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. Approve Accounts Payable and Payroll Payables
  - b. Minutes: October 26<sup>th</sup>, November 2<sup>nd</sup>
  - c. Amendment 8 to Oregon Health Authority Intergovernmental Agreement #169524 for the Financing of Public Health Services
5. **Business Items**
  - a. Resolution R-2022-24: Approving the Morrow County Credit Card Use Policy (Kevin Ince, Finance Director)
  - b. Amended Contract with Ducote Consulting for Grant Writing and Environmental Services (Tamra Mabbott, Planning Director)
  - c. Payday Policy Change (Lindsay Grogan, Human Resources Director)
  - d. Access Agreement with the Department of Environmental Quality, Former Ione Gas Station (Commissioner Lindsay)
  - e. Membership Dues Invoice from NOWA (Northeast Oregon Water Association)
6. **Old Business**
  - a. Continuing Discussion on County-Owned Cistern
7. **Department Reports**
  - a. Surveyor's Quarterly Report (Matt Kenny, Contracted Surveyor)
  - b. Planning Department Monthly Report (Tamra Mabbott)
  - c. Treasurer Monthly Report (Jaylene Papineau, Treasurer)
8. **Commissioner Liaison Reports**
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](http://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 Lutchter 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

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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 Chair Jim Doherty at (541) 571-0584.

### **Zoom Meeting Information**

<https://zoom.us/j/5416762546>

Password: 97836

Meeting ID: 541-676-2546

#### **Zoom Call-In Numbers for Audio Only Using Meeting ID 541-676-2546#:**

- 1-346-248-7799
- 1-669-900-6833
- 1-312-626-6799
- 1-929-436-2866
- 1-253-215-8782
- 1-301-715-8592

**Morrow County Board of Commissioners Meeting Minutes  
October 26, 2022  
Bartholomew Building Upper Conference Room  
Heppner, Oregon**

**Present In-Person**

Vice Chair Melissa Lindsay, Commissioner Don Russell, Justin Nelson, Roberta Lutcher, Ken Matlack, Aaron Moss, Jaylene Papineau, Christy Kenny, Kevin Ince, Curtis Harper, Gina Wilson, Ivy Adams, Sarah Baker, Dan Robbins, Erik Patton, Brian Snyder, Nathen Braun, Terry Harper, Lindsay Grogan, Mike Haugen

**Excused**

Chair Jim Doherty

**Present Via Zoom**

Rick Stokoe, SaBrina Bailey-Cave, Julie Baker, Jeff Wenholz, David Sykes, Wendy Neal, Kirsti Cason, Ronda Fox, Eric Imes, Karen Pettigrew, Kelsey Crocker, Lisa Mittelsdorf, Mark Keith, Macy Goodwin, Mark Pratt, Diane Kilkenny, Linda Skendzel, Tamra Mabbott, Dabbie Radie, Patrick Collins, Yvonne Morter, Bill Saporito, Karmen (?), Patty Ortiz, Heidi Turrell

**Call to Order & Pledge of Allegiance:** 9:02 a.m.

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

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

- 1. Accounts Payable and Payroll Payables*
- 2. Minutes: October 19<sup>th</sup>*
- 3. Property Tax Refund, Lumen Technologies, Inc., \$18,423.14 (last of four payments)*

*Vice Chair Lindsay seconded. Unanimous approval.*

**Business Items**

Vehicle Purchase Request – Juvenile Department

Christy Kenny, Juvenile Department Director

Ms. Kenny explained the 2012 Dodge Charger her office had been using needed significant repairs (\$7,000). She obtained three quotes for a 2023 Subaru Crosstrek from dealerships in Hermiston, The Dalles and Portland. She requested approval to purchase the vehicle from Subaru of Portland in an amount up to \$35,000 in the event the specific vehicle quoted was no longer available.

*Commissioner Russell moved to approve the Juvenile Department’s request to purchase a 2023 Subaru Crosstrek in an amount not-to-exceed \$35,000, which allowed Ms. Kenny flexibility if the vehicle quoted was no longer on the market. Vice Chair Lindsay seconded. Discussion: Vice Chair Lindsay asked Justin Nelson, County Counsel, if Ms. Kenny needed to obtain new quotes if the original vehicle was no longer available. Mr. Nelson said...you are supposed to go out for three quotes...but if the price between Portland and Hermiston got closer, you could rationalize the local one, factoring in staff time, etc. However, you also need to take into account the vehicle is needed now since the Charger is broken down, he added. Ms. Kenny said the*

*salesman in Portland said the vehicle scheduled to arrive next week was very similar but the additional accessories added about \$400-500 to the total. Unanimous approval.*

Request to Sign: 2<sup>nd</sup> B.M.C.C. Replat

Vice Chair Lindsay said she received a call yesterday from Boardman City Manager, Karen Pettigrew, to add this to the agenda. She then asked Ms. Pettigrew to explain the situation.

Ms. Pettigrew thanked Vice Chair Lindsay for adding it to the agenda and said the replat process began in March. The City would like to get through this last hurdle in order to sell the surplus property. The Boardman Community Development Association (BCDA) planned to start the incubator building, she said.

*Commissioner Russell moved to approve and sign the 2<sup>nd</sup> B.M.C.C. Replat. Vice Chair Lindsay seconded. Unanimous approval.*

**Retirement Recognition – Sheriff Kenneth Matlack**

Vice Chair Lindsay began by reading the letter submitted by Sheriff Matlack as notice of his retirement. The Commissioners thanked Sheriff Matlack for his dedication to the County, saying such things as “We’ve been blessed to have him as our Sheriff,” and “We’re better off for the 18 years he served as our Sheriff.”

Others were invited to speak. Multiple staff members in the Sheriff’s Office relayed stories about their interactions with Sheriff Matlack and the positive impact he had on their careers.

**Business Items, continued**

Local Assistance and Tribal Consistency Fund (LATCF) – Federal Allocation

Kevin Ince, Finance Director

Mr. Ince said Morrow County was eligible to receive \$365,526.13 in fiscal years 2022 and 2023, totalling \$731,052.26.

*Commissioner Russell moved to approve the receipt of Morrow County’s allocation of the LATCF funds and authorize Mr. Ince to certify payment information, sign the program terms and conditions and submit the application through the U.S. Department of the Treasury submission portal. Vice Chair Lindsay seconded. Unanimous approval.*

Department of Land Conservation and Development (DLCD) Intergovernmental Agreement (IGA) #21104, Rural Transportation Equity Project

Tamra Mabbott, Planning Director

Ms. Mabbott said DLCD awarded Morrow County the grant but funding will go directly to Eastern Oregon University’s Rural Engagement & Vitality Center. Further, the person who will be directing this will work through Euvalcree. County staff will be engaged in the project throughout, she added.

According to the IGA, “The program aims to support underserved communities, in rural areas, gain access to critical services and destinations by identifying and pursuing transportation options like biking, walking and public transportation.”

*Commissioner Russell moved to authorize Vice Chair Lindsay to sign Intergovernmental Agreement #21104 with the Department of Land Conservation and Development; effective when fully signed, and terminating on June 30, 2023. Vice Chair Lindsay seconded. Unanimous approval.*

Request to Sign Comment Letter to Oregon Broadband Office

Aaron Moss, Broadband Action Team

Mr. Moss explained the letter offered comment to the Oregon Broadband Office on the subject of draft grant rules for the American Rescue Plan Act – Capital Projects Fund: Broadband Deployment Program, as well as the Broadband Technical Assistance Program Handbook.

*Commissioner Russell moved to adopt and sign the comment letter to the Oregon Broadband Office. Vice Chair Lindsay seconded. Unanimous approval.*

**Department Reports**

- The Road Department Monthly Report was provided by Mike Haugen, Assistant Roadmaster
- The Human Resources Quarterly Report was provided by Lindsay Grogan, Director
- The Public Health Quarterly Report was provided by Robin Canaday, Director
- The written Weed Department Quarterly Report was reviewed, as submitted by Dave Pranger, Weed Coordinator/Inspector

**Commissioner Liaison Reports** – Not provided

**Correspondence** – None

**Commissioner Reports**

Reports were provided by the Commissioners.

**Signing of documents**

**Adjourned:** 10:25 a.m.

**Morrow County Board of Commissioners Meeting Minutes**  
**November 2, 2022**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Jim Doherty, Commissioner Melissa Lindsay, Commissioner Don Russell, Roberta Lutcher, Justin Nelson, John Murray, Sandi Pointer, Gerry Arnson, Tony Clement, Jeff Fox, Mike Hughes, Lisa Pratt, Ken Browne, Kevin Ince, Eric Imes, Mike Haugen, Brian Snyder, Lindsay Grogan, Paul Gray

**Present Via Zoom**

Deona Seix, SaBrina Bailey-Cave, Ronda Fox, Heidi Turrell, Linda Skendzel, Todd Lindsay, Jeff Wenholz, Emily Roberts, Mike Gorman, Rick Stokoe, Torrie Griggs, Bill Saporito, Marie Shimer, Lisa Mittelsdorf, Kristi Cason, Erika Lasater, Julie Baker, Kelsey Crocker, Yvonne Morter, David Sykes, Anna Browne, Karen Pettigrew, Tamra Mabbott, Patrick Collins, Katie Imes, Diane Kilkenny, Logan Stephens

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

Chair Doherty said the agenda was amended yesterday to remove the Update on Ambulance Services Mediation at the request of Elizabeth Heckathorn (mediator hired by Morrow County). He said if anyone was here for that item, make note of that.

**City & Citizen Comments**

Mike Hughes, Fire Chief, Boardman Fire Rescue District (BFRD), requested to be on the agenda. He said BFRD had been going through the process of seeking an ambulance transport license and had been vigilant in carrying through the process the County set forward and he believed his request was reasonable. He said he wanted to clarify that the rumor Amazon paid for BFRD's ambulance and paramedic program was absolutely false. BFRD purchased used ambulances by surplusing some older equipment, he explained, and the paramedics are paid through BFRD's payroll. The financials are open and shared at every BFRD Board Meeting, he added. The request for an ambulance transport license has been a very long process. He said he was perplexed as to why it continued to be delayed and why the Board of Commissioners (BOC) wouldn't take action on letting BFRD seek an ambulance transport license to the betterment of the community. Chief Hughes asked again to be on the agenda to seek an ambulance transport license letter – a letter verification to the state that verifies BFRD can seek an ambulance transport license, that's what the verification means. He said BFRD had no intention of using an attorney to mediate this. As a matter of fact, he said, BFRD's communication to its attorney a few weeks ago was they did not want to use attorneys to mediate the process, and Morrow County Health District's (MCHD) attorney was emailed saying as such. Chief Hughes added BFRD had been working through the mediation process designed by the BOC and they had been going through faithfully.

Chair Doherty said he appreciated his comments and, for clarity, he reiterated to Ken Browne the other day, and the paper indicated when the conversation came up last week that he kept trying to shut it down. The fact of the matter is, I was, he said. The discussion had been tabled and he was duty-bound to do that without a motion and second to un-table it. He said he originally

thought Ms. Heckathorn would be on the agenda today and he'd get the topic back on the agenda the following week. The County needed to be careful and not turn this into a discussion because attorneys for both BFRD and MCHD had reached in to the County; we have to tread lightly as we move forward. Next week, he was looking at a discussion on the ASA (Ambulance Service Area) and potential for a transport...and maybe some IGA (intergovernmental agreement) discussions with the partners, outside of what the County is doing. He said it's a large ticket item so nothing precludes the Board from putting it on but he suggested it be on the agenda and properly identified. Additionally, regarding the ambulance transport license request submitted by Chief Hughes, that in order for the County to build a certificate of need around it, he suggested providing more supporting documentation around this. He said he thought that would be more comfortable for the Board moving forward next week.

Chief Hughes said his first priority was patient care and he used this approach as helping their finances because that seemed to be this Board's focus, at the time. It's 100% about patient care, first and foremost. Yes, we could make a little bit of extra money, but again, it's about patient care, he stated.

John Murray, MCHD Board, said he appreciated Chief Hughes' comments about patient care and quality care. Right now, they're getting that and timely responses. Patients are taken care of. He said it seemed like every week BFRD wanted to be put on the agenda to approve ambulances. He appreciated the offer to mediate but he'd still suggest the BOC wait until the mediation was done. On the subject of mediation, he said the reason there wasn't a discussion today was because what was done by the mediator was illegal. He said he wanted legal mediation done, and to publish a report of how mediation was going during mediation was illegal in the State of Oregon. He asked that lawyers be involved who know the laws of mediation first, the laws of EMS (Emergency Medical Services) second. A lot will come out if we go the lawyer route and we'll get right down to brass tacks. We won't have people trying to influence a meeting, yelling outside in the hallway, etc. He said he wasn't impressed with how it's gone so far. The Health District wants mediation, no less than the Fire District but they'd like it done legally. Right now, the reason they weren't having a discussion was because it was illegal and that should tell us something right there.

Commissioner Russell said he didn't see how the Health District was providing the best customer care possible when people have to wait for out-of-area ambulances to come when the ambulance station in Boardman was already on a call or otherwise busy. The Health District's backup is Irrigon, but when the Boardman ambulance is on a call, the Health District repositions the Irrigon ambulance eight miles toward Boardman, which in his opinion, reduced the response time for Irrigon residents when there's a Boardman ambulance, or two, sitting on the adjoining property in the middle of Boardman with qualified paramedics on staff 24/7. When both those ambulances are busy, which happens occasionally, then you're relying on either an ambulance to come out of Umatilla County or Gilliam County. Again, there are a couple of ambulances sitting right there with qualified staff that could give much faster response times but because the Health District wants a monopoly on the market, you don't want that to happen. That's what the people in Boardman think, said Commissioner Russell. The people in Boardman think you have little value for their lives.

Mr. Murray asked Commissioner Russell what he thought was the greater danger – multiple ambulances racing to the scene or one positioned so it can respond within qualified times by Oregon Health Authority (OHA)? I can show you all the on-call stats for when they were paged out, when they arrived on the scene. Would you like to see them?

Commissioner Russell said, sure, he'd like to see them and he'd like Mr. Murray to explain to him and the citizens of Boardman how it's much better when there is a call for service out at Love's Truck Stop and the Boardman ambulance is already in route to Hermiston, and the Irrigon ambulance breaks down on the way, and then the Gilliam County ambulance out of Arlington gets paged out, and up to 40 minutes later, an ambulance shows up when there was one sitting in town that could have responded to that call. He said he knew it didn't happen every day, but if it happened to one of his friends or relatives, he wouldn't be happy.

Mr. Murray asked why Commissioner Russell thought he was against it and isn't that what mediation is for?

Commissioner Russell said it seemed to him the Health District was doing everything it could to block this mediation.

Mr. Murray said only mediation that's fair. For example, did the contract with the supervising physician, was it supervising or was it overseeing? Those kinds of things need to come out.

Chair Doherty said it felt like a tabled subject was being discussed.

Mr. Nelson said it could be set over a week or two as a Business Item. Anything can come up in public comment but if an item was removed from the agenda, then generally the public notice is it won't be fully discussed.

Mr. Murray encouraged legal mediation.

Commissioner Lindsay asked how the Board could encourage the two entities to get to that point. She continued by saying this had turned into political chaos and this Board was being disparaged left and right for something you all need to be adults and come together and talk through. She said she'd love to see the two entities mature-up and come together and talk through. If you care about patient care, it's not doing this. This is not patient care. Commissioner Lindsay said she wasn't a doctor, or EMS but she was tasked with an ASA Plan. This is ridiculous that they can't all be adults and actually do what they are saying, and that is care about patients. This room is not caring about patients, it's disparaging people, it's bullying people, it's threatening them to make the right decision on their behalf. Get in a room and figure out what mediation looks like because we tried and you all didn't make it work. You bullied, you walked out, you did whatever but you didn't make it work. So, figure it out. It's not ours to figure out, this is patient care. You are the patient care professionals.

**Open Agenda:** No items

**Consent Calendar**



Mr. Nelson said he had not yet reviewed the minutes of June 24, 2022 and requested they be set over one or two weeks. Chair Doherty said he had no challenge with it and would be happy to set it aside so he could go through it further.

*Commissioner Lindsay moved to approve the following items in the Consent Calendar, minus the minutes of June 24, 2022:*

- 1. Accounts Payable and Payroll Payables*
- 2. Federal Lands Access Program Assistance Agreement, Amendment #3; extending the period of performance of the agreement past the current deadline of December 31, 2022, now making it June 18, 2019 through June 30, 2023; and authorize Chair Doherty to sign on behalf of the County*
- 3. Oregon Department of Emergency Management, Homeland Security Grant Program, State Homeland Security Program, Grant No. 22-208; effective when fully executed and will terminate September 30, 2024; \$117,580 for generator at Morrow County Government Center; and authorize Chair Doherty to sign on behalf of the County*
- 4. Oregon Department of Emergency Management, Homeland Security Grant Program, State Homeland Security Program, Grant No. 22-236; effective when fully executed and will terminate September 30, 2024; \$29,690 for audio/visual equipment for the Upper Conference Room of the Bartholomew Building; and authorize Chair Doherty to sign on behalf of the County*

*Commissioner Russell seconded. Unanimous approval.*

#### **Retirement Recognition – Dave Pranger, Weed Coordinator/Inspector**

While Mr. Pranger was not in attendance, the Commissioners and Eric Imes, Public Works Director, took the opportunity to thank Mr. Pranger for his nearly 33 years with the County.

#### **Business Items**

##### Echo Solar, LLC, Payment in Lieu of Taxes (PILOT) Agreement

Jeff Fox, Gallatin Power

Mr. Fox said, as a refresher, they were developing the Echo Solar Project (maximum capacity of 1,250 megawatts alternating current (MWAC)). The project is primarily located on dryland wheat farm land and Pine Gate Renewables was now the owner of the project, he added.

Points of discussion:

- Echo Solar was requesting a 20-year agreement at the maximum amount/MWAC allowed by Oregon - \$7,000.
- The project will break ground in 2024 and a portion of the project will come online in the first quarter of 2026.
- The project will be along Bombing Range Road and will connect to the Blue Ridge Transmission Line using a second wire on the other side of Blue Ridge's line. Chair Doherty said he'd reference it as the Wheatridge transmission line.
- Echo Solar's tax estimate cost build-up assumed 440 MW of energy storage but in all likelihood, they cannot bring that much online in the beginning. The project will come online in phases and Mr. Fox said 400 MW online at a time would be an aggressive schedule.

- Commissioner Lindsay asked if an entity can buy Echo Solar's "green labeled" energy directly. Mr. Fox said contractually, it can have a premium and be sold directly to consumers at a premium under different rate tariffs.
- Commissioner Lindsay expressed concern at the full 20 years. She said she didn't know why the County would give up the extra \$40 million. She said she preferred five years or possibly 10 or 15, but 20 was too long.
- Mr. Fox said the reduced tax rate would be meaningful...the expectations are energy storage will be pricey in this time frame because of competition with electric vehicles and putting those batteries into vehicles instead, as it's basically the same technology...this helps make it more attractive to put greater capital at work earlier...the additional five years of tax benefit was very helpful.
- Commissioner Lindsay asked the length of the Wheatridge/NextEra Project agreement. Mike Gorman, Assessor/Tax Collector, replied it was 15 years. She said it was at a higher amount and mentioned she wanted to be clear the Wheatridge line landowners had absolutely no interest in that line nor any benefit to that line so she had no reason to recuse and wanted to call that out.

*Chair Doherty moved to keep all else in the agreement the same and adjust the years to 17 and to sign the PILOT Agreement in the Agenda Packet with the exception being from 20 years to 17 years. Commissioner Russell asked the Chair to call for conflicts. Chair Doherty called for conflicts. Commissioner Russell said, for the record, he had a financial interest in a company called Windwave. We've had no direct contact with Echo Solar or their partners but he was in consultation with State Ethics and they suggested he declare a potential conflict of interest and still continue to participate. He said he had a potential conflict of interest although they had not had any contact. Commissioner Russell seconded. Commissioner Lindsay said, for clarity, she didn't have a conflict because the word "Wheatridge" was used. She said it was a good compromise but she still thought it was too long and the County didn't have to. She also wanted the record to reflect that she thought Commissioner Russell had an actual conflict but that was his to call out but she wanted the record to reflect that. Chair Doherty said Echo Solar referenced the line, etc., as a different sort of thing. Vote: Unanimous approval.*

**9:46 a.m. Public Hearing: Solid Waste Franchisee Rate Increase Request, Sanitary Disposal; Order No. OR-2022-8**

Sandi Pointer, Public Works

Kevin Miracle, Sanitary Disposal/Waste Connections

Chair Doherty called for abstentions and conflicts of interest; the Commissioners stated they had neither.

Mr. Miracle said he and the Solid Waste Administrator, Public Works Director Eric Imes, agreed the changes were needed. It was presented to the Solid Waste Advisory Committee (SWAC) on October 18<sup>th</sup>, where the vote was in favor of the request. Commissioner Russell was present at the meeting but recused himself from the vote, said Mr. Miracle. He went on to say Waste Connections preferred to do smaller yearly increases rather than waiting two or three years.

Chair Doherty called for proponents to speak; no response. He called for opponents to speak; no response. He closed the Public Hearing at 9:51 a.m.

*Commissioner Russell moved to approve the 5.5% rate increase request from Waste Connections, Inc., and approve Order No. OR-2022-8: In the Matter of Rate Increase for Solid Waste Collection by Waste Connections of Oregon, Inc., doing business as Sanitary Disposal. Commissioner Lindsay seconded. Unanimous approval.*

**Business Items, continued**

Rate Increase Request – Finley Buttes Landfill

Sandi Pointer, Public Works

Jeremy Fink, Finley Buttes Landfill/Waste Connections

Nancy Mitchell, Finley Buttes Landfill/Waste Connections

Mr. Fink said the last rate increase request took place in 2009. The current request would increase municipal solid waste (MSW) from \$16.73 per ton to \$18.73, and increase all other categories 12.5% except asbestos materials. He said like others in the industry, they have been impacted by inflation, particularly fuel and labor costs. He said going forward, they planned to submit annual requests.

Commissioner Russell said SWAC made the recommendation this was a valid increase, explaining it affects those people who go directly to Finley Buttes, but not the people who have their cans picked up on a weekly basis.

*Commissioner Russell moved to approve the rate increase requested by Waste Connections. Commissioner Lindsay seconded. Discussion: Commissioner Lindsay asked, for clarity, this came with a recommendation from SWAC? Ms. Pointer confirmed it did. Commissioner Lindsay asked the impact on the average citizen. Commissioner Russell said it wouldn't impact someone having cans picked up on a regular basis but if someone hauls a large amount of refuse to Finley Buttes, it would. Ms. Pointer said it will increase the cost for the County to haul containers to Finley Buttes. Discussion continued on the need for there to be benefits to the citizens of the County for having the facility here. The possibility of opening up the transfer stations for County residents, like what occurred during COVID, was also talked about. Vote: Unanimous approval.*

Rock Pit Agreement, Mason Rock LLC

Eric Imes, Public Works Director

Mr. Imes said the term of the agreement was 10 years at \$0.50 per crushed ton of rock.

*Commissioner Lindsay moved to approve the Rock Pit Agreement with Mason Rock LLC; term to be 10 years commencing upon the signing by both parties (November 2, 2022) and terminating 10 years after that date. Commissioner Russell seconded. Vote: Unanimous approval.*

Resolution No. R-2022-22: Transfer of Appropriations for Sheriff's Office Roof Replacement

Tony Clement, General Maintenance Supervisor

Mr. Clement said when this process began prior to COVID, the estimated amount was under \$150,000. The bids received on October 13<sup>th</sup> came in at \$165,450 and \$180,000. Discussion.

Finance Director, Kevin Ince, said the amount of \$185,000 listed in the Resolution would be to cover change orders, etc.

*Chair Doherty moved to move forward with C&C Construction Services, Inc., Hermiston, at \$165,450; and to approve Resolution No. R-2022-22: In the Matter of Transfer of Appropriations for Sheriff Office Roof Replacement for Fiscal Year Beginning July 1, 2022. Commissioner Russell seconded. Discussion: Chair Doherty said it was a lot of money to put in there and at some point, the County needed to look at refreshing that or rebuilding that, not unlike the Public Health Building he's advocated for in Boardman. Vote: Unanimous approval.*

**Break:** 10:14-10:22 a.m.

Resolution No. R-2022-23: Transfer of Appropriations for Nitrate Emergency

Paul Gray, Emergency Manager

Chair Doherty said he listened to the audio from the Budget Committee Hearings in May and the group talked about earmarking an amount up to \$250,000 in a fund and it was bundled with some other items. Also, he informed the Board the state planned to cover the invoices the County paid for water delivery. In addition, they are planning to take that over, he said.

Mr. Gray said the County received \$16,000 in reimbursements from the business coalition and there were three new invoices out to them for a total of \$27,579. He said even though he asked for an extra \$60,000 to finish things, he hoped in the end, the County would have paid out less than the \$100,000 originally requested. As of today, he said, the expenditures were \$74,000 but there were a few bills that just came in that will put it over \$100,000.

*Chair Doherty moved to approve the \$60,000 into the Nitrate Emergency Fund and sign Resolution No. R-2022-23: In the Matter of Appropriations for Nitrate Emergency for Fiscal Year Beginning July 1, 2022. Commissioner Lindsay seconded. Discussion: Commissioner Russell asked if the issue over the documentation for the business coalition had been resolved. Mr. Gray said he was working to provide the documentation the business coalition needed to pay for some of the filter installations. Later in the discussion, Commissioner Russell requested a more detailed presentation on this budget. Commissioner Lindsay said as this moves into the recovery phase, maybe Mr. Gray and Ana Pineyro, Communicable Diseases/Emergency Coordinator, would return in the next few weeks to provide that presentation. Vote: Unanimous approval.*

Recruiting Plan for Chief of Staff

Lindsay Grogan, Human Resources Director

Ms. Grogan said the first review of applications would take place October 28<sup>th</sup> and she wanted to confirm the expectations of the Board for an interview panel. After discussion, the Commissioners directed her to include Department Directors and Elected Officials, at her discretion. Commissioner Russell reiterated his stance that the two Commissioner-Elects should be involved in the process. Commissioner Lindsay said they turned down that opportunity, and Chair Doherty said they were just citizens until they were sworn in.

Compensation Board Discussion

Lindsay Grogan, HR Director

Ms. Grogan asked what the Board wanted the 2023 Compensation Board process to look like.

Commissioner Russell said the counties used for comparison purposes were good but he suggested Ms. Grogan verify if all the members of the Compensation Board were qualified to serve since one of them no longer lived in the County. He also said the Justice of the Peace position should be included in the review by the Compensation Board, to which Commissioner Lindsay also agreed. However, they disagreed on whether the stipend paid to the District Attorney should be included in the Compensation Board's review. When Ms. Grogan said it should be reviewed somewhere, Commissioner Russell asked that it be brought to the BOC at the same time Ms. Grogan presents the materials going to the Compensation Board.

Discuss National Association of Counties' Funding Request to State Associations for a National Center for Public Lands Counties

After a brief discussion, the Board decided to bring the topic back on November 23<sup>rd</sup>, after the annual conference of the Association of Oregon Counties.

**Old Business**

Resolution No. R-2022-18: Increase Appropriations Due to Price Increase for Three Buses  
Katie Imes, Public Transit Manager

Ms. Imes said the buses will be used for the Boardman/Port of Morrow Circular fixed route. However, the price increased by \$162,000 since they were originally ordered July 2021, for a variety of factors. Mr. Nelson went on to explain the results of his research into the contract signed in 2021. He said the contract was between the Oregon Department of Transportation and Creative Bus Sales, not Morrow County, and one option could be to go back out for bid. The downside of that could be the County losing its place in the line for the buses that are now ready to be built.

*Chair Doherty moved to approve Resolution No. R-2022-18: In the Matter of Increasing Appropriations for Fiscal Year Beginning July 1, 2022 – Fund 225 STF Vehicle Reserve, in the amount of \$45,000. Commissioner Russell seconded. Vote: Unanimous approval.*

**Department Reports**

- The Sheriff's Office Monthly Report was provided by Lt. Brian Snyder
- The Finance Department Quarterly Report was provided by Kevin Ince, Director

**Commissioner Liaison Reports** – Not provided

**Correspondence** – None

**Commissioner Reports** – Reports were provided

**Signing of Documents**

Chair Doherty read the Executive Session citation (below) and said there was the potential for coming back with a decision.

**11:45 a.m. Executive Session:** Pursuant to ORS 192.660(2)(a) – To consider the employment of a public officer, employee, staff member or individual agent

**11:55 a.m. Closed Executive Session**

Chair Doherty noted the Board was back in open session and he would entertain a motion.

*Commissioner Russell moved to allow Human Resources to make the job offer at Step F. Commissioner Lindsay seconded. Vote: Unanimous approval.*

**Adjourned:** 11:57 a.m.



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

(For BOC Use)
Item #
40

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

Presenter at BOC: Robin Canaday
Department: Public Health
Short Title of Agenda Item:
(No acronyms please)

Date submitted to reviewers: 11/3/2022
Requested Agenda Date: 11/9/2022

Oregon Health Authority Intergovernmental Agreement #169524-8

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:
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity: Oregon Health Authority
Contractor/Entity Address: 800 NE Oregon Street, Suite 930, Portland, OR 97232
Effective Dates - From: 7/01/2022 Through: 06/30/2023
Total Contract Amount: \$22,663.17 Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Robin Canaday 11/3/2022 Department Director Required for all BOC meetings
Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
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)**

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

Eighth Amendment to Oregon Health Authority 2021-2023 Intergovernmental Agreement #169524 for the financing of Public Health Services

**2. FISCAL IMPACT:**

Dollars rolled over From Fiscal Year 22 to Fiscal Year 23 in several Program Elements: (see attachment)

Total increase of \$769,966.18 for Funding of Public Health Services

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

Motion to accept the Eighth Amendment to IGA #169524

Attach additional background documentation as needed.



Agreement #169524



**EIGHTH AMENDMENT TO OREGON HEALTH AUTHORITY  
2021-2023 INTERGOVERNMENTAL AGREEMENT FOR THE  
FINANCING OF PUBLIC HEALTH SERVICES**

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to [dhs-oha.publicationrequest@state.or.us](mailto:dhs-oha.publicationrequest@state.or.us) or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

This Eighth Amendment to Oregon Health Authority 2021-2023 Intergovernmental Agreement for the Financing of Public Health Services, effective July 1, 2021, (as amended and restated the "Agreement"), is between the State of Oregon acting by and through its Oregon Health Authority ("OHA") and Morrow County ("LPHA"), the entity designated, pursuant to ORS 431.003, as the Local Public Health Authority for Morrow County.

**RECITALS**

WHEREAS, OHA and LPHA wish to modify the Fiscal Year 2022 (FY22) Financial Assistance Award set forth in Exhibit C of the Agreement.

WHEREAS, OHA and LPHA wish to modify the Fiscal Year 2023 (FY23) Financial Assistance Award set forth in Exhibit C of the Agreement.

WHEREAS, OHA and LPHA wish to modify the Exhibit J "Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200, for Fiscal Year 22 (FY22)";

WHEREAS, OHA and LPHA wish to modify the Exhibit J "Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200, for Fiscal Year 23 (FY23)";

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows

**AGREEMENT**

1. This Amendment is effective on September 1, 2022, regardless of the date this amendment has been fully executed with signatures by every Party and when required, approved by the Department of Justice. However, payments may not be disbursed until the Amendment is fully executed.
2. The Agreement is hereby amended as follows:
  - a. Section 1 of Exhibit C of the Agreement entitled “Financial Assistance Award” for FY22 is hereby superseded and replaced in its entirety by Attachment A, entitled “Financial Assistance Award (FY22)”, attached hereto and incorporated herein by this reference. Attachment A must be read in conjunction with Section 3 of Exhibit C of the Agreement.
  - b. Section 1 of Exhibit C of the Agreement, entitled “Financial Assistance Award” for FY23 is hereby superseded and replaced in its entirety by Attachment B, entitled “Financial Assistance Award (FY23)”, attached hereto and incorporated herein by this reference. Attachment B must be read in conjunction with Section 3 of Exhibit C.
  - c. Exhibit J of the Agreement entitled “Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200” for FY22 is amended to add to the federal award information datasheet as set forth in Attachment C, attached hereto and incorporated herein by this reference.
  - d. Exhibit J of the Agreement entitled “Information required by 2 CFR Subtitle B with guidance at 2 CFR Part 200” for FY23 is amended to add to the federal award information datasheet as set forth in Attachment D, attached hereto and incorporated herein by this reference.
3. LPHA represents and warrants to OHA that the representations and warranties of LPHA set forth in Section 4 of Exhibit F of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
5. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
6. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below their respective signatures.

7. Signatures.

STATE OF OREGON, ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY

Signature: \_\_\_\_\_

Name: /for/ Nadia A. Davidson

Title: Director of Finance

Date: \_\_\_\_\_

MORROW COUNTY LOCAL PUBLIC HEALTH AUTHORITY

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY

*Agreement form group-approved by Wendy Johnson, Senior Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on September 19, 2022, copy of email approval in Agreement file.*

REVIEWED BY:

OHA PUBLIC HEALTH ADMINISTRATION

By: \_\_\_\_\_

Name: Derrick Clark (or designee)

Title: Program Support Manager

Date: \_\_\_\_\_

**Attachment A  
Financial Assistance Award (FY22)**

<b>State of Oregon Oregon Health Authority Public Health Division</b>		
<b>1) Grantee</b> Name: Morrow County  Street: 110 N Court Street City: Heppner State: OR Zip: 97836-7328	<b>2) Issue Date</b> Thursday, June 30, 2022	<b>This Action</b> Amendment
	<b>3) Award Period</b> From July 1, 2021 through June 30, 2022	

<b>4) OHA Public Health Funds Approved</b>				
<b>Number</b>	<b>Program</b>	<b>Previous Award Balance</b>	<b>Increase / Decrease</b>	<b>Current Award Balance</b>
PE01-01	State Support for Public Health	\$15,225.00	\$0.00	\$15,225.00
PE01-07	ELC ED Contact Tracing	\$162,128.00	(\$115,562.11)	\$46,565.89
PE01-08	COVID Wrap Direct Client Services	\$20,000.00	\$0.00	\$20,000.00
PE01-09	COVID-19 Active Monitoring - ELC	\$466,916.00	(\$408,095.53)	\$58,820.47
PE01-10	OIP - CARES	\$186,799.00	(\$125,728.72)	\$61,070.28
PE10-02	Sexually Transmitted Disease (STD)	\$23,633.00	\$0.00	\$23,633.00
PE12-01	Public Health Emergency Preparedness and Response (PHEP)	\$68,636.00	(\$1,194.38)	\$67,441.62
PE13-01	Tobacco Prevention and Education Program (TPEP)	\$7,500.00	\$0.00	\$7,500.00
PE42-03	MCAH Perinatal General Funds & Title XIX	\$1,911.00	\$0.00	\$1,911.00
PE42-04	MCAH Babies First! General Funds	\$6,112.00	\$0.00	\$6,112.00
PE42-06	MCAH General Funds & Title XIX	\$3,587.00	\$0.00	\$3,587.00
PE42-11	MCAH Title V	\$18,583.00	\$0.00	\$18,583.00
PE42-12	MCAH Oregon Mothers Care Title V	\$3,441.00	\$0.00	\$3,441.00
PE43-01	Public Health Practice (PHP) - Immunization Services	\$8,628.00	\$0.00	\$8,628.00

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

4) OHA Public Health Funds Approved				
Number	Program	Previous Award Balance	Increase / Decrease	Current Award Balance
PE43-06	CARES Flu	\$0.00	\$0.00	\$0.00
PE44-01	SBHC Base	\$60,000.00	\$0.00	\$60,000.00
PE44-02	SBHC - Mental Health Expansion	\$40,000.00	\$0.00	\$40,000.00
PE46-05	RH Community Participation & Assurance of Access	\$12,950.00	\$0.00	\$12,950.00
PE51-01	LPHA Leadership, Governance and Program Implementation	\$97,388.00	(\$83,074.82)	\$14,313.18
PE51-03	ARPA WF Funding	\$37,505.00	(\$37,505.00)	\$0.00
		\$1,240,942.00	(\$771,160.56)	\$469,781.44

5) Foot Notes:	
PE01-01	5/1/21: Bridge funding for July-Sept 2021. Additional funds to be awarded once budgets are final.
PE01-01	9/1/21: Prior comment null and void. Funding is now for FY22 7/1/2021-6/30/2022.
PE01-07	9/1/2021: Funds are available 07/01/2021 - 06/30/2023
PE01-08	9/1/2021: Funds are available 07/01/2021 - 06/30/2023
PE01-09	9/1/2021: Funds are available 7/1/2021 - 06/30/2023
PE01-10	Awarded funds can be spent on allowable costs for the period of 7/1/2021 - 6/30/2024. Any unspent funds as of 6/30/22 will be rolled over into the FY23 award. Please see provided budget guidance for more details on roll over information.
PE42-11	6/2022 - indirect rate maximum is 10%
PE42-12	6/2022: indirect rate maximum is 10%
PE43-06	9/1/2021: Activities funded under PE43-06 are the same as PE01-10. Please use PE43-06 funds first and if possible, use by 6/30/2022. No additional funds will be added to PE43-06. Current FY22 awards are a rollover of unspent FY21 awards.
PE51-01	5/1/21: Bridge funding for July-Sept 2021. Additional funds to be awarded once budgets are final.
PE51-01	9/1/21. Prior comment null and void. Award is for FY22 7/1/2021-6/30/2022.

**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

<b>6) Comments:</b>	
PE01-07	9/2022: rollover unspent funds from FY22 to FY23; 9/2021: SFY22 Rollover of unspent funds from FY21
PE01-08	9/2021: Rollover of unspent FY21 award to FY22
PE01-09	9/2022: rollover unspent funds from FY22 to FY23; 9/2021: Rollover of unspent funds from FY21 to FY22
PE01-10	9/2022: rollover unspent funds from FY22 to FY23; 9/2021: Rollover of Unspent funds 124,198 from FY21 to FY22
PE10-02	1/2022: Funds must be spent between 1/1/2022-06/30/2022
PE12-01	06/2022 SFY22 De-obligation of unspent funds 10/2021: SFY22 award of unspent funds from SFY21 - must be spent by 06/30/2022 and an updated Budget is required by 12/31/2021
PE43-01	9/2022: redist between funding sources
PE51-01	9/2022: move unspent funds from FY22 to FY23; 9/2021: added funding for FY22
PE51-03	9/2022: move unspent funds from FY22 to FY23;

<b>7) Capital outlay Requested in this action:</b>				
Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.				
<b>Program</b>	<b>Item Description</b>	<b>Cost</b>	<b>PROG APPROV</b>	

**Attachment B  
Financial Assistance Award (FY23)**

<b>State of Oregon Oregon Health Authority Public Health Division</b>		
<b>1) Grantee</b> Name: Morrow County  Street: 110 N Court Street City: Heppner State: OR Zip: 97836-7328	<b>2) Issue Date</b> Thursday, September 1, 2022	<b>This Action</b> Amendment
	<b>3) Award Period</b> From July 1, 2022 through June 30, 2023	

<b>4) OHA Public Health Funds Approved</b>				
<b>Number</b>	<b>Program</b>	<b>Previous Award Balance</b>	<b>Increase / Decrease</b>	<b>Current Award Balance</b>
PE01-01	State Support for Public Health	\$15,225.00	\$0.00	\$15,225.00
PE01-07	ELC ED Contact Tracing	\$0.00	\$115,562.11	\$115,562.11
PE01-09	COVID-19 Active Monitoring - ELC	\$0.00	\$408,095.53	\$408,095.53
PE01-10	OIP - CARES	\$0.00	\$125,728.72	\$125,728.72
PE10-02	Sexually Transmitted Disease (STD)	\$47,266.00	\$0.00	\$47,266.00
PE12-01	Public Health Emergency Preparedness and Response (PHEP)	\$67,212.00	\$0.00	\$67,212.00
PE13-01	Tobacco Prevention and Education Program (TPEP)	\$7,500.00	\$0.00	\$7,500.00
PE42-03	MCAH Perinatal General Funds & Title XIX	\$1,900.00	\$0.00	\$1,900.00
PE42-04	MCAH Babies First! General Funds	\$6,077.00	\$0.00	\$6,077.00
PE42-06	MCAH General Funds & Title XIX	\$3,567.00	\$0.00	\$3,567.00
PE42-11	MCAH Title V	\$18,483.00	\$0.00	\$18,483.00
PE42-12	MCAH Oregon Mothers Care Title V	\$2,500.00	\$0.00	\$2,500.00
PE43-01	Public Health Practice (PHP) - Immunization Services	\$8,986.00	\$0.00	\$8,986.00
PE44-01	SBHC Base	\$60,000.00	\$0.00	\$60,000.00

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

<b>4) OHA Public Health Funds Approved</b>				
<b>Number</b>	<b>Program</b>	<b>Previous Award Balance</b>	<b>Increase / Decrease</b>	<b>Current Award Balance</b>
PE44-02	SBHC - Mental Health Expansion	\$40,000.00	\$0.00	\$40,000.00
PE46-05	RH Community Participation & Assurance of Access	\$13,677.17	\$0.00	\$13,677.17
PE51-01	LPHA Leadership, Governance and Program Implementation	\$118,990.00	\$83,074.82	\$202,064.82
PE51-03	ARPA WF Funding	\$37,505.00	\$37,505.00	\$75,010.00
		\$448,888.17	\$769,966.18	\$1,218,854.35

<b>5) Foot Notes:</b>	
PE01-01	9/1/2022: Funds are available 07/01/2022 - 06/30/2023. Not eligible for Carryover
PE01-07	9/1/2022: Funds are available 07/01/2022 - 06/30/2023
PE01-09	9/1/2022: Funds are available 07/01/2022 - 06/30/2023
PE01-10	9/2022: Awarded funds can be spent on allowable costs for the period of 7/1/2022 - 6/30/2024. Any unspent funds as of 6/30/23 will be rolled over into the FY24 award. Please see provided budget guidance for more details on roll over information.
PE42-11	5/2022: Indirect rate maximum is 10%
PE42-12	5/2022: Indirect rate maximum is 10%
PE51-01	9/2022: Funds available for 7/1/22-6/30/23. Not eligible for carryover.



**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

<b>6) Comments:</b>	
PE01-07	9/2022: rollover unspent funds from FY22 to FY23;
PE01-09	9/2022: rollover unspent funds from FY22 to FY23;
PE01-10	9/2022: rollover unspent funds from FY22 to FY23;
PE42-04	5/2022: SFY23 award is for the period of 7/1/2022 to 6/30/2023.
PE44-02	8/2022: realignment of funding source
PE46-05	07/2022: SFY23 Title X Initial Award
PE51-01	9/2022: move unspent funds from FY22 to FY23;
PE51-03	9/2022: rollover unspent funds from FY22

<b>7) Capital outlay Requested in this action:</b>				
Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.				
<b>Program</b>	<b>Item Description</b>	<b>Cost</b>	<b>PROG APPROV</b>	

**Attachment C**  
**Information required by CFR Subtitle B with guidance at 2 CFR Part 200 (FY22)**

<b>PE01-07 ELC ED Contact Tracing</b>	
Federal Award Identification Number:	NU50CK000541
Federal Award Date:	05/18/20
Budget Performance Period:	08/01/2019-07/31/2024
Awarding Agency:	CDC
CFDA Number:	93.323
CFDA Name:	Epidemiology and Laboratory Capacity (ELC)
Total Federal Award:	98,897,708
Project Description:	Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC)
Awarding Official:	Janice Downing
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	53708
Index:	50401

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$46,565.89	\$46,565.89

<b>PE01-09 COVID-19 Active Monitoring - ELC</b>	
Federal Award Identification Number:	NU50CK000541
Federal Award Date:	01/13/21
Budget Performance Period:	08/01/2019-07/31/2024
Awarding Agency:	CDC
CFDA Number:	93.323
CFDA Name:	Oregon 2020 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC)
Total Federal Award:	348,002,156
Project Description:	Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)
Awarding Official:	Mrs. Janice Downing
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	53708
Index:	50401

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$58,820.47	\$58,820.47

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

**PE01-10 OIP - CARES**

Federal Award Identification Number:	NH23IP922626
Federal Award Date:	03/31/21
Budget Performance Period:	7/1/2019-6/30/2024
Awarding Agency:	CDC
CFDA Number:	93.268
CFDA Name:	Immunization Cooperative Agreements
Total Federal Award:	38,627,576
Project Description:	Immunization and Vaccines for Children
Awarding Official:	Divya Cassity
Indirect Cost Rate:	17.64
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	53895
Index:	50404

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$61,070.28	\$61,070.28

**PE12-01 Public Health Emergency Preparedness and Response (PHEP)**

Federal Award Identification Number:	NU90TP922036	NU90TP922036
Federal Award Date:	04/26/21	06/22/20
Budget Performance Period:	07/01/2021-06/30/2022	07/01/2020-06/30/2022
Awarding Agency:	CDC	CDC
CFDA Number:	93.069	93.069
CFDA Name:	Public Health Emergency Preparedness	Public Health Emergency Preparedness
Total Federal Award:	8,367,576	8158206.00
Project Description:	Public Health Emergency Preparedness	Public Health Emergency Preparedness
Awarding Official:	Ms. Sylvia Reeves	Shirley Byrd
Indirect Cost Rate:	11.85	17.45%
Research and Development (T/F):	FALSE	FALSE
HIPPA	No	No
PCA:	53455	53323
Index:	50407	50407

Agency	UEI	Amount	Amount	Grand Total:
Morrow	000010741189	\$46,140.62	\$21,301.00	\$67,441.62

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

<b>PE43-01 Public Health Practice (PHP) - Immunization Services</b>		
Federal Award Identification Number:	05-XX05OR5028	NH23IP922626
Federal Award Date:	10/01/21	03/31/21
Budget Performance Period:	10/01/2021-09/30/2022	07/01/2019-06/30/2024
Awarding Agency:	DHHS	HHS/CDC
CFDA Number:	93.778	93.268
CFDA Name:	Medical Assistance Program	Immunization Cooperative Agreements
Total Federal Award:	108,000	86,490,216
Project Description:	Medicaid/Admin	Immunization and Vaccines for Children
Awarding Official:	N/A	Divya Cassity
Indirect Cost Rate:	0%	17.64%
Research and Development (T/F):	FALSE	FALSE
HIPPA	No	No
PCA:	53545	53464
Index:	50404	50404

Agency	UEI	Amount	Amount	Grand Total:
Morrow	000010741189	\$2,503.06	\$6,124.94	\$8,628.00

<b>PE51-03 ARPA WF Funding</b>	
Federal Award Identification Number:	NU90TP922194
Federal Award Date:	05/19/21
Budget Performance Period:	07/01/2021-06/30/2023
Awarding Agency:	CDC
CFDA Number:	93.354
CFDA Name:	Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response
Total Federal Award:	25,667,917
Project Description:	Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response
Awarding Official:	Sylvia Reeves
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	50271
Index:	50107

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$0.00	\$0.00

**Attachment D**  
**Information required by CFR Subtitle B with guidance at 2 CFR Part 200 (FY23)**

<b>PE01-07 ELC ED Contact Tracing</b>	
Federal Award Identification Number:	NU50CK000541
Federal Award Date:	05/18/20
Budget Performance Period:	08/01/2019-07/31/2024
Awarding Agency:	CDC
CFDA Number:	93.323
CFDA Name:	Epidemiology and Laboratory Capacity (ELC)
Total Federal Award:	98,897,708
Project Description:	Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC)
Awarding Official:	Janice Downing
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	53708
Index:	50401

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$115,562.11	\$115,562.11

<b>PE01-09 COVID-19 Active Monitoring - ELC</b>	
Federal Award Identification Number:	NU50CK000541
Federal Award Date:	01/13/21
Budget Performance Period:	08/01/2019-07/31/2024
Awarding Agency:	CDC
CFDA Number:	93.323
CFDA Name:	Oregon 2020 Epidemiology and Laboratory Capacity for Prevention and Control of Emerging Infectious Diseases (ELC)
Total Federal Award:	348,002,156
Project Description:	Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)
Awarding Official:	Mrs. Janice Downing
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	53708
Index:	50401

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$408,095.53	\$408,095.53

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

**PE01-10 OIP - CARES**

Federal Award Identification Number:	NH23IP922626	NH23IP922626
Federal Award Date:	01/15/21	03/31/21
Budget Performance Period:	7/1/2019-6/30/2024	7/1/2019-6/30/2024
Awarding Agency:	CDC	CDC
CFDA Number:	93.268	93.268
CFDA Name:	Immunization Cooperative Agreements	Immunization Cooperative Agreements
Total Federal Award:	38,110,851	38,627,576
Project Description:	Immunization and Vaccines for Children	Immunization and Vaccines for Children
Awarding Official:	Divya Cassity	Divya Cassity
Indirect Cost Rate:	17.64	17.64
Research and Development (T/F):	FALSE	FALSE
HIPPA	No	No
PCA:	53120	53895
Index:	50404	50404

Agency	UEI	Amount	Amount	Grand Total:
Morrow	000010741189	\$124,198.00	\$1,530.72	\$125,728.72

**PE51-03 ARPA WF Funding**

Federal Award Identification Number:	
Federal Award Date:	09/29/21
Budget Performance Period:	07/01/2021-06/30/2023
Awarding Agency:	CDC
CFDA Number:	93.354
CFDA Name:	Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response
Total Federal Award:	25,667,917
Project Description:	Cooperative Agreement for Emergency Response: Public Health Crisis Response - 2018
Awarding Official:	Sylvia Reeves
Indirect Cost Rate:	25,667,917
Research and Development (T/F):	FALSE
HIPPA	No
PCA:	50271
Index:	50107

Agency	UEI	Amount	Grand Total:
Morrow	000010741189	\$75,010.00	\$75,010.00





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

(For BOC Use)  
 Item #  
 5a

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

Presenter at BOC: Kevin C. Ince

Date submitted to reviewers: November 4, 2022

Department: Finance

Requested Agenda Date: November 9, 2022

Short Title of Agenda Item:

Morrow County Credit Card Policy Update; Resolution No. R-2022-24

(No acronyms please)

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

- |                                                                           |                                                         |
|---------------------------------------------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> Order or Resolution                   | <input type="checkbox"/> Appointments                   |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input 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 checked="" type="checkbox"/> Discussion & Action |
| Estimated Time:                                                           | Estimated Time: <b>10 minutes</b>                       |
| <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:

<u>Kevin C. Ince</u>	<u>11/4/2022</u>	<u>Department Director</u>	Required for all BOC meetings
	<small>DATE</small>		
<u>Don Russell</u>	<u>11/4/2022</u>	<u>Liaison Commissioner</u>	Required for all BOC meetings
	<small>DATE</small>		
		<u>County Counsel</u>	*Required for all legal documents
	<small>DATE</small>		
<u>Kevin C. Ince</u>	<u>11/4/2022</u>	<u>Finance Office</u>	*Required for all contracts; other items as appropriate.
	<small>DATE</small>		
		<u>Human Resources</u>	*If appropriate
	<small>DATE</small>		

\*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)**

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

On October 26, 2022 the Board of Commissioners held a work session for the purposes of reviewing and discussing changes to the Morrow County Credit Card Policy. The changes discussed during that work session have been incorporated into the draft policy proposal that was presented at that same meeting. A final draft of the Morrow County Credit Card Policy has been prepared for review and approval.

Changes made to the policy following the work session in development of the final draft are included in a redline version for review and discussion if desired.

**2. FISCAL IMPACT:**

None

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

Motion to approve Resolution R-2022-24 to replace the current Morrow County Credit Card Policy last revised on March 2, 2016, and direct Kevin Ince, Morrow County Finance Director to implement it.

Attach additional background documentation as needed.



**1) Introduction.**

**a) Purpose of Credit Card Policy**

- i) This policy is adopted by the Board of Commissioners as the governing body of the County to establish the rules and procedures for the use of County credit cards.
- ii) This policy describes the procedures for appropriate credit card use. The rules and procedures outlined in the policy are intended to meet the following objectives:
  - (1) Provide and maintain transparency
  - (2) Implement controls to safeguard County funds, prevent fraud and misuse
  - (3) Ensure compliance with applicable procurement laws, rules and regulations
- iii) Morrow County Employees and Officials who receive a County credit card agree to comply with all rules and regulations outlined in this policy and the Travel Policy as outlined in the Morrow County Employee Handbook.

**b) General Information**

- i) Morrow County provides credit cards to help employees and officials conduct official County business by making purchases where check is not practical or possible. Each Cardholder or Authorized User, as an authorized purchaser for Morrow County, must comply with the rules outlined in this County Credit Card Policy, the Morrow County Travel Policy (contained in the Morrow County Employee Handbook), and the Morrow County Procurement Policy.
- ii) Each Cardholder or Authorized User will sign the Credit Card Agreement, and agrees to comply with all program rules and regulations.
- iii) The Morrow County Finance Director shall be the administrator of the County Credit Card program.

**2) Assignment of Cards**

**a) General Assignment**

- i) Upon receipt of the Credit Card Agreement, one Credit Card shall be assigned to each department head and to each county official. Cards will be issued in the employee, or official's name.

**b) Additional Authorized Employees**

- i) Credit Cards may be issued to additional County employees as authorized by the County Finance Director and with approval of the Board of Commissioners provided that:

- (1) A written request explaining the business need and necessity for the issuance of the card is submitted by the employee's department head to the County Finance Director. The written request should contain an explanation of the expected type, frequency, and estimated monthly amount of purchases to be made with the credit card. The County Finance Director will review the request for reasonableness and submit it along with a recommendation regarding issuance to the County Board of Commissioners
- (2) The employee whom the card is being requested for has read and signed the Credit Card agreement.

**c) Departmental Credit Cards**

- i) Credit Cards issued in the name of a department or function, and not assigned to an individual, carry an increased level of risk and require additional controls and administrative oversight. In light of this, Departmental Credit Cards shall be limited to no more than two per department and shall be used primarily for approved travel for County business.
- ii) Credit Cards may be issued in the name of a department or function ("Departmental Credit Cards") for use in compliance with this policy provided that:
  - (1) A written request explaining the business need and necessity for the issuance of the card is submitted by the employee's department head to the County Finance Director. The written request should contain an explanation of the expected type, frequency, and estimated monthly amount of purchases to be made with the credit card. The County Finance Director will review the request for reasonableness and submit it along with a recommendation regarding issuance to the County Board of Commissioners.
  - (2) In addition to the above, the requestor shall include in their written request:
    - (a) A designation of the departmental Credit Card Custodian whose responsibilities shall include:
      - (i) Securing departmental credit cards not currently issued to authorized users;
      - (ii) Maintaining a 'check in/' check out' log that contains the last four digits of the credit card number, full name of the individual being assigned the card, date when the card was checked out, and the date when the card was checked back in;
      - (iii) Collection and submittal of all receipts, documentation and statements for the departmental card(s) as outlined in this policy
  - (3) A description of where and how departmental credit cards will be secured when not issued to Authorized Users.
  - (4) An acknowledgement that prior to issuing a credit card to an employee, the employee will be provided a copy of, or access to, the Morrow County Credit Card Policy and, if not already on file, a signed Credit Card Agreement will be collected from the employee and provided to the Finance Director.
- iii) Department Credit Cards shall only be issued on a temporary basis, shall not be permanently issued to any employee, and shall be secured by the Credit Card Custodian when not in use.

- iv) To further limit the financial risk associated with Departmental Credit Cards, the permanent monthly limit for each Departmental Card will be set at \$500. If a Departmental Credit Card is assigned to an Authorized User for use during approved travel the Credit Card Custodian will submit a request for a temporary limit increase to the Finance Department with at least 24 hours notice.

**d) Credit Card Limits**

- i) Credit Cards shall be issued with the following monthly credit limits:
  - (1) County Officials: \$3,500
  - (2) Department Heads & Directors: \$2,500
  - (3) Departmental Credit Cards: \$500
  - (4) All others: \$1,500
- ii) Exceptions to permanent credit card limits, up to \$5,000 per month, may be made at the discretion of the Finance Director based on a written request from a Department Head, Director, or County Official detailing the business need or requirement for the permanent limit increase.
- iii) Temporary increases up to \$10,000 per month, may be made at the discretion of the Finance Director based on a demonstrated and urgent business need.
- iv) Requests for permanent credit limit increases exceeding \$5,000 per month, or temporary increases exceeding \$10,000 per month shall be submitted to the Finance Director in writing and should contain a detailed explanation and demonstrated need for the request. The Finance Director will present the request, along with a recommendation, to the Board of Commissioners for approval.

**3) PAYMENT PROCESS**

- a) The monthly billing statement shall be sent directly to each Card Holder or Credit Card Custodian who shall:
  - i) Attach receipts, and any additional required documentation, of the charges listed on the statement;
  - ii) Identify the appropriate Fund, Department, and General Ledger Account Code that each charge should be posted to;
  - iii) Submit, within five days of receipt, the statement(s) to the Finance Department for processing.
  - iv) If the Card Holder or Credit Card Custodian is not a Department Head or Director, then they shall also obtain approval (as evidenced by a signature on the statement) of the expenditures by their Department Head or Director prior to submission to the Finance Department.
- b) The Finance Department shall keep a master list of all Card Holders and Card Custodians and shall document the receipt of each statement, each month. In the event that a statement is not received from a Card Holder by the end of the month, the Finance Director shall immediately notify the

County Board of Commissioners.

- c) Once reviewed and approved by the Finance Director, the Finance Department shall submit an Accounts Payable batch including both the detail and summary of charges for all statements to the County Board of Commissioners for approval.
- d) Any violations of this Policy, inappropriate credit card usage, or abuse of the Credit Card Program shall be identified and communicated in writing to the County Board of Commissioners at the time the credit card statements are submitted for approval. This communication shall include:
  - i) Details of the violation, misuse, and/or abuse
  - ii) Actions taken to remedy the violation or misuse and recover and safeguard County funds.

#### 4) County Credit Card Usage

- a) All credit card usage will be, at all times, in compliance with the Morrow County Credit Card Policy, the Morrow County Procurement Policy, and the Morrow County Travel Policy.
- b) County Credit Cards are for official County business and procurement only. Only items which are purchased, obtained for, or on behalf of Morrow County, may be charged to a County credit card. Such items include, but are not limited to, meals, fuel, lodging, registration fees, travel expenses, incidental supplies, non-capital equipment, and non-subscription publications.
  - i) In the event that a personal charge is unavoidably co-mingled with charges appropriately placed on a county credit card, the Card Holder or Authorized User shall immediately notify and submit reimbursement to the Finance Department.
- c) County Credit Cards shall not be used for any of the following:
  - i) Cash advances
  - ii) Traveler's checks
  - iii) Capital purchases or capital outlay expenditures
  - iv) Subscriptions or recurring purchases (unless no other payment option is available and approved, in advance, by the Finance Director)
  - v) Gift card purchases ([an exception may be made for gift cards to be provided to a victims witness or similar circumstance](#))
  - vi) Purchases of alcoholic beverages
  - vii) Purchases of Tobacco products
- d) It is the responsibility of the Department head, Director, or County Official to ensure that the usage of credit cards assigned to themselves, their department, and their employees is compliant with the approved budget and will not cause or contribute to expenditures exceeding appropriations in their

fund or department.

- c) Detailed and itemized receipts are required and shall be provided for all transactions.

**5) Lost or Stolen Cards**

- a) In the event that a County Credit Card is lost or stolen, the Card Holder or Credit Card Custodian shall immediately provide notification to the Finance Department.
- b) Upon notification of a lost or stolen card, the Finance Department shall immediately notify the issuing bank and have the card deactivated.

**6) Violations of this Policy & Misuse of County Credit Card**

- a) The following actions are considered misuse of a County Credit Card:
  - i) Using a credit card for any personal use (for the sole benefit of the employee) is strictly prohibited and may result in disciplinary action including, but not limited to termination.
  - ii) Assignment, transfer, or “loaning” of an individual card to an unauthorized person
  - iii) Sharing or allowing the use of a credit card by someone other than the Card Holder, or, in the case of a departmental card, an Authorized User.
  - iv) Failure to submit receipts, supporting documentation and statements to the Finance Department in a timely manner.
  - v) Failure to obtain and submit detailed, itemized receipts for each expenditure.
  - vi) Failure to abide by the transactions and expenditure limits as provided for in the Morrow County Travel Policy or the Morrow County Procurement Policy.
- b) Violations of this policy or misuse of a credit card that does not result in a direct financial loss or impact to Morrow County shall be addressed as follows:
  - i) **First Offense:** The Card Holder or Authorized User will receive a written warning from the Finance Director.
  - ii) **Second Offense:** Suspension of credit card privileges of three months. The affected credit card is to be surrendered to the Finance Director during the suspension period.
  - iii) **Third Offense:** Permanent revocation of credit card privileges.
- c) Violations of this policy or misuse of a credit card that results in a direct financial loss or impact to Morrow County shall be handled on a case-by-case basis and depending on the nature and severity of the incident may result in termination as well as civil and/or criminal prosecution.
- d) Card Holders and Authorized Users will reimburse Morrow County for any charges made to a County Credit Card that for which a detailed and itemized receipt is not obtained and submitted

[with their statement.](#)

- e) In all cases, and without exception, where violations of this policy or misuse of a credit card results in a direct financial loss or impact to Morrow County, the Card Holder or Authorized User responsible for the violation shall be personally liable for the financial impact or loss.







**EXHIBIT A**

Morrow County  
**CREDIT CARD USE POLICY**

Finance Policy: FIN.002

APPROVED November 9, 2022 by Resolution No. R-2022-24



## EXHIBIT A

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## EXHIBIT A

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## **EXHIBIT A**

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## EXHIBIT A

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## EXHIBIT A

- e) Detailed and itemized receipts are required and shall be provided for all transactions.

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## **EXHIBIT A**

- e) In all cases, and without exception, where violations of this policy or misuse of a credit card results in a direct financial loss or impact to Morrow County, the Card Holder or Authorized User responsible for the violation shall be personally liable for the financial impact or loss.

**EXHIBIT A**  
**MORROW COUNTY**  
**CREDIT CARD AGREEMENT**

By signing this agreement, I accept and acknowledge receipt of a Morrow County Credit Card and agree to abide by all of the guidelines, rules and requirements as contained in the Morrow County Credit card policy adopted by the Morrow County Board of Commissioners on November 9, 2022 through Morrow County Board of Commissioners Resolution R-2022-24.

I also acknowledge that I have read and understand the Morrow County Credit card policy as referenced above and that a copy of that Policy has been provided or made available to me.

Furthermore, I understand that noncompliance with the Policy may result in permanent loss of credit card program privileges and other disciplinary actions that may include termination and/or prosecution.

I also understand that I am personally financially responsible for any financial loss or impact to Morrow County through the violation of the Policy or misuse of the county credit card provided therein.

I agree to reimburse Morrow County for any financial impact or loss as referenced above and/or for any charges to the County Credit Card for which I failed to obtain and submit a detailed, itemized receipt.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name-Printed



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

(For BOC Use)
Item #
56

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

Presenter at BOC: Tamra Mabbott

Date submitted to reviewers: November 3, 2022

Department: Planning

Requested Agenda Date: November 9, 2022

Short Title of Agenda Item: Review and approve updated contract with Ducote Consulting for grant writing and environmental technical support for Heritage Trail.
(No acronyms please)

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:
Purchase Pre-Authorization
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:

Tamra Mabbott November 3, 2022 Department Director

Required for all BOC meetings

Jim Doherty Liaison Commissioner

Required for all BOC meetings

County Counsel

\*Required for all legal documents

Kevin Ince Finance Office

\*Required for all contracts; other items as appropriate.

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)**

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

County entered an agreement with Ducote Consulting in April 2021, the purpose of which was to assist with grant writing and environmental compliance work for the Heritage Trail. Nick Ducote, Principal, has exhausted the funds from the initial contract. Planning Department would like to renew that contract and authorize a contract not to exceed \$10,000.

The purpose of the renewed contract is to continue work on the Oregon Community Path grant and provide support for the Recreational Trail Program.

The rate has increased from \$90./hour to \$100./hour

Ducote Consulting was one of two firms selected to serve as grant writer of record for Morrow County. However, that master agreement has not been instituted yet and therefore Planning Director requests approval of this renewed contract until such time as the master contract for ongoing consulting services is in place.

**2. FISCAL IMPACT:**

\$10,000

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

Approve updated contract with Ducote Consulting.

Attach additional background documentation as needed.

THIS AGREEMENT entered into this 9<sup>th</sup> day of November 2022 by and between Morrow County, hereinafter referred to as the "County," and Ducote Consulting hereinafter referred to as the "Contractor."

**A. Scope of Services:**

**Understanding of the project:** Assist in developing funding applications for Morrow County's trail projects. There will be at least two possible applications: 1. Local Government Grant Program (LGGP); 2. Recreational Trails Program (RTP). Assistance with other applications can be requested by client.

**Tasks:**

- 1. Develop and Assist with Oregon Parks and Recreation Department (OPRD) LGGP Grant**
  - a. Coordinate with OPRD on eligibility and grant application
  - b. Develop the grant materials, narrative, project budget, and attachments needed to complete the application.
  - c. Develop environmental materials needed to meet application requirements.
  
- 2. Develop and Assist with OPRD/RTP Grant**
  - a. Coordinate with OPRD on eligibility and grant application
  - b. Develop the grant materials, narrative, project budget, and attachments needed to complete the application.
  - c. Application due: November 15, 2022
  
- 3. Develop and Assist with Oregon Community Paths Program Grant**
  - a. Letter of Interest (completed as of September 2022)
  - b. Full grant application – due January 31, 2023; opens November 1, 2022
  
- 4. Other Services as requested**
  - a. Any additional services requested by the client in relation to the Morrow County's Columbia River Heritage Trail program and related projects.

Completing the applications will also depend on the following tasks achieved by the County:

**Morrow County responsibilities**

1. Provide Ducote Consulting with:
  - a. Requested documents and facilitate any actions needed to be taken by the County.

- b. OPRD online grant portal login or access to the account.
- c. Financial and technical (engineering) information for the project

**Cost of services:** \$100/hour, not-to-exceed \$10,000.

- Caveat: Change Orders can be approved by client to increase scope of services or the fee. Complexity of the project is currently unknown and the project is not scoped to a degree that would enable a more precise not to exceed fee.

## **B. Effective Date and Duration**

This Contract shall become effective on the date it is fully executed by both parties. Unless earlier terminated, this contract shall end no later than 60 days after the completion of the project, unless other arrangements are made.

## **C. Compliance with Applicable Law**

The Contractor shall comply with federal, state and local laws, regulations, handbooks, executive orders and ordinances applicable to the work under this agreement, including without limitations, the provisions of ORS Chapters 279A, 279B and 279C; 24 CFR Chapter 58; Title VI of the Civil Rights Act of 1964; Section V of the Rehabilitation Act of 1973; Americans with Disabilities Act of 1990, and ORS 659.425; and all regulations and administrative rules established pursuant to the foregoing laws; and all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.

## **E. Independent Contractor**

The Contractor is not an officer, employee, or agent of Morrow County. Although Morrow County reserves the right (i) to determine (and modify) the delivery schedule for the work to be performed, and (ii) to evaluate the quality of the completed performance, Morrow County cannot and will not control the means or manner of the Contractor's performance. The Contractor is responsible for determining the appropriate means and manner of performing the work. The Contractor is engaged as an independent Contractor, and will be so deemed for purposes of the following:

- (a) The Contractor will be responsible for payment of any Federal or State taxes required as a result of the Contract.
- (b) The Contractor is not entitled to any benefits generally granted to Morrow County employees. Without limitation, but by way of illustration, the benefits that are not intended to be extended by this Contract to the Contractor are vacation, holiday, sick leave, other leaves with pay, tenure, medical insurance, dental insurance or retirement benefits.

Ducote Consulting  
Morrow County, Grant-Writing and Environmental Services  
April 2021, Amended November 2022

leave, other leaves with pay, tenure, medical insurance, dental insurance or retirement benefits.

(c) The Contractor is an independent Contractor for purposes of the Oregon Workers' Compensation laws (ORS Chapter 656) and is solely liable for Workers' Compensation coverage under this Contract.

(d) The Contractor will furnish all necessary tools, equipment, supplies, and all other administrative support expenses.

(e) The Contractor will not be eligible for any Federal Social Security, State Workers' Compensation for unemployment insurance, from this contract payment except as a self-employed individual.

**G. Ownership**

All work products of the Contractor that results from this Contract (the work products) are the exclusive property of Morrow County.

*Nicholas Ducote*

*11/3/2022*

Nicholas Ducote, President  
Ducote Consulting LLC

Date

Jim Doherty, Chair  
Morrow County Board of Commissioners

Date



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

(For BOC Use)
Item #
50

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

Presenter at BOC: Lindsay Grogan
Department: Human Resource
Short Title of Agenda Item: Payday Policy Change
(No acronyms please)

Date submitted to reviewers: 11/4/2022
Requested Agenda Date: 11/9/2022

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: 10 mins
Purchase Pre-Authorization
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 Director Required for all BOC meetings
Liaison Commissioner Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Lindsay Grogan 11/4/2022 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)**

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

Background:

Years ago, Thursday paydays were feasible. However, with the number of increased employees, the manual processes performed, and the complicated compensation details that are added to employees, it has gotten to the point where the payroll administrator is barely making the time deadline. The current payroll administrator has 17 years of experience with Morrow County in this role. With their upcoming retirement, it is hard to imagine someone without that experience and history meeting this deadline successfully. Moving payday to Friday, will allow payroll staff an adequate amount of time to process payroll to ensure the deadline is met and the payroll is accurate.

Existing Policy 3.A:

Employees will be paid biweekly. Paydays are generally every other Thursday, for both non-exempt and exempt employees. Time sheets are due to the HR/Payroll Department with the approval of both the employee and supervisor by 12:00 noon on Monday of the week that paychecks are issued.

Proposed Policy 3.A:

Employees will be paid biweekly. Paydays are generally every other Friday, for both non-exempt and exempt employees. Time sheets are due to the HR/Payroll Department with the approval of both the employee and supervisor by 12:00 noon on Monday of the week that paychecks are issued.

Both AFSCME and TEAMSTERS unions have tentatively signed a Letter of Agreement for the current CBAs.

**2. FISCAL IMPACT:**

N/A

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

(Suggested) Motion to approve the proposed payroll policy which changes the biweekly paydays from Thursdays to Fridays.

(Suggested) Motion to approve the Chair to sign the Letter of Agreement for both AFSCME and TEAMSTERS in order to change paydays to Fridays for all employees.

Attach additional background documentation as needed.

The appeal committee will be provided with all of the material submitted on the position to date including the application and job description, the Human Resource Director's notice of decision, and the request for appeal.

The appeal committee will review the appeal request and prepare their findings within 45 days of the date of the request.

*\*\* JOBMEAS™ is a tool for evaluating job descriptions for placement on a pay scale. This tool is a product of Jacobsen, Betts, and Company of Seattle, WA. This tool is a mathematically and statistically based spreadsheet that allows for the comparison of duties and skills as job factors.*

### **III. Compensation**

#### **A. Payroll Policies**

The HR Department shall prepare the Board of Commissioners a pay plan which shall prescribe a minimum, a maximum and any intermediate rates of pay appropriate for each position. Employees should refer to their pay scale to identify the number of steps and ranges for their employee group.

Human Resources shall periodically compare the current County salary rates, compensation policies, and personnel developments with those of other public employers within the same job market. Changes in the cost of living shall also be considered. Established salaries are based on current information and are subject to change.

#### **Payday**

Employees will be paid biweekly. Paydays are generally every other **Thursday**, for both non-exempt and exempt employees. Time sheets are due to the HR/Payroll Department with the approval of both the employee and Supervisor by 12:00 noon on Monday of the week that paychecks are issued.

Morrow County does not provide advance payments of salary or loans from salary to be earned.

Net pay will be directly deposited into the employee's bank account, unless an employee requests otherwise. If an employee requests to pick up his/her paycheck from Morrow County, only the employee named on the paycheck will be allowed to do so unless the employee provides written permission to Morrow County for someone else to receive the check.

Paychecks will not be issued without a time sheet unless approved by a member of the Board of Commissioners.

# Letter of Agreement: Pay Day (Article 14, Section 2)

## AFSCME Council 75 and Morrow County

November 4, 2022; Effective Upon Signing by Both Parties

This shall serve as a Letter of Agreement (LOA) by and between Morrow County, Oregon, hereinafter referred to as the "County" and the Morrow County AFSCME Council 75 hereinafter referred to as the "Union".

The sole purpose of this LOA is to modify the language of Article 14, Section 2 regarding pay days. That is the only change made by this LOA and this LOA is effective upon signature of all parties.

### Background Statement by County:

Years ago, Thursday paydays used to be feasible. However, with the number of increased employees, the manual processes performed, and the complicated compensation details that are added to employees, it has gotten to the point where the payroll administrator is barely making the time deadline. The current payroll administrator has 17 years of experience with Morrow County in this role. With their upcoming retirement, it is hard to imagine someone without that experience meeting this deadline successfully. Moving payday to Friday, will allow payroll staff an adequate amount of time to process payroll to ensure the deadline is met and the payroll is accurate.

Agreement: The parties agree that the sentence in Article 14.2 is changed from "Paychecks shall be issued every two weeks on Thursdays" to "Paychecks shall be issued every two weeks on Fridays."

---

Jim Doherty  
Chair Commissioner

---

Date



Darren Holden  
AFSCME Council 75 Representative

**Letter of Agreement: Pay Day (Article 13, Section 13.11)**  
**Teamsters Local Union 223/Morrow County Sheriff's Office Association and Morrow County**  
**November 4, 2022; Effective Upon Signing by Both Parties**

This shall serve as a Letter of Agreement (LOA) by and between Morrow County, Oregon, hereinafter referred to as the "County" and the Morrow County Sheriff's Office Association (affiliated with Teamsters Local Union 223), hereinafter referred to as the "Association".

The sole purpose of this LOA is to modify the language of Article 13, Section 13.11 regarding pay days. That is the only change made by this LOA and this LOA is effective upon signature of all parties.

Background statement by the County:

Years ago, Thursday paydays used to be feasible. However, with the number of increased employees, the manual processes performed, and the complicated compensation details that are added to employees, it has gotten to the point where the payroll administrator is barely making the time deadline. The current payroll administrator has 17 years of experience with Morrow County in this role. With their upcoming retirement, it is hard to imagine someone without that experience meeting this deadline successfully. Moving payday to Friday, will allow payroll staff an adequate amount of time to process payroll to ensure the deadline is met and the payroll is accurate.

Agreement: The parties agree that the first sentence of Article 13.11 is changed from "Paychecks shall be issued every two weeks on Thursdays" to "Paychecks shall be issued every two weeks on Fridays."

\_\_\_\_\_  
Jim Doherty  
Chair Commissioner

\_\_\_\_\_  
Date

 223

11042022

\_\_\_\_\_  
Michael Mann (signing for the Association; Association agreed on 11032022)  
Teamsters Local Union 223 Representative



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

(For BOC Use)
Item #

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

Presenter at BOC: Melissa Lindsay
Department: Board of Commissioners
Short Title of Agenda Item:

Date submitted to reviewers: 11/3/2022
Requested Agenda Date: 11/9/2022

(No acronyms please) Department of Environmental Quality Access Agreement - Former Gas Station in Ione

This Item Involves: (Check all that apply for this meeting.)
List of checkboxes: 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, Purchase Pre-Authorization, Other.

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity: Oregon Dept of Env Quality
Contractor/Entity Address:
Effective Dates - From: 1 year from signature Through:
Total Contract Amount: NA Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director Required for all BOC meetings
Melissa Lindsay Liaison Commissioner Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
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)

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

Morrow County ( Owner ) and the Oregon Department of Environmental Quality ( DEQ ) enter into this Access Agreement ( Agreement ) to facilitate the environmental investigation of, and the performance of removal or remedial actions (as those terms are defined in ORS 465.200 and implementing regulations) at the property located at 320 Main Street in Ione, Oregon ( Subject Property ).

2. Owner gives permission, to the extent of its possessory interest in the Subject Property and premises and appurtenances at the Subject Property, to DEQ and its officers, agents, authorized representatives, employees, and contractors to enter the Subject Property for the purpose of carrying out actions authorized by ORS 465.200 through 465.992, in accordance with the terms of this Agreement.

3. DEQ s actions at the Subject property may include:

- A. Sampling, monitoring and inspecting air, groundwater, and/or soil;
- B. Sampling and inspecting other materials suspected of containing a hazardous substance;
- C. Constructing one or more soil borings, test pits and/or excavations;
- D. Installing, using and maintaining other monitoring equipment;
- E. Decommissioning underground storage tanks by removal or in place as site conditions allow;
- F. Removing contaminated soils and groundwater; and
- G. Photographing or videotaping portions of the Subject Property and structures, objects, and materials at the Subject Property as necessary to facilitate environmental investigations or remedial measures.

## **2. FISCAL IMPACT:**

No fiscal impact at this time.

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

Move to approve signing of the document for access with DEQ by Vice Chair Lindsay and allow her to commence action.

Commissoiner Lindsay will engage PW in the process to carry forward to clean up and potential hand off to a Econ Dev entitiy. Commissoiner Lindsay to report back.

Attach additional background documentation as needed.

## Roberta Lutcher

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**Subject:** FW: Ione Gas Station (former) Access Agreement  
**Attachments:** 6529-access-agreement.docx; 6529-access-agreement.pdf

Hi Commissioner Lindsay,

I am working with Greg to complete the brownfield investigation at the former Ione Gas Station. We have received approval from EPA to proceed with the work. I have started the contracting process and Apex Companies, LLC will be the consultant on the project. The paperwork is in the queue for the DEQ contract officer to issue the contract.

Attached is a draft access agreement (in both word and pdf formats) for the county's review. Please let me know if you have any suggested edits. Please note in #5 that DEQ will bring any excavation back to grade, but will not be replacing any of the concrete or asphalt surfaces removed.

Once the contract has been issued, we will be arranging a day for Apex to visit the site and get a first hand look at how to approach the work. Once that happens, Apex will start work on the work plan and sub-contractor procurement efforts. (it will feel like long periods of silence followed by flurries of activities but lots is going on behind the scenes)

Please let Greg or me know if you have any questions.

Thanks,  
Katie



**Katie Daugherty, R.G** | she/her  
Project Manager  
Oregon DEQ | NWR Cleanup and Leaking UST Section  
700 NE Multnomah Street, Suite 600  
Portland, OR 97232  
503-860-3943  
**Note New E-Mail** [Katie.Daugherty@deq.oregon.gov](mailto:Katie.Daugherty@deq.oregon.gov)

**ACCESS AGREEMENT BETWEEN**

**MORROW COUNTY**

**AND**

**OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY**

1. Morrow County (“Owner”) and the Oregon Department of Environmental Quality (“DEQ”) enter into this Access Agreement (“Agreement”) to facilitate the environmental investigation of, and the performance of removal or remedial actions (as those terms are defined in ORS 465.200 and implementing regulations) at the property located at 320 Main Street in Ione, Oregon (“Subject Property”).
2. Owner gives permission, to the extent of its possessory interest in the Subject Property and premises and appurtenances at the Subject Property, to DEQ and its officers, agents, authorized representatives, employees, and contractors to enter the Subject Property for the purpose of carrying out actions authorized by ORS 465.200 through 465.992, in accordance with the terms of this Agreement.
3. DEQ’s actions at the Subject property may include:
  - A. Sampling, monitoring and inspecting air, groundwater, and/or soil;
  - B. Sampling and inspecting other materials suspected of containing a hazardous substance;
  - C. Constructing one or more soil borings, test pits and/or excavations;
  - D. Installing, using and maintaining other monitoring equipment;
  - E. Decommissioning underground storage tanks by removal or in place as site conditions allow;
  - F. Removing contaminated soils and groundwater; and
  - G. Photographing or videotaping portions of the Subject Property and structures, objects, and materials at the Subject Property as necessary to facilitate environmental investigations or remedial measures.
4. All tools, equipment, and/or other property brought upon the Subject Property by or at DEQ’s direction remain DEQ’s property.
5. When DEQ determines that continued access to the Subject Property is unnecessary, or upon expiration of this Agreement, whichever is earlier, DEQ will remove all tools, equipment, and improvements brought upon the Subject Property. Except with the written consent of the Owner, no waste or materials generated by DEQ’s sampling or other activities may be disposed or discharged at the Subject Property. DEQ will not replace concrete or asphalt surfaces removed to facilitate investigation or remedial measures.
6. RESERVED



7. DEQ will provide Owner at least 72 hours verbal notice before undertaking any sampling or other investigation activity at the Subject Property. Except in an emergency, DEQ will provide Owner at least 30 calendar days' written notice before commencing any excavation or construction, or implementation of a removal or remedial action at the Subject Property. To the maximum extent reasonably practicable, DEQ will coordinate and schedule all activities authorized under this Agreement that might disrupt or interfere with the use of the Subject Property, through:

<u>Owner:</u>	Name:	Morrow County
	Telephone:	541-561-0234
	E-mail:	<a href="mailto:mlindsay@co.morrow.or.us">mlindsay@co.morrow.or.us</a>
	Contact:	Commissioner Melissa Lindsay

8. DEQ will comply with all applicable federal, state, and local laws at all times while on the Subject Property and, subject to ORS 465.315(3), secure all necessary permits and authorizations in connection with the activities conducted on the Subject Property under this Agreement. Owner agrees to cooperate fully with DEQ as necessary for DEQ to obtain necessary permits and authorizations. DEQ will perform all activities under this Agreement in a manner that will not cause contamination or exacerbate contamination existing at the Subject Property.
9. Owner may observe DEQ while DEQ is undertaking activities at the Subject Property; provided that any observer must have health and safety training consistent with the requirements of the Health and Safety Plan for DEQ's activities. Upon request, DEQ will provide Owner a copy of available test data, final sample results and analysis reports, toxicity evaluations and other written reports of any description that arise from DEQ's activities at the Subject Property, unless the record is exempt from disclosure under the Oregon Public Records Law.
10. Nothing in this Agreement constitutes an admission of liability by the Owner regarding any release of hazardous substances at or from the Subject Property.
11. The State of Oregon will, to the extent permitted by Article XI, Section 7, of the Oregon Constitution and by the Oregon Tort Claims Act, indemnify and hold harmless Owner and Owner's officers, employees, agents, and tenants of the Subject Property from and against any and all claims arising solely from acts or omissions related to this Agreement of the State of Oregon or its commissions, agencies, officers, employees, contractors, or agents. This indemnity and hold harmless does not extend to liability for any claim or damages caused by acts or omissions of Owner, its tenants, or its agents, or by a third party, or that are attributable to contamination already existing on, under or from the Subject Property.
12. This Agreement may be assigned by Owner. If Owner makes such an assignment, it will notify DEQ in writing. This Agreement will be binding upon and inure to the benefit of the Parties' respective representatives, successors, and assigns. Any rights or obligations of the Parties under this Agreement that by their nature are continuing rights and obligations,

including but not limited to any indemnification provided in Paragraph 11, survive expiration or termination of this Agreement.

13. This Agreement represents the complete Agreement between the Parties with respect to the subject matter hereof. No modification or waiver of any provision of this Agreement is binding unless made in writing and signed by both parties.
14. The term of this Agreement is one year from the date of the last signature below.
15. 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 and the same instrument, notwithstanding that all Parties are not signatories to the same counterpart.

Owner: Morrow County

Oregon Department of Environmental Quality:

\_\_\_\_\_  
Name: Jim Doherty, Chair

\_\_\_\_\_  
David Anderson, Cleanup Program Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Name: Melissa Lindsay, Vice-Chair

Date: \_\_\_\_\_

\_\_\_\_\_  
Name: Don Russell, Commissioner

Date: \_\_\_\_\_

Northeast Oregon Water Association  
PO Box 1026  
Pendelton, OR 97801

# Invoice

Date	Invoice #
9/22/2022	336

<b>Bill To</b>
Morrow County Attn: Chair PO Box 788 Heppner, OR 97836

Description	Amount
Northeast Oregon Water Association Membership Dues	1,000.00
Northeast Oregon Water Association Municipal Membership Dues	5,000.00
<b>Total</b>	
	\$6,000.00

# NORTHEAST OREGON WATER ASSOCIATION

Via Electronic and Standard Mail

October 10, 2022

To: NOWA Members  
From: J.R. Cook, NOWA Director

**RE: 2022/2023 Membership (Renewal and Update)**

Dear NOWA Members:

On May 1, 2023 the Northeast Oregon Water Association (NOWA) will celebrate its tenth birthday. It has been a decade full of accomplishments, frustrations and challenges but NOWA's purpose and our region's resolve continues. This year is a critical year for our region. Many of the legislators, executive staff and agency heads/senior leadership will change over. We estimate that we could have as many as 40 new legislators in addition to a new governor and new executive staff. We are also guaranteed to see a new Department of Environmental Quality Director, new Oregon Water Resources Director, and new Director of the Oregon Department of Agriculture. The only agency we work closely with that is not currently serving under an interim Director is the Oregon Department of Fish and Wildlife.



*2022 Eastern Oregon Business Summit Water Tour*

What does this mean for us? This means that a significant amount of outreach, relationship building, and tours will be needed to tell our story, convey our needs and, once again, build the relationships necessary for us to protect and enhance our regional value-added agricultural economy.

The founding members of NOWA include our counties, cities, ports, private businesses, and landowners of the region who mutually committed in 2013 to a list of solutions to move the region's water sustainability goals forward.



**MAILING** PO Box 1026, Pendleton, OR 97801  
**EMAIL** [jrcook@northeastoregonwater.org](mailto:jrcook@northeastoregonwater.org) **WEB** [northeastoregonwater.org](http://northeastoregonwater.org)  
**PHONE** 541.969.8026

These relationships have yielded the following results over the last 10 years:

- \$18.5 million in state investment since 2015 into three regional Columbia River pipeline projects. This funding has led to over \$150 million in private infrastructure investment in the region since 2015
- Certification and Protection of existing water rights for cities and private citizens and development of the first mitigated Columbia River water rights in Oregon history
- \$1 million in state investment to develop the first basalt groundwater savings and banking program in Oregon history
- Pressure on agencies to address elk depredation, impacts of energy transmission development, and impacts of baseless policy changes on irreplaceable irrigated land and economic engines in the Mid-C

As efforts have evolved, the NOWA Board of Directors and staff realized that more was needed to realize short and long-term progress on multiple natural resource and economic issues facing the region. While NOWA continues to play a critical role in regional policy development, advocacy and outreach, a family of organizations with specific functions and missions is more appropriate for the current tasks and the work to come to ensure short and long-term progress.

In 2019, a cohesive group of landowners, irrigation districts, improvement districts and NOWA worked together to form the Mid-Columbia Water Commission (the “Mid-C”). The Mid-C fills a critical role in the region by managing mitigation water rights, securing mitigation “source water” and developing the framework to administer a long-term Columbia River mitigation program administration. The Mid-C will serve as the administrative arm for the region as it pursues permanent Columbia River water supplies to meet needs. The Mid-C is an independent intergovernmental entity formed under Oregon laws and serves a key water rights administrative roll in the region.

In 2020, members of NOWA and community & business leaders formed the Sustainable Agriculture and Energy (SAGE) PAC as its relationship building entity and the third and final organizational need of both short and long-term efforts.

SAGE PAC, now and into the future, will serve as the region’s relationship building arm. The goal of the PAC is to build bi-partisan relationships to inform and enhance efforts needed to improve business and environmental conditions in the Mid-Columbia region of Eastern Oregon.

SAGE PAC will build relationships, NOWA will continue to develop and advocate sound policy in Oregon and other jurisdictions of influence, and the Mid-C will administer and maintain one piece of the economic sustainability puzzle, the Columbia River mitigation program.

Together these organizations will work on the following to advance short and long-term goals of the region:

- 1) Tell **OUR** story and prevent rogue agencies, extreme interest groups and legislators from pushing misinformation and half-truths that cloud the economic and environmental sustainability goals this region has invested in and fought hard to preserve for decades
- 2) **CONTROL** our agenda, and minimize reliance upon outside groups that may or may not have our best interests in mind
- 3) **CONTINUE** progress on groundwater quality remediation strategies and get our region out of the legacy issue of nitrates in groundwater
- 4) **PROTECT** landowners and local communities from over-regulation and baseless policy changes
- 5) **ADVOCATE** for sound, peer reviewed data in statewide decision making so we all know where we are and where we need to go
- 6) **FINISH** the Plan to secure permanent Columbia River mitigation water through investments in policy and projects in Oregon and in our neighboring states
- 7) **FACILITATE** a funding program for recharge testing and groundwater banking in Morrow and Umatilla Counties

NOWA's work plan for 2023 is rigorous and full. The first goal of NOWA is to invest in a sound, fact-based information and outreach agenda. We will continue to provide quarterly adds in "*The Other Oregon.*" Please visit [theotheroregon.com](http://theotheroregon.com) to view the adds developed by NOWA in 2022 relating to tours, relationship building and recharge. In addition to printed media, NOWA is going out for a +/- \$30,000 RFP for a media professional to assist in updating and maintaining our website, developing standard press release forms, coordinating tour invites and visits to the region and conducting outreach training for NOWA board members and contract staff. We will also finish our documentary film that was started in 2021 and continues to evolve and progress. The goal of this film is to document what we have accomplished and what our region is about. NOWA's goal is to utilize 2023 not only to educate incoming government officials but to educate our membership on how to better educate all stakeholder groups in the short and long-term.

2023 will also be the year that NOWA sets the stage for the permanent Columbia River mitigation program and water supply certainty for our region. As the region grows, we are faced with what many neighboring regions in the west have faced. We can grow out of our sustainable livelihood, or we can choose to invest in infrastructure and technologies now to stay ahead of the growth that is coming to our region. Our region has the tools, aquifers and knowledge to remain sustainable. It will be up to us to remain committed and to tell our state and federal partners what we need and why. NOWA will continue to advocate for aquifer recharge programs for our

rural and urban water providers to access. We will continue to support Umatilla County, the Columbia Development Authority and Westland Irrigation District as they work to complete the third and final regional water supply project unveiled by NOWA in 2012 (the Ordnance Regional Water Supply and Aquifer Restoration Project), and we will finalize our agenda for a permanent Columbia River mitigation program and the mitigation water needed to satisfy the program. NOWA, working in partnership with the Mid-Columbia Water Commission, will soon be advertising for our third and final subscription effort for the Columbia River mitigation program. This will establish the final ask for our state and federal agenda for Columbia River water supplies. We expect to advertise for Tier III subscriptions by the end of 2022. Tier III subscriptions, in addition to Tier I and Tier II subscribers already on record, will provide the baseline for a final water package to meet Columbia River water supply goals.

Lastly, NOWA will continue to advocate for sound policy making that reflects sound, peer reviewed science and that proactively supports, not hinders, our efforts to create a sustainable future for our next generations. NOWA will work with our partners, including the newly formed Oregon Agricultural Water Alliance and our friends in the conservation community, to promote food security, multi-state & multi-sovereign coordination on the Columbia River, agency accountability, peer reviewed scientific baselines for decision-making and drought resiliency in Oregon. NOWA plans to be at the table as the governor transition unfolds and as the legislature shapes up to inform our statewide leadership of our needs and our concerns.

**SAVE the DATE:** NOWA will hold our annual meeting the evening of January 9, 2023 at the Port of Morrow. We are coordinating this annual meeting with the Mid-Columbia Water Commission and the Sustainable Agriculture and Energy PAC. More information will be provided to all members prior to the winter holiday season.

Attached, please find an invoice for your general membership, and for many, the additional contribution you have agreed to pay to NOWA to help our efforts.

With so much left to do it is difficult to pause and reflect on what has been accomplished. NOWA has accomplished more in 10 years than many of us who founded or have directed its efforts could have imagined. We have accomplished these efforts by banding together, maintaining a results driven agenda and building the relationships necessary for people to trust and listen to us. With your help we will continue that model into our next round of priorities.

Sincerely,



J.R. Cook  
Executive Director

Attachment: NOWA 2022/2023 Invoice



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

(For BOC Use)
Item #

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

Presenter at BOC: Melissa Lindsay
Department: Board of Commissioners
Short Title of Agenda Item: County-Owned Cistern Discussion
(No acronyms please)

Date submitted to reviewers: 11/3/2022
Requested Agenda Date: 11/9/2022

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:
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity: NA
Contractor/Entity Address:
Effective Dates - From: NA Through:
Total Contract Amount: NA Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:
Department Director Required for all BOC meetings
Melissa Lindsay Liaison Commissioner Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
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)**

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

Morrow County has an abandon cistern on property surrounded by and owned currently by Willow Creek Valley Econ Dev Group that they are developing for housing. The research has proven to show Morrow County still as the owner and no action toward fencing or removing. It will prove detrimental to housing development and could prove dangerous in general.

I would like to work with PW staff to visit and come back with a resolution and potential removal to clean up the cistern and the ownership. Further Council will be involved to work through the issues.

**2. FISCAL IMPACT:**

No fiscal impact at this time.

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

BOC concurrence to to work toward resolution.

Attach additional background documentation as needed.

**Morrow County**  
**2022 Real Property Assessment Report**  
 Account 4805  
 NOT OFFICIAL VALUE

**Map** 1S2409-AB-01400  
**Code - Tax ID** 3501 - 4805

**Tax Status** Non-Assessable  
**Account Status** Active  
**Subtype** NORMAL

**Legal Descr** SPERRY'S FIRST  
 Block - 3 Lot - 1, 2, 3, & 4  
**Mailing** MORROW COUNTY  
 PO BOX 788  
 HEPPNER OR 97836-0788

**Deed Reference #** 2020-47340  
**Sales Date/Price** 10-07-2020 / \$0  
**Appraiser** MIKE GORMAN

**Property Class** 951 MA SA NH  
**RMV Class** 201 04 00 001

Site	Situs Address	City
	320 W MAIN ST	IONE

Value Summary						
Code Area		RMV	MAV	AV	RMV Exception	CPR %
3501	Land	19,150	0	0	Land	0
	Impr	34,680	0	0	Impr	0
<b>Code Area Total</b>		53,830	0	0		0
<b>Grand Total</b>		53,830	0	0		0

Land Breakdown										
Code Area	ID #	RFPD	Ex	Plan Zone	Value Source	Trend %	Size	Land Class	LUC	Trended RMV
3501	1	<input checked="" type="checkbox"/>		C	Commercial	115	0.23 AC	MKT	C	4,750
					OSD/ NO LANDSCAPE	115				14,400
<b>Code Area Total</b>							0.23			19,150

Improvement Breakdown										
Code Area	ID #	Year Built	Stat Class	Description	Trend %	Total Sqft	Ex%	MS Acct	Trended RMV	
3501	1	1938	480	PETROLEUM/SERVICE STATIONS	115	0			34,680	
<b>Code Area Total</b>						0			34,680	

**Morrow County**  
**2022 Real Property Assessment Report**  
 Account 412  
 NOT OFFICIAL VALUE

Map 2S2635-00-00200  
 Code - Tax ID 0101 - 412

Tax Status Non-Assessable  
 Account Status Active  
 Subtype NORMAL

Legal Descr See Record

Mailing MORROW COUNTY  
 PO BOX 788  
 HEPPNER OR 97836-0788

Deed Reference # See Record  
 Sales Date/Price See Record  
 Appraiser CYDE ESTES

Property Class 951 MA SA NH  
 RMV Class 401 04 00 00H

Site	Situs Address	City
------	---------------	------

Value Summary						
Code Area	RMV	MAV	AV	RMV Exception	CPR %	
0101	Land	760	0	0	Land	0
	Impr	5,000	0	0	Impr	0
<b>Code Area Total</b>		5,760	0	0		0
<b>Grand Total</b>		5,760	0	0		0

Land Breakdown										
Code Area	ID #	RFPD	Ex	Plan Zone	Value Source	Trend %	Size	Land Class	LUC	Trended RMV
0101	1	<input checked="" type="checkbox"/>		R1	Miscellaneous	125	0.23 AC	MKT	MIS C	760
<b>Code Area Total</b>							0.23			760

Improvement Breakdown										
Code Area	ID #	Year Built	Stat Class	Description	Trend %	Total Sqft	Ex%	MS Acct	Trended RMV	
0101	1		600	SPECIAL PURPOSE PROPERTY	100	0			5,000	
<b>Code Area Total</b>							0		5,000	

7a

**Morrow County Surveyor**  
Quarterly Report

To: Morrow County Board of Commissioners

From: Matt Kenny, Morrow County Surveyor

Date: Wednesday, November 9, 2022

Re: County Surveyor Quarterly Report

REVIEWS AND RECORDINGS

There were 12 map recordings last quarter; six partition plats, one subdivision (Boardman), one replat, one property line adjustment, and three record survey filings. In addition, there were 8 survey map reviews returned.

SURVEY RECORDS

Moving of the survey records to Irrigon is on hold at the moment. After a walk through with Planning, the available space in the designated storage area is limited. With some reorganization and repositioning, there should be enough space to accommodate everything. In the meantime, all records continue to be stored in the conex behind Public Works.

PUBLIC LAND CORNER FUND

The Irrigon and Boardman areas would benefit from a re-monumentation effort. Many corners have been lost or destroyed, and there have been problems with multiple corners being reported for single positions. One option to resolve this would be through contracting a private firm to complete a corner re-monumentation, working under the supervision of the County Surveyor. Contracts would be paid out of the public land corner fund. Continued research and discussion with other Counties are needed to determine the viability of this model for Morrow County.

Respectfully,

Matt Kenny

County Surveyor



MEMORANDUM

To: Morrow County Board of Commissioners  
From: Tamra Mabbott, Planning Director  
CC: Planning Commission  
BOC Date: November 9, 2022  
RE: Monthly Planning Update

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**Mission Statement**

*Morrow County Planning Department provides guidance and support to citizens for short term and long-range planning in land use, to sustain and improve the county's lands for future generations. Our goal is to foster development where people can live, work & play.*

**Planning Permits**

	<b><u>September</u></b>	<b><u>October</u></b>
<b><u>Zoning Permits</u></b>	13	12
<b><u>Land Use Compatibility Reviews</u></b>	3	4
<b><u>Land Partitions</u></b>	0	2
<b><u>Land Use Decisions</u></b>	0	0
<b><u>Rural Addresses</u></b>	2	4
<b><u>Property Lines Adjustments</u></b>	0	2
<b><u>Replat</u></b>	0	1
<b><u>Other</u></b>	1	1

**Planning Commission Update**

Recruitment is open for three positions on the Planning Commission, one to fill a position representing the Heppner area, one position for a person who lives in the Irrigon area and another for a person who lives in the Lone area. Please submit a letter of interest to the Planning Department. Anyone interested serving on the Planning Commission is encouraged to contact Tamra Mabbott, Planning Director, at (541) 922-4624 or any staff member at the Planning Department.

**Natural Hazard Mitigation Plan**

Staff are actively involved in the update of the NHMP, in particular with GIS mapping, coordinating with public agencies and identifying projects that might qualify for resiliency funding such as floodplain mapping or projects.

Related to natural hazards planning, this summer the Oregon Department of Forestry published fire risk maps as required by Senate Bill 762 (2021). In response to a large number of landowners

who raised concerns about the maps, DOF withdrew the maps and will be revising and re-publishing in Fall 2023.

The Oregon Department of Land Conservation & Development completed the “Wildfire Adapted Communities Recommendations Report” September 30, 2022. The report includes recommendations for reducing wildfire risk. A copy is available here:

<https://www.oregon.gov/lcd/NH/Pages/Wildfire-Adapted-Communities.aspx>

The 2019 Morrow County Wildfire Protection Plan is available here:

<https://www.co.morrow.or.us/planning/page/community-wildfire-protection-plan-cwpp>

**Drone Technology** Stephen Wrecsics, GIS Planner and Drone pilot (FAA Part 107 Small Unmanned Aerial System license) is honing his pilot skills. Planning staff recently met the County Counsel and Undersheriff Brian Snyder to learn more about legal guidelines and protocol for using the drone to take photos.

### **Energy Projects**

Staff held multiple meetings with applicants and state agencies to review renewable energy applications. List of pending and approved projects can be found here:

<https://www.co.morrow.or.us/planning/page/renewable-energy-1>

Planning Director participated in the Oregon Energy Siting Policy Conversation, a statewide work group. The meetings have drawn to a close but may resume in 2023. Information shared during the meetings may be forwarded to Oregon Legislature either as a Legislative Concept or for background for lawmakers.

### **Morrow County Heritage Trail**

Stephanie Case is leading efforts, together with a grant writing consultant, to work on several grant applications related to the Heritage Trail. Irrigon High School student Caren Cardenas, student intern for the 2022-23 school year is working on an inventory of the Interpretive Panels. (Last year Irrigon High School Student Intern put together a similar report of directional signs.) Stephanie and Caren recently uncovered electronic files of the existing interpretive panels. People interested in the Interpretive Panels and would like to share ideas please contact Stephanie at [scase@co.morrow.or.us](mailto:scase@co.morrow.or.us) or (541) 922-4624.

### **Willow Creek Valley**

Work with Brian Points Consulting for the Goal 9 Economic Development Update for the three Willow Creek Valley Cities continues. The first deliverable, the Work Plan and Outreach Plan is attached. The final Housing Implementation Plan (HIP) is nearly complete and will be shared next month.

### **WATER**

Responses to the Request for Proposals (RFP) to recruit a water coordinator close November 7, 2022. A committee was formed to evaluate the proposals and make a recommendation to the Board of Commissioners. An Intent to Award is scheduled for November 23<sup>rd</sup>. The consultant will provide a variety of technical, legal, regulatory and policy guidance on water quality and quantity matters effecting Morrow County.

Planning staff continue involvement in the newly appointed and organized Lower Umatilla Basin Groundwater Management Area (LUBGWMA) Committee which is co-chaired by Commissioner Lindsay and Umatilla County Commissioner Dan Doran. Planners from Umatilla and Morrow County are collaborating with state agencies to develop consistent and accurate data and GIS information about the LUBGWMA.

### **Access to Transportation**

Transit Manager and Planning Director and continue work with Eastern Oregon University's Rural Economic Vitality (REV) Program and Euvalcree to gain better input on access to transit and transportation. The work is funded by a Rural Transit Equity grant from Department of Land Conservation & Development (DLCD) with the intent to help traditionally underserved communities in rural areas. Euvalcree will begin direction outreach with residents this month. The information will help refine transit services, transportation planning in general and to better understand potential use of the Morrow County Heritage Trail and a potential bike/pedestrian trail system connecting Irrigon and Boardman.

### **Oregon Chapter of the American Planning Association (OAPA)**

This year the annual OAPA conference was held in Pendleton which provided a great opportunity to focus on rural planning. Planning Director was co-chair of the conference with the theme Let 'er Plan! Stephanie Case, Planner II attended, as did County Planning Commission Member Mary Killion.

### **OTHER**

All staff attended the Irrigon Chamber luncheon in October. This was the first in-person chamber meeting in several years. It was a terrific opportunity to meet business and civic members, share the work of the Planning Department generally and invite residents to be involved in the Heritage Trail planning work.

**Halloween** Third Place in the door decorating Contest!





Points Consulting  
PO Box 8487  
Moscow, Idaho 83843  
208-596-5809  
points-consulting.com

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# Morrow County Goal 9 Work Plan & Inclusive Outreach Plan

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*For: Goal 9 TAC Committee*

*From: Points Consulting*

*Date: October 10, 2022*

## I. Project Launch

Points Consulting (PC) and Nexus Planning held the project launch meeting with the Morrow County Goal 9 Task Advisory Committee (TAC) on Wednesday August 17<sup>th</sup>, 2022 at the Bartholomew building in Heppner, OR. The following participants were present:

Points Consulting & Nexus Planning:

- Brian Points - Project Lead
- Ryan Hyuges - Senior Planner & GIS Analyst
- Madeline Bowen - Project Assistant

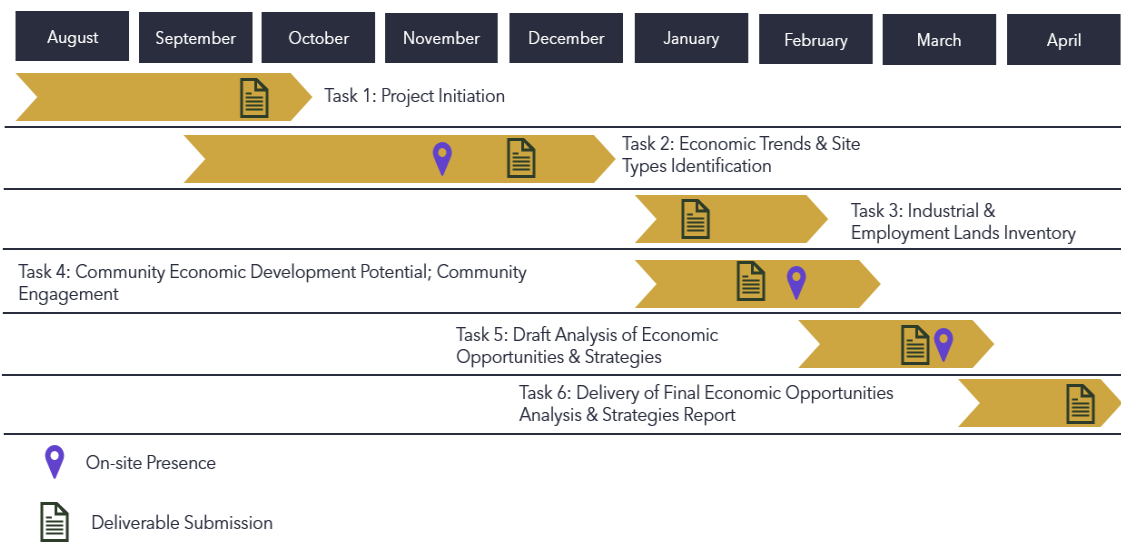
Goal 9 Technical Advisory Committee:

- Tamra Mabbott - Morrow County Planning Director
- Veronica Hess - City of Lexington Town Recorder
- Katie Imes - City of Lexington Council Member
- Kraig Cutsforth - City of Heppner City Manager
- Kim Cutsforth - Willow Creek Valley Economic Development Group Board Chair
- Dawn Hert - DLCD Representative
- Melissa Lindsey - Morrow County Commissioner

## II. Timeline

The schedule of deliverables and approximate dates for this project are as follows. The chart which follows also indicates how those deliverables align with particular tasks:

- *Deliverable 1:* Project Work Plan & Inclusive Outreach Plan (Estimated date October 15, 2022)
- *Deliverable 2:* Trend reports for each City and Willow Creek Valley (Estimated completion date December 31, 2022)
- *Deliverable 3:* Draft Inventory Report (Estimated completion February 15, 2023)
- *Deliverable 4:* EOA for each City, schedule & facilitate 3 community townhalls (Estimated Completion February 28, 2023)
- *Deliverable 5:* Draft EOA & Meeting summaries (Estimated Completion March 30, 2023)
- *Deliverable 6:* Final Comprehensive Report & Presentation (Estimated Completion April 30, 2023)



### III. List of Sources

The following list contains current data sources and reports PC is utilizing for this study:

- Port of Morrow 2021 Economic Impact Analysis, 2019
- Morrow County Housing Strategies Report, 2019
- Morrow County Housing Implementation Strategy 2022 Background Report
- Morrow County Housing Implementation Plan (final coming in October/November)
- Joseph, Lostine, and Maupin EOA reports
- City of Lone Zoning Ordinances
- Lone Transportation System Plan
- Town of Lexington Zoning Ordinances/Development Code
- Lexington Transportation System Plan
- City of Heppner Transportation System Plan
- City of Heppner City Code
- Greater Eastern Oregon Development Corp CEDS, 2014-2019
- U.S. Census
- Public Use Microdata Sample (P.U.M.S)
- Publix Use Microdata Areas (P.U.M.A.S)
- The Oregon LMI Shop
- Portland State University
- Morrow County Tax Assessor
- Flood Insurance Study 2007
- Hermiston - Boardman Connector/Boardman - Port of Morrow Circular, 2021
- "Amazon's overwhelming presence in Morrow County" - Beat Check podcast
- Natural Hazard Mitigation Plan
- Leigh McIlvaine, Goal 9 Economic Development Specialist, DLCD

## IV. Inclusive Outreach

Points Consulting will develop an introductory letter which summarizes the Goal 9 project, and the project teams planned interactions with the public. This will include an introductory letter created by PC and approved by TAC to send to stakeholders and advertise in the communities of each City. The letter will be signed by a designated community representative. The letter will be electronically sent to stakeholders and organizations identified in a shared list with PC and TAC that are pertinent to discuss with during this study. An example of this letter would be the following:



Dear Residents of Willow Creek Valley and Community Development organizations:

The Morrow County Planning Department, in partnership with the cities of Heppner, Lone and Lexington, is developing an Economic Development and Employment Lands Assessment for south Morrow County. This effort will fulfill the Department of Land Conservation and Development's (DLCD) [Goal 9](#) requirement that cities have an inventory of employment lands available to realize economic growth opportunities. The Morrow County Planning Department, on behalf of the three cities, obtained grant money from the Oregon Department of Land Conservation and Development to fund this study.

The cities, county and Willow Creek Valley Economic Development Group elected Points Consulting and Nexus Planning, a team of economists and planners based in the Pacific Northwest, to facilitate this plan. Research and development of this plan will require engagement with residents and community members. This letter is intended to provide an introduction for Points Consulting and to encourage community members to engage with this process. There will be multiple opportunities to do so in the proceeding months including town hall events, and a community survey. Engagements will start in early January and end in early March of 2023.

The work will be supervised by the appointed committee members for this Goal 9 Economic Development and Employment Lands Assessment project. Thank you for your interest and participation. The following people may be in contact with you, and if you would like to discuss beforehand, please call or email using the information below:

Brian Points | Project Lead, Phone: (208) 596-5809, Email: [Brian@points-consulting.com](mailto:Brian@points-consulting.com)

Madeline Bowen | Project Assistant, Phone: (208) 860-2024, Email: [Madeline@points-consulting.com](mailto:Madeline@points-consulting.com)

Sincerely,  
Kim Cutsforth

Tamra Mabbott

[WCVEDG - Board Chair]

[Morrow County - Planning Director]

Additionally, the project team will coordinate with individual City managers/leaders to schedule and reserve day/time/location for individual City Hall presentations. The City Managers/Leaders will be responsible for advertising and encouraging attendance at each respected townhall. PowerPoint's will be created for each townhall with specific and relative industry & demographic information for each City. Public comments/feedback will be documented and summarized at the next following Goal 9 team meeting. Individual interviews with stakeholders and businesses, along with public comments, will also be summarized in Community Engagement of the report for TAC to review.

7c



# TREASURER

Jaylene Papineau

100 Court Street  
P.O. Box 37  
Heppner, Oregon 97836  
**Phone: 541-676-5630 • Fax: 541-676-5631**  
E-mail: jpapineau@co.morrow.or.us

Date Prepared: November 7, 2022

BOC Agenda Date: November 9, 2022

## Subject: Monthly Treasurer Report-September

Re: Treasurer's Monthly Financial Statements as per ORS 208.090

### Earning Yield and Interest Rates: September

<u>Bank</u>	<u>Prior Month</u>	<u>Current Month</u>	<u>Change</u>
LGIP	1.58%	1.84%	.26%
Bank of Eastern Oregon	0.05%	0.05%	.00%
Community Bank (Quarterly)	0.02%	0.02%	.00%

### Outstanding checks:

Outstanding checks total as of September 30<sup>th</sup>, 2022 was \$881,434.52

September Total Interest: Interest (less fees) was \$54,126.70

September Tax Turnover: Total Paid Out to Taxing Districts was \$65,268.05

Transfer Requests: I received One Taxing District transfer of funds request in September

- The statement for the LGIP and the Pooled Cash Report are included.
- By the end of September, the LGIP Interest should be 1.90% per notice from the Oregon State Treasury. This will show on the October Statement (Notice is attached)

Please let me know if you have any questions.

Jaylene Papineau  
Morrow County Treasurer  
541-676-5630  
PO Box 37  
Heppner, OR 97836



OREGON  
STATE  
TREASURY

### Account Statement - Transaction Summary

For the Month Ending **September 30, 2022**

MORROW CO - MORROW COUNTY - 4206

Oregon LGIP	
Opening Balance	34,171,975.03
Purchases	2,733,950.61
Redemptions	(1,726,023.97)
<b>Closing Balance</b>	<b>\$35,179,901.67</b>
Dividends	54,089.39

Asset Summary		
	September 30, 2022	August 31, 2022
Oregon LGIP	35,179,901.67	34,171,975.03
<b>Total</b>	<b>\$35,179,901.67</b>	<b>\$34,171,975.03</b>



**Account Statement**

For the Month Ending **September 30, 2022**

**MORROW CO - MORROW COUNTY - 4206**

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
<b>Oregon LGIP</b>					
<b>Opening Balance</b>					<b>34,171,975.03</b>
09/01/22	09/01/22	LGIP Fees - ACH Redemption (4 @ \$0.05 - From 4206) - August 2022	1.00	(0.20)	34,171,974.83
09/01/22	09/01/22	LGIP Fees - Received ACH (3 @ \$0.10 - From 4206) - August 2022	1.00	(0.30)	34,171,974.53
09/02/22	09/02/22	SFMS Fr:Oregon Health Authority OHA public Health Program	1.00	35,727.07	34,207,701.60
09/02/22	09/02/22	SFMS Fr:Youth Authority, Oregon Juvenile Basic	1.00	4,554.00	34,212,255.60
09/07/22	09/07/22	OR REVENUE DEPT - ELCTRCCOOP	1.00	124,576.30	34,336,831.90
09/08/22	09/08/22	Purchase - ACH Purchase	1.00	1,126,873.50	35,463,705.40
09/08/22	09/08/22	Purchase - ACH Purchase	1.00	1,000,000.00	36,463,705.40
09/08/22	09/08/22	Redemption - ACH Redemption	1.00	(132,741.17)	36,330,964.23
09/12/22	09/12/22	Transfer to Boardman, City of - BOARDMAN CITY OF	1.00	(14,455.09)	36,316,509.14
09/12/22	09/12/22	Transfer to Boardman Park and Recreation - BOARDMAN PARK & REC/RECREATION CENTER	1.00	(5,655.22)	36,310,853.92
09/12/22	09/12/22	Transfer to Ione School District #2 - IONE SCHOOL DISTRICT #2	1.00	(5,650.43)	36,305,203.49
09/12/22	09/12/22	Transfer to InterMountain Education Service Dis - INTERMOUNTAIN ESD	1.00	(7,679.13)	36,297,524.36
09/12/22	09/12/22	Transfer to Boardman, City of - BOARDMAN CITY OF/ WEST URA	1.00	(339.10)	36,297,185.26
09/12/22	09/12/22	Transfer to Boardman, City of - BOARDMAN CITY OF / CENTRAL URA	1.00	(431.65)	36,296,753.61
09/12/22	09/12/22	Transfer to Blue Mountain Community College - BLUE MOUNTAIN COMMUNITY COLLEGE	1.00	(11,007.60)	36,285,746.01
09/12/22	09/12/22	Transfer to Boardman Park and Recreation - BOARDMAN PARK AND RECREATION	1.00	(1,949.98)	36,283,796.03
09/12/22	09/12/22	Transfer to Morrow County School District #1 - MORROW COUNTY SCHOOL DISTRICT #1	1.00	(45,971.82)	36,237,824.21
09/13/22	09/13/22	Redemption - ACH Redemption	1.00	(32.28)	36,237,791.93
09/13/22	09/13/22	Redemption - ACH Redemption	1.00	(110.00)	36,237,681.93



**Account Statement**

For the Month Ending **September 30, 2022**

**MORROW CO - MORROW COUNTY - 4206**

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
<b>Oregon LGIP</b>					
09/14/22	09/14/22	REV SUSP DEPOSIT - DSTSIPGNSH	1.00	128,157.63	36,365,839.56
09/15/22	09/15/22	SFMS Fr:OLCC OLCC Tax (Liquor)	1.00	7,551.58	36,373,391.14
09/15/22	09/15/22	SFMS Fr:Oregon Health Authority CFAA Monthly Allotment	1.00	106,070.32	36,479,461.46
09/16/22	09/16/22	SFMS Fr:Oregon Health Authority CFAA Special Payments	1.00	654.00	36,480,115.46
09/19/22	09/19/22	ODOT - ODOT PYMNT	1.00	117,510.65	36,597,626.11
09/21/22	09/21/22	ODOT - ODOT PYMNT	1.00	26,471.65	36,624,097.76
09/21/22	09/21/22	SFMS Fr:Oregon Health Authority Mental Health Tax	1.00	1,184.54	36,625,282.30
09/22/22	09/22/22	SFMS Fr:Administrative Services, Dept of County Cigarette Tax	1.00	529.98	36,625,812.28
09/23/22	09/23/22	Redemption - ACH Redemption	1.00	(1,000,000.00)	35,625,812.28
09/30/22	09/30/22	Redemption - ACH Redemption	1.00	(500,000.00)	35,125,812.28
09/30/22	10/03/22	Accrual Income Div Reinvestment - Distributions	1.00	54,089.39	35,179,901.67





OREGON  
STATE  
TREASURY

**Account Statement**

For the Month Ending **September 30, 2022**

MORROW CO - MORROW COUNTY - 4206

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
<b>Closing Balance</b>					<b>35,179,901.67</b>
		<b>Month of September</b>	<b>Fiscal YTD July-September</b>		
<b>Opening Balance</b>		34,171,975.03	36,295,536.43	<b>Closing Balance</b>	35,179,901.67
<b>Purchases</b>		2,733,950.61	3,652,373.92	<b>Average Monthly Balance</b>	35,688,734.31
<b>Redemptions</b>		(1,726,023.97)	(4,768,008.68)	<b>Monthly Distribution Yield</b>	1.84%
<hr/>					
<b>Closing Balance</b>		<b>35,179,901.67</b>	<b>35,179,901.67</b>		
<b>Dividends</b>		54,089.39	136,906.33		

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>				
101-100-1-10-1500	GENERAL FC W/TREASURER	8,323,157.69 (	476,587.40)	7,846,570.29
200-100-1-10-1500	HERITAGE TRAIL FC W/TREAS	23,730.94 (	270.85)	23,460.09
201-100-1-10-1500	ROAD EQUIP FC W/TREASURER	873,536.90	1,641.69	875,178.59
202-100-1-10-1500	ROAD FC W/TREASURER	2,390,113.13 (	71,016.41)	2,319,096.72
203-100-1-10-1500	FINLEY BUTTES FC W/TREASURER	549,026.62	42,106.84	591,133.46
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	118,720.74 (	3,146.36)	115,574.38
206-100-1-10-1500	LAW LIBRARY FC W/TREASURER	36,384.23 (	385.88)	35,998.35
207-100-1-10-1500	911 FC W/TREASURER	684,413.69 (	20,833.89)	663,579.80
208-100-1-10-1500	SURVEYOR PRES FC/TREASURER	279,612.15	1,809.75	281,421.90
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	1,426,405.55	168,469.86	1,594,875.41
211-100-1-10-1500	MCSO CO SCHOOL FC W/TREAS	0.00	38,944.23	38,944.23
212-100-1-10-1500	ISD COMMON SCH FC W/TREASURER	0.00	2,602.05	2,602.05
214-100-1-10-1500	FAIR FC W/TREASURER	317,417.19 (	28,555.66)	288,861.53
215-100-1-10-1500	COMP EQUIP FC W/TREASURER	87,464.66	164.38	87,629.04
216-100-1-10-1500	STF FC W/TREASURER	700,456.21 (	23,500.61)	676,955.60
217-100-1-10-1500	PROGRAMMING RES FC W/TREASURER	( 1,612.53)	0.00 (	1,612.53)
218-100-1-10-1500	ENFORCEMENT FC W/TREAS	20,333.69 (	9.20)	20,324.49
219-100-1-10-1500	VIDEO LOTTERY FC W/TREAS	60,413.16 (	2,399.56)	58,013.60
220-100-1-10-1500	VICTIM/WITNESS FC W/TREAS	( 6,713.53)	18,407.64	11,694.11
222-100-1-10-1500	WILLOW CREEK FEES FC W/TREAS	46,405.62	5,727.47	52,133.09
223-100-1-10-1500	CAMI GRANT FC W/TREAS	36,472.70 (	4,851.82)	31,620.88
224-100-1-10-1500	WEED EQUIP RES. FC W/TREAS	26,017.00	48.90	26,065.90
225-100-1-10-1500	STF VEHICLE FC W/TREAS	117,958.50	221.69	118,180.19
226-100-1-10-1500	FAIR ROOF FC W/TREAS	27,147.78	51.02	27,198.80
227-100-1-10-1500	HEPPNER ADMIN BLDG FC W/TREAS	1,990,282.70 (	87,413.46)	1,902,869.24
228-100-1-10-1500	SAFETY COMMITTEE FC W/TREAS	14,294.44	26.86	14,321.30
229-100-1-10-1500	BLEACHER RESERVE FC W/TREAS	26,064.77 (	4,958.22)	21,106.55
230-100-1-10-1500	RODEO FC W/TREAS	0.00	0.00	0.00
231-100-1-10-1500	JUSTICE COURT FC W/TREAS	49,176.46	3,840.10	53,016.56
233-100-1-10-1500	CLERKS RECORD FC W/TREAS	23,866.53	165.47	24,032.00
234-100-1-10-1500	DUII IMPACT FC W/TREAS	29,928.61	56.25	29,984.86
236-100-1-10-1500	FAIR IMPROV. FUND FC W/TREAS	26,432.15	1,001,615.81	1,028,047.96
237-100-1-10-1500	BUILDING PERMIT FC W/TREAS	1,613,875.65	3,033.05	1,616,908.70
238-100-1-10-1500	PARK FC W/TREAS	523,277.37	110,147.83	633,425.20
240-100-1-10-1500	EQUITY FC W/TREAS	271,639.23	510.51	272,149.74
241-100-1-10-1500	BUILDING RESERVE FC W/TREAS	847,342.11	1,592.46	848,934.57
243-100-1-10-1500	LIQUOR CONTROL FC W/TREAS	881.74	1.66	883.40
245-100-1-10-1500	WPF FC W/TREASURER	257.73	0.00	257.73
321-100-1-10-1500	FOREST SERVICE FC W/TREAS	86,849.20	163.22	87,012.42
322-100-1-10-1500	COURT SECURITY FC W/TREAS	78,436.93 (	10,743.79)	67,693.14
500-100-1-10-1500	ECHO WINDS FC W/TREAS	57,505.53	10,215.68	67,721.21
501-100-1-10-1500	SHEPHERDS FLAT FC W/TREAS	340.39	19,876.19	20,216.58
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	133,490.62 (	13,172.13)	120,318.49
510-100-1-10-1500	P & P FC W/TREAS	271,502.37 (	33,699.90)	237,802.47
514-100-1-10-1500	IONE SD B & I FC W/TREAS	1,294.81 (	906.72)	388.09
515-100-1-10-1500	BOARDMN URB REN FC W/TREAS	431.65 (	358.50)	73.15

MORROW COUNTY, OREGON  
 POOLED CASH REPORT (FUND 999)  
 AS OF: SEPTEMBER 30TH, 2022

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
516-100-1-10-1500		RADIO DIST FC W/TREAS	2,130.38 (	1,746.05)	384.33
519-100-1-10-1500		WEST BOARDMN URA FC W/TREAS	339.10 (	270.95)	68.15
521-100-1-10-1500		PGE CARTY FC W/TREAS	230,251.80	92,966.94	323,218.74
522-100-1-10-1500		SHERIFF RES FUND/TREAS	14,699.83	2,430.33	17,130.16
523-100-1-10-1500		WHEATRIDGE WIND FC W/TREAS	1,182,482.30 (	597,852.87)	584,629.43
524-100-1-10-1500		ORCHARD WIND FC W/TREAS	2,600.00	4.89	2,604.89
540-100-1-10-1500		RESLIENCY FUND W/TREAS	5,430,754.21	1,126,873.50	6,557,627.71
617-100-1-10-1500		MO CO HEALTH DIST FC W/TREAS	11,393.43 (	9,314.36)	2,079.07
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	0.00	0.00	0.00
621-100-1-10-1500		CITY OF BOARDMAN B & I FC W/TR	2,672.60 (	1,971.70)	700.90
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	1,262.57 (	1,077.29)	185.28
624-100-1-10-1500		CITY OF LEXINGTON B & I FC W/T	18,690.80	47.23	18,738.03
625-100-1-10-1500		BOARDMAN PARK & REC B & I	0.00	0.00	0.00
626-100-1-10-1500		MAN. STRUCTURE OMBUDSMAN	32.28 (	27.26)	5.02
628-100-1-10-1500		WILLOW CREEK PARK B & I FC W/T	3,659.82	6.93	3,666.75
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	1,054.14 (	864.00)	190.14
631-100-1-10-1500		CITY OF BOARDMAN FC W/TREAS	11,782.49 (	9,831.82)	1,950.67
632-100-1-10-1500		CITY OF HEPPNER FC W/TREAS	2,296.80 (	1,897.70)	399.10
633-100-1-10-1500		CITY OF IONE FC W/TREAS	373.17 (	309.68)	63.49
634-100-1-10-1500		CITY OF IRRIGON FC W/TREAS	1,188.95 (	990.95)	198.00
635-100-1-10-1500		CITY OF LEXINGTON FC W/TREAS	242.77 (	204.73)	38.04
636-100-1-10-1500		BOARDMAN F&R FC W/TREAS	7,015.99 (	5,738.55)	1,277.44
637-100-1-10-1500		BOARDMAN F&R DIST BOND	118.93	45.77	164.70
638-100-1-10-1500		HEPPNER RFPD FC W/TREAS	374.61 (	309.15)	65.46
639-100-1-10-1500		IRRIGON RFPD FC W/TREAS	686.94 (	567.71)	119.23
640-100-1-10-1500		IONE RFPD FC W/TREAS	416,039.52	938.68	416,978.20
641-100-1-10-1500		S GILLIAM RFPD FC W/TREAS	0.75	0.11	0.86
642-100-1-10-1500		BOARDMAN CEMETERY FC W/TREAS	184.80 (	148.92)	35.88
643-100-1-10-1500		HEPPNER CEMETERY FC W/TREAS	306.24 (	255.08)	51.16
644-100-1-10-1500		IONE-LEX CEMETERY FC W/TREAS	333.80 (	273.58)	60.22
645-100-1-10-1500		IRRIGON CEMETERY FC W/TREAS	122.98 (	100.66)	22.32
646-100-1-10-1500		WILLOW CREEK PARK FC W/TREAS	919.45 (	755.49)	163.96
647-100-1-10-1500		BOARDMAN PARK FC W/TREAS	1,949.98 (	1,571.50)	378.48
648-100-1-10-1500		IRRIGON PARK FC W/TREAS	488.71 (	399.97)	88.74
649-100-1-10-1500		BOARDMAN PK B&I FC W/TREASURER	5,655.22 (	4,852.56)	802.66
650-100-1-10-1500		MO CO UNIFIED REC FC W/TREAS	1,117,518.25	3,128.17	1,120,646.42
651-100-1-10-1500		HEPPNER WATER CONTROL FC W/TRE	57.43 (	47.70)	9.73
652-100-1-10-1500		MO CO SCHOOL DIST FC W/TREAS	45,971.82 (	37,709.51)	8,262.31
653-100-1-10-1500		MO CO SCHOOL B & I FC W/TREAS	241,787.91	1,350.56	243,138.47
654-100-1-10-1500		UMATILLA-MORROW ESD FC W/TREAS	7,679.13 (	6,302.74)	1,376.39
655-100-1-10-1500		CHAPLAINCY PROG FC W/TREAS	14.61	0.03	14.64
656-100-1-10-1500		IONE-LEX CEM PERP FC W/TREAS	0.00	0.00	0.00
657-100-1-10-1500		IONE-LEX CEM EQUIP FC W/TREAS	0.00	0.00	0.00
658-100-1-10-1500		BMCC FC W/TREASURER	8,247.06 (	6,768.93)	1,478.13
659-100-1-10-1500		BMCC B & I FC W/TREASURER	2,760.54 (	2,280.27)	480.27
660-100-1-10-1500		NORTH MO VECTOR CONT FC W/TREA	2,681.37 (	2,190.92)	490.45
662-100-1-10-1500		IONE LIBRARY DIST FC W/TREAS	75,072.35 (	8,823.09)	66,249.26

MORROW COUNTY, OREGON  
 POOLED CASH REPORT (FUND 999)  
 AS OF: SEPTEMBER 30TH, 2022

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
663-100-1-10-1500	OREGON TRAIL LIB FC W/TREAS	2,723.10 (	2,231.96)	491.14
665-100-1-10-1500	STATE & FED WILDLIFE FC W/TREA	6,206.83	11.66	6,218.49
666-100-1-10-1500	STATE FIRE PATROL FC W/TREAS	1,085.14 (	906.34)	178.80
667-100-1-10-1500	EOTT FC W/TREASURER	0.00	0.00	0.00
668-100-1-10-1500	TAX APPEALS FC W/TREAS	384,823.45	723.22	385,546.67
669-100-1-10-1500	SCHOLARSHIP TRUST FC W/TREAS	11,104.68	20.87	11,125.55
670-100-1-10-1500	ADV COLL 04-05 FC W/TREAS	63,657.38	2,269.90	65,927.28
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	1,171.01	2.20	1,173.21
676-100-1-10-1500	IONE RFPD RESERVE FC W/TREAS	820,053.50	1,541.17	821,594.67
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	34,953.91	3,921.70	38,875.61
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	12.30	1.82	14.12
684-100-1-10-1500	FINLEY BUTTES CLOSURE FC W/TRE	1,284,267.99	2,413.60	1,286,681.59
685-100-1-10-1500	STATE HOUSING FC W/TREAS	15,756.47	7,296.85	23,053.32
686-100-1-10-1500	IONE LIBRARY BLDG FC W/TREAS	131,226.46	246.62	131,473.08
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	4,355.62 (	3,598.07)	757.55
690-100-1-10-1500	HEPPNER RURAL FIRE DIST BOND	199.23 (	169.37)	29.86
691-100-1-10-1500	CITY OF HEPPNER BND FC W/TREAS	278.08 (	235.19)	42.89
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	12,278.83	25,256.72	37,535.55
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	0.00	0.00	0.00
699-100-1-10-1500	UNSEGREGATED TAX FC W/TREAS	0.10 (	0.10)	0.00
TOTAL CLAIM ON CASH		33,878,240.91	1,207,533.00	35,085,773.91

CASH IN BANK - POOLED CASH

999-100-1-10-1501	AP POOLED BEO	408,861.53	199,604.53	608,466.06
999-100-1-10-1502	PAYROLL BEO	22,440.56	1.83	22,442.39
999-100-1-10-1503	STATE TREASURY POOL	34,171,975.03	1,007,926.64	35,179,901.67
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	100.22	0.00	100.22
999-100-1-10-1508	US BANK	0.00	0.00	0.00
999-100-1-10-1509	PROP TAX COLL BEO	0.00	0.00	0.00
SUBTOTAL CASH IN BANK - POOLED CASH		34,603,377.34	1,207,533.00	35,810,910.34

**Jaylene Papineau**

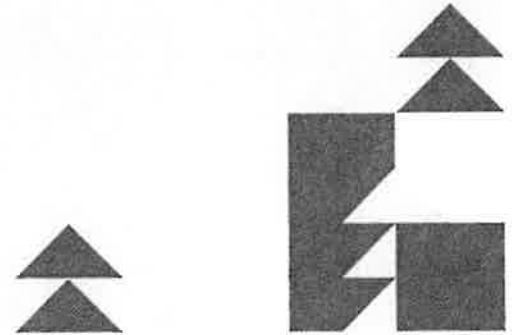
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**From:** Local-Gov-News <local-gov-news-bounces@omls.oregon.gov> on behalf of OST NEWSLISTS via Local-Gov-News <local-gov-news@omls.oregon.gov>  
**Sent:** Tuesday, September 6, 2022 10:01 AM  
**To:** local-gov-news@omls.oregon.gov  
**Subject:** [Local-Gov-News] Oregon State Treasury | OSTF Rate Change

**STOP and VERIFY This message came from outside of Morrow County Gov**

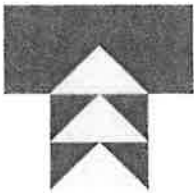
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# Oregon Short Term Fund



## Rate Change

Effective Thursday, September 8, 2022, the Oregon Short Term Fund (OSTF) rate will change from 1.65% to 1.90%. Additional information about the OSTF, including historical rate data, is available online [here](#).



**OREGON  
STATE  
TREASURY**

867 Hawthorne Ave SE  
Salem, OR 97301-5241

503.378.4000

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**Jaylene Papineau**

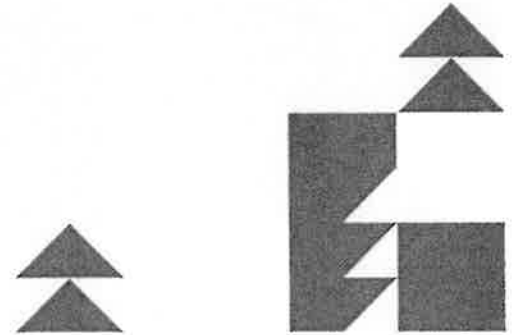
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**From:** Local-Gov-News <local-gov-news-bounces@omls.oregon.gov> on behalf of OST NEWSLISTS via Local-Gov-News <local-gov-news@omls.oregon.gov>  
**Sent:** Monday, October 10, 2022 8:38 AM  
**To:** local-gov-news@omls.oregon.gov  
**Subject:** [Local-Gov-News] Oregon State Treasury | OSTF Rate Change

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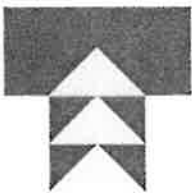
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# Oregon Short Term Fund



## Rate Change

Effective Tuesday, October 11, 2022, the Oregon Short Term Fund (OSTF) rate will change from 1.90% to 2.20%. Additional information about the OSTF, including historical rate data, is available online [here](#).



**OREGON  
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TREASURY**

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**Jaylene Papineau**

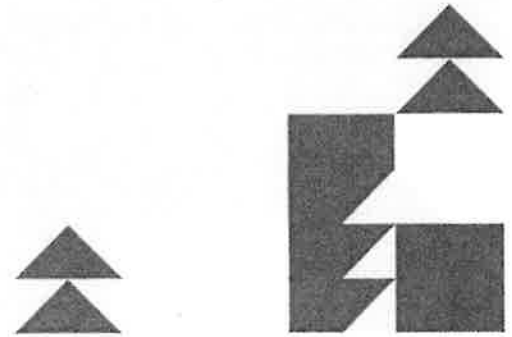
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**From:** Local-Gov-News <local-gov-news-bounces@omls.oregon.gov> on behalf of OST NEWSLISTS via Local-Gov-News <local-gov-news@omls.oregon.gov>  
**Sent:** Monday, October 31, 2022 10:14 AM  
**To:** local-gov-news@omls.oregon.gov  
**Subject:** [Local-Gov-News] Oregon State Treasury | OSTF Rate Change

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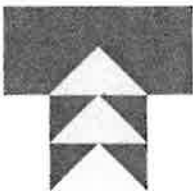
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# Oregon Short Term Fund



## Rate Change

Effective Tuesday, November 1, 2022, the Oregon Short Term Fund (OSTF) rate will change from 2.20% to 2.50%. Additional information about the OSTF, including historical rate data, is available online [here](#).



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November 7, 2022

Morrow County Commissioners,

I am a Morrow County Resident and I live in the Boardman Fire Rescue District area.

Boardman Fire Rescue District has:

- ~ 8,000 people that work in the Boardman area
- ~ 5,900 people that live in the Boardman area
- ~ 8,000 vehicles that travel daily on Main Street in Boardman
- ~ 22,400 vehicles that travel on I-84 through Boardman daily

As of November 7, 2022, there has been over 450 emergency medical calls in Boardman. When the MCHD ambulance in Boardman is out, this leaves ambulance in Irrigon to respond and transport for all of Irrigon as well as all of Boardman until the ambulance from Boardman is back in service.

As of September 30, 2022, the ambulance in Irrigon has been dispatched to 222 EMS calls, leaving the ambulance in Boardman to respond and transport for all of



Boardman as well as Irrigon until the ambulance assigned to Irrigon is back in service.

From January 1, 2022 - October 1, 2022

the ambulance in Boardman has transported to area hospitals outside of Morrow County 183 times.

The ambulance in Irrigon has transported to area hospitals outside of Morrow County 147 times.

Each time the ambulances transport to a hospital it is Approximately 60 minutes, until the ambulance is back in service.

The 2<sup>nd</sup> ambulance in Boardman, and the 2<sup>nd</sup> ambulance in Irrigon are not staffed full time. Which means if off duty personnel doesn't return and respond we have to rely on our neighboring counties for an ambulance.

On, Friday November 4, 2022, at approximately 1:00 pm Boardman ambulance and Boardman Fire were dispatched to an EMS call, while Boardman Ambulance and Boardman Fire were on that call another call came in the Boardman area, Irrigon had to be dispatched to that call, and while Both Boardman ambulances and Irrigon ambulances were busy, in Boardman, another call came in the Boardman area since MCHD couldn't respond to the incident a Gilliam County Ambulance had to be dispatched to handle the call in the Boardman area. This

is a 30-40 minute response time for Gilliam County. Had Boardman Fire been licensed, they could have had an ambulance on scene in just a few minutes.

On Page 8 of the ASA the last two paragraph read...

A second potential artificial barrier is the limited number of ambulances in the county. If the existing ambulances in the county are already responding to an incident, response times to subsequent incidents may be delayed while mutual aid is summoned, and other units respond from a more distant location.

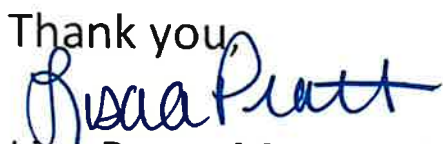
In instances in which a response may be delayed, there are several options which may be considered and employed based on the circumstances:

- ~ Multiple ambulances may be dispatched from different locations within the ASA and/or outside of the ASA utilizing mutual aid agreements,
- ~ An air ambulance may be requested,
- ~ additional personnel may be requested,
- ~ Other agencies, such as the fire district, may be contacted for assistance.

Morrow County's own ASA addresses the barrier of limited amount of licensed ambulances in our area. How does it make more sense to dispatch an ambulance from Gilliam County, then licensing Boardman Fire Rescue District Ambulances?

So, please explain to the Morrow County Residences how there is not a NEED for additional ambulances?

Thank you,



Lisa Pratt, Morrow County Resident.

#### Attached documents

1. Page 8 of the ASA
2. Letter from OHA 11/3/2021
3. Letter from OHA 3/24/2022

## **ASA ALTERNATIVES CONSIDERED TO REDUCE RESPONSE TIMES**

Morrow County is covered by a single ASA. The intent of boundary definitions is to limit the effects of artificial & geographic barriers on response time, recognizing that response patterns may change due to local conditions such as road closure and weather. Morrow County has many natural response barriers, including rivers and large roadless areas which were considered when designating the ASA.

The principle (potential) artificial barrier to response time throughout Morrow County is the fact that most EMS personnel are volunteers, and as such are subject to other employment obligations and non-EMS activities. Consequently, response times can potentially be delayed through the process of locating available personnel. A three-year plan is underway to increase the number of paid EMS personnel in Boardman, Heppner, and Irrigon to eight (8) FTE in each location. Ambulance halls in Boardman, Heppner, and Irrigon will be staffed 24/7 by paid personnel and may be backed up by volunteers. This model is expected to reduce the impact of this barrier.

A second potential artificial barrier is the limited number of ambulances in the county. If existing ambulances in the county are already responding to an incident, response times to subsequent incidents may be delayed while mutual aid is summoned and other units respond from a more distant location.

In instances in which a response may be delayed, there are several options which may be considered and employed based on the circumstances:

- Multiple ambulances may be dispatched from different locations within the ASA and/or outside of the ASA utilizing mutual aid agreements,
- An air ambulance may be requested,
- Additional personnel may be requested,
- Other agencies, such as the fire district, may be contacted for assistance.



November 3, 2021

Nazario Rivera  
Director of Public Health  
Morrow County Health Department  
110 N. Court St.  
Heppner, OR 97836

Dear Mr. Rivera,

The Oregon Health Authority, Emergency Medical Services and Trauma Systems Program (Authority) is responsible for ambulance service area plan review in the State of Oregon (ORS 682.204 to 682.991; OAR 333, Divisions 260, 255 and 265). The following information outlines the findings generated after an ambulance service area plan review.

The report is categorized into two sections which include Further Development Required and Recommendations. The comments in the Further Development Required section must be addressed before the county's ambulance service area (ASA) plan can be approved.

The county does not need to address the comments in the Recommendations section, but it is encouraged.

The following aspects of the county's ASA plan need further development to be in compliance with Oregon Revised Statute 682.204 to 682.991; and Oregon Administrative Rules 333, Division 260.

### **FURTHER DEVELOPMENT REQUIRED**

The definitions used throughout the plan are inconsistent with those found in OAR 333-260-0010. For example, "Division" should be referred to as "Authority." The county should update the definitions to be consistent with new rule language.



**OAR 333-260-0040**

0040(4)

The ASA plan does not adequately address major alternatives considered for reducing response times, if needed. To be compliant with this requirement, the ASA plan should state what steps the county takes to reduce response times if the response time is expected to longer than average, like dispatching multiple ground ambulances, dispatching an air ambulance, utilizing mutual aid agreements, or contacting another agency for assistance.

**OAR 333-260-0050**

0050(1)(b)

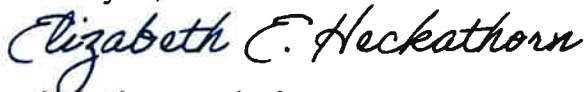
The ASA plan must address the process for pre-arranged and non-emergency transfers. In particular, the plan must state whether the ASA provider recognized by the county for the specified ASA retains the first right of refusal for non-emergency ambulance and inter-hospital transfers. If the ASA provider retains first right of refusal, the ASA plan should also address whether it is the responsibility of the hospital or the ASA provider to find transportation if the primary ASA provider is unavailable.

**RECOMMENDATIONS**

- Under System Elements – Training, consider stating that all training must meet or exceed OHA requirements.

Please revise the plan addressing the areas of Further Development Required identified above. The Authority encourages you to address any recommendations noted, but this is not required. Once the plan is complete, please resubmit to the Authority with notations that identify only those areas that were changed, or rephrased. The Authority will conduct an additional review for compliance within 60 days from the date that the revised ASA plan is received by the Authority.

Thank you,



Elizabeth E. Heckathorn  
Deputy Director, EMS & Trauma Systems  
Oregon Health Authority, Public Health Division  
[elizabeth.e.heckathorn@dhsoha.state.or.us](mailto:elizabeth.e.heckathorn@dhsoha.state.or.us)

cc: Morrow County Board of Commissioners



March 24, 2022

Nazario Rivera  
Director of Public Health  
Morrow County Health Department  
110 N. Court St.  
Heppner, OR 97836

Dear Mr. Rivera,

The Oregon Health Authority, Emergency Medical Services and Trauma Systems Program (Authority) is responsible for ambulance service area plan review in the State of Oregon (ORS 682.204 to 682.991; OAR 333, Divisions 260, 255 and 265). The following information outlines the findings generated after an ambulance service area plan review.

The Authority finds Morrow County's Ambulance Service Area Plan complies with OAR 333-260-0000 through 333-260-0070. The Authority is pleased to approve Morrow County's Ambulance Service Area Plan.

The report is categorized into two sections which include Further Development Required and Recommendations. The county does not need to address the comments in the Recommendations section, but it is encouraged for a stronger ASA plan.

#### FURTHER DEVELOPMENT REQUIRED

*None.*

#### RECOMMENDATIONS

*None.*

Morrow County's Ambulance Service Area Plan will ensure that the residents of and visitors to the county will have access to efficient and effective prehospital emergency medical care and ambulance service.

Thank you,

Elizabeth Heckathorn  
Deputy Director, EMS & Trauma Systems  
Oregon Health Authority, Public Health Division  
[elizabeth.e.heckathorn@state.or.us](mailto:elizabeth.e.heckathorn@state.or.us)

cc: Morrow County Ambulance Service Area Advisory Committee