

MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

Wednesday, January 25, 2023 at 9:00 a.m.

Bartholomew Building Upper Conference Room

110 N. Court St., Heppner, Oregon

See Zoom Meeting Info on Page 2

AMENDED

1. **Call to Order and Pledge of Allegiance - 9:00 a.m.**
2. **City/Citizen Comments:** Individuals may address the Board on issues not on the agenda
3. **Open Agenda:** The Board may introduce subjects not already on the agenda
4. **Consent Calendar**
 - a. Minutes: December 28, 2022, January 4, 2023, **January 11, 2023**
 - b. Property Tax Refund – Meenderinck Land Company LLC
5. **Business Items**
 - a. Letter of Support, Grant Application to the Oregon Department of Transportation, Community Paths Program (Tamra Mabbott, Planning Director)
 - b. Transition from Emergency Phase to Recovery Phase of the Nitrate Emergency; Change of Command (Robin Canaday, Public Health Director)
 - c. Discussion – Funding for the Recovery Phase (Robin Canaday)
 - d. Interim County Administrator Position
 - e. Permanent County Administrator Position
6. **Department Reports**
 - a. Road Department Monthly Report (Mike Haugen)
 - b. Clerk’s Quarterly Report (Bobbi Childers)
 - c. Human Resources Quarterly Report (Lindsay Grogan)
 - d. Surveyor’s Quarterly Report (Matt Kenny, Contracted Surveyor)
 - e. Public Health Quarterly Report (Robin Canaday)
7. **Correspondence**
8. **Commissioner Reports**
9. **11:30 a.m.: Executive Session:** Pursuant to ORS 192.660(2)(h) – To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed
10. **Signing of documents**
11. **Adjournment**

Agendas are available every Friday on our website (www.co.morrow.or.us/boc under “Upcoming Events”). Meeting Packets can also be found the following Monday. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Roberta Lutcher at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the

Board office before noon of the preceding Friday. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about items listed on the agenda, please contact Chair David Sykes, 541-256-0379.

Zoom Meeting Information

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

PASSWORD: 97836

Meeting ID: 541-676-2546

Zoom Call-In Numbers for Audio Only:

- 1-346-248-7799, Meeting ID: 541 676 2546#
- 1-669-900-6833, Meeting ID: 541 676 2546#
- 1-312-626-6799, Meeting ID: 541-676-2546#
- 1-929-436-2866, Meeting ID: 541-676-2546#
- 1-253-215-8782, Meeting ID: 541-676-2546#
- 1-301-715-8592, Meeting ID: 541-676-2546#

**Morrow County Board of Commissioner Work Session Minutes
December 28, 2022
Bartholomew Building Upper Conference Room
Heppner, Oregon**

Present In-Person

Chair Don Russell, Commissioner-Elect David Sykes, Commissioner-Elect Jeff Wenholz, Justin Nelson, Bobbi Childers, Greg Sweek, Jaylene Papineau, Kevin Ince, Lindsay Grogan, John Bowles, Jeff Bailey, Brian Snyder

Present Via Zoom

Rick Stokoe, Erick Peterson, Corey Sweeney, Sandi Pointer, Julie Baker, SaBrina Bailey-Cave, Heidi Turrell, Kirsti Cason, Erika Lasater, Lisa Mittelsdorf, Roberta Lutcher, Patrick Collins, Robin Canaday, Ronda Fox, Lisa Pratt, Christy Kenny, Tamra Mabbott, Angie Burke

Call to Order: 9:00 a.m.

Chair Russell said this was advertised as a Morrow County Commission meeting because of the hope that Governor Kate Brown was going to appoint somebody to fill one of the two recently vacated Commissioner positions. Due to the lack of a quorum, a Work Session would be held instead. Discussion of issues can occur, he said, but there won't be the ability to take any official action.

Introductions & Pledge of Allegiance

City & Citizen Comments: None

Open Agenda: No items

Discussion Items:

- A request for financial assistance was heard from Jeff Bailey, Secretary/Treasurer, Board of Directors, Willow Creek Terrace Assisted Living Facility. He relayed the impact of COVID on the facility. Staffing was, and continues to be an issue, he said. On the income side, Willow Creek Terrace was not able to recruit residents to the facility during COVID. Not only were expenses up, but they weren't able to generate the kind of income needed to make the facility operate, he said. In recent years, the facility was basically a "break even" proposition and considered to be a service to the community. Mr. Bailey provided a more in-depth report on financials and the Board's future plans. He said he would ask to be on an upcoming agenda to present the request and would include a dollar amount.
- Chair Russell offered a recommendation regarding appointments to the Columbia River Enterprise Zone (CREZ) II Board when that topic comes to an agenda next year. He suggested the Commissioner-Elects be appointed as the County's representatives and Assessor/Tax Collector, Mike Gorman, be appointed as alternate for both representatives.
- Commissioner-Elect Sykes said he and Commissioner-Elect Wenholz were in agreement on the County Administrator model and were interested in bringing in an Interim County Administrator. Commissioner-Elect Sykes put forth the name of the County's former Assessor/Tax Collector, Greg Sweek, who retired after 35 years with the County. Commissioner-Elect Sykes said the topic would be on the January 4, 2023 agenda.
- Ideas regarding the upcoming vacancy on the Budget Committee were discussed. When Commissioner-Elect Wenholz takes office, a vacancy will be created on the committee.
- A report was provided by Mike Haugen, Assistant Road Master.

- The process by the Board of Commissioners to appointment someone to vacant County Commissioner Position 1 was discussed.

Adjourned: 9:55 a.m.

DRAFT

Morrow County Board of Commissioners Meeting Minutes
January 4, 2023
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present In-Person

Chair David Sykes, Commissioner Jeff Wenholz, Don Russell, Roberta Lutcher, Justin Nelson, Greg Sweek, Paul Gray, Kevin Ince, Mike Gorman, Melissa Camarillo, Lindsay Grogan, Tamra Mabbott, Jaylene Papineau, April Sykes

Present Via Zoom

Deona Siex, Sandi Pointer, Jr. Drago, Heidi Turrell, Debbie Radie, Kirsti Cason, SaBrina Bailey-Cave, Julie Baker, Emily Roberts, Lisa Mittelsdorf, Theresa Crawford, Ronda Fox, Corey Sweeney, Linda Skendzel, Antonio Sierra, Angie Burke, Debbie Pedro, Karen Pettigrew, Robin Canaday, Dawson Quinton, Ryan DeGrofft, Brenda Profitt, Brandy Warburton, Jasmine Garcia, Jamie Stewart, Yvonne Morter

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

Chair Sykes welcomed attendees and introduced himself and Commissioner Wenholz. He said he held Commissioner Position 3, which according to the rotation schedule established in Resolution R-2017-1, made him next in line as Chair. This would be addressed later in the agenda, he added.

Chair Sykes said as the Board started off 2023, they were looking forward to working with everyone, including those in the private sector, volunteers and employees. Chair Sykes said he and Commissioner Wenholz were looking forward to accomplishing the tasks of county government that will make this a great county in which to live.

City & Citizen Comments: No comments

Open Agenda: No items

Consent Calendar – Items were taken individually

Accounts Payable & Payroll Payables

Commissioner Wenholz said he did not have access to review the Accounts Payable so he had a problem approving them. He then asked Finance Director, Kevin Ince, if there was an Oregon Revised Statute (ORS) that required the Board to approve or attest to the Accounts Payable and Payroll Payables.

Mr. Ince said his research indicated as long as the County was operating within procurement delegation of authority policies and with budget appropriations, there didn't need to be a proactive approval before payment. He said he needed to fully vet this with County Counsel, Justin Nelson. He said he preferred to draft a policy to bring before the Board.

Commissioner Wenholz said if it's not in ORS, he'd like to see the Board move away from approving or attesting to their validity.

Mr. Ince said the County Accountant approves all claims and warrants against the County, which are then presented to the Treasurer for payment. Those are the checks and balances, he said. An existing Morrow County ordinance states all demands against the County will be provide on a monthly basis for review by the Board of Commissioners. He said he agreed with Commissioner Wenholz's perspective. Additional discussion took place about the need for approval this week to avoid late fees, etc.

Commissioner Wenholz moved to authorize the Finance Department to review and pay the Accounts Payable and Payroll Payables. Commissioner Sykes seconded. Vote: Unanimous approval.

Budget Officer Appointment

Mr. Ince explained, typically, the Finance Director has been appointed as Budget Officer for the upcoming fiscal year budget and preparation.

Commissioner Wenholz moved to accept Finance Director, Kevin Ince, as Budget Officer for the 2023-24 fiscal year. Commissioner Sykes seconded. Vote: Unanimous approval.

Amendment 5 to Oregon Health Authority Intergovernmental Agreement #173145 for the Financing of Community Mental Health, Addiction Treatment, Recovery & Prevention and Problem Gambling Services

Mr. Ince said the funds from this contract are passed through to Community Counseling Solutions (CCS) and he had Executive Director, Kimberly Lindsay, review the amendment, as well. He explained the \$260,000 going back to the state were funds not expended out of the categories outlined for the award period. Sometimes funds are pulled back and can be reallocated in the next award period, he said.

Commissioner Wenholz moved to approve Amendment 5 to OHA IGA #173145 and authorize the Finance Director to sign and execute the agreement. Commissioner Sykes seconded. Vote: Unanimous approval.

Business Items

Review Resolution No. R-2017-1: Establishing a Rotating Chairmanship and Vice Chairmanship of the Board of Commissioners

Commissioner Wenholz said he preferred for the Commissioners to elect a Chair each year. Chair Sykes agreed and staff was directed to prepare a resolution for next week's agenda.

Nitrate Emergency Update

Paul Gray, Emergency Manager

Mr. Gray explained former Commissioner Jim Doherty had been in charge of the nitrate emergency and dealt directly with state agencies. Since Mr. Doherty was no longer in office, he requested authority to work with those agencies, moving forward. He said \$130,359.56 was spent of the \$160,000 total budget. Some of the expenditures were being reimbursed by the Boardman Business Coalition, headed up by Debbie Radie, he said. The Oregon Department of Human Services (ODHS) Office of Resiliency and Emergency Management will pay for water deliveries from July 2022 through March 2023, on a reimbursement basis. As Morrow County

was now in the recovery phase, the state will take on many of the functions formerly done by Morrow County, he added. He said he wanted to continue working with the Public Health Department to launch the new program that will instruct and educate people in the community about the nitrate situation, and help with the testing. That program is referred to as Program Element 75, he said. Mr. Gray talked about transitioning the testing to the state and said he planned to meet with other agencies to accomplish that. Testing will be more robust and test for many more things besides nitrates, he explained. The more thorough testing will lead to better filters that will filter out more than just nitrates. We're trying to get things back to the state's responsibility, he said.

Chair Sykes asked for clarification on what authority Mr. Gray was requesting. He said it's for the ability to talk to the state. As far as decision making or costs to the County, he said he would bring those before the Board for approval.

Planning Director, Tamra Mabbott, spoke to her department's involvement with water issues. She said Planning's state agency counterpart was the Department of Environmental Quality because they regulated groundwater, whereas OHA regulated drinking water. She then proposed a Work Session with the Board in early February to hear from the County's new contracted water coordinator, GSI Water Solutions, Inc.

Mr. Gray said in his job, he deals with the emergency phase but he anticipated the recovery phase continuing for years. He said he wanted to work with the state to make sure they followed through with what was promised in their workplan letter to the Environmental Protection Agency (EPA).

Chair Sykes stated it appeared Mr. Gray was asking for the ability to do his job, to which Mr. Gray agreed. By consensus, the Board agreed and directed him to move forward and manage the resources, as he knew best how to deal with the state.

Resolution No. R-2023-1: Morrow County Public Employees Retirement Plan Amendment

Lindsay Grogan, Human Resources Director

Kevin Ince, Finance Director

The item was postponed one week to allow staff the time needed to respond to the Commissioners' questions.

Appoint Representatives to the Columbia River Enterprise Zone II and III Boards

Brief discussion about the status of the CREZ II Board – meets to disburse funds from agreements signed prior to its end date. Those funds will continue to be disbursed for the next 15 years.

Chair Sykes moved to appoint himself and Commissioner Wenzholz to the open Morrow County positions on the CREZ II Board. Commissioner Wenzholz seconded. Vote: Unanimous approval.

Commissioner Wenzholz moved to appoint Assessor/Tax Collector, Mike Gorman, as the alternate on the CREZ II Board. Chair Sykes seconded. Vote: Unanimous approval.

Commissioner Wenholz moved to appoint himself, Chair Sykes and the person who will be appointed to the vacant Commissioner Position 1 (yet to be determined), as the County representatives on the CREZ III Board; and to appoint Mike Gorman as the alternate who would serve in place of the third Commissioner until that position is appointed. Chair Sykes seconded. Vote: Unanimous approval.

Order No. OR-2023-1: Appoint Representatives to the Columbia Development Authority Board
After a brief discussion about term lengths, a break was requested to allow staff to update the Order.

Break: 10:03-10-13 a.m.

Commissioner Wenholz moved to approve Order No. OR-2023-1: In the Matter of Appointments to the Columbia Development Authority Board: County Representative – Jeff Wenholz; Alternate – David Sykes; terms to be January 4, 2023 to December 31, 2024. Chair Sykes seconded. Vote: Unanimous approval.

BOC Committee & Board Assignments

Until a third Commissioner can be appointed to Position 1, the Board agreed by consensus to Chair Sykes taking on the committee and boards assigned to former Commissioner Melissa Lindsay, and Commissioner Wenholz taking on the those assigned to former Commissioner Don Russell (from the list in the Agenda Packet). The exceptions to the list included the CREZ and CDA appointments just made and The Loop Advisory Committee, which would be assigned to Commissioner Wenholz.

BOC Meeting Schedule

Commissioner Wenholz referenced a 1981 Morrow County Ordinance, Number ORD-MC-C5, which specified when and where meetings would be held in the County. He said he believed it would be more efficient from a staff-time perspective, to hold meetings on the first and third Wednesdays of each month.

Chair Sykes said the Board's vision was for a County Administrator form of government where the Administrator handled the "nuts and bolts" operations of the county, while the commissioners focused on policies and the vision for the County. At the same time, he said the Commissioners would have contact with elected officials and department directors to hear their visions and plans for their departments. The Commissioners would do policy formation and the administrative side would carry out those policies, he said. The Board then listened to input from several directors in attendance.

Mr. Nelson summarized the discussion by saying the Board directed staff to return in the next few weeks with an updated ordinance or resolution to set the new meeting schedule to the first and third Wednesdays of each month. The first Wednesday meetings will take place in Heppner and the third Wednesday meetings will be in Irrigon. The Board can add special meetings as required, he added.

Vacant Commissioner Position 1

Mr. Nelson said he spoke to Clerk, Bobbi Childers, who recommended individuals interested in being considered be required fill out Candidate Filing Form SEL 101 to ensure they meet the minimum qualifications for office. He said the Board had flexibility in determining the process because it wasn't strictly an application for employment and there weren't requirements on the length of notice. The Commissioners agreed it should be posted to the County website and area news publications for three weeks. They also agreed to continue the discussion next week when Ms. Childers could be present and provide additional input.

Interim County Administrator

Discussion took place on past and current practices when hiring temporary employees.

Chair Sykes moved to offer employment to Greg Sweek as Interim County Administrator, effective immediately. Commissioner Wenholz seconded. Discussion: Commissioner Wenholz stated this was based on precedent laid out by their predecessors. Mr. Nelson said it was by the prior process when Kim Cutsforth was hired as Interim Administrator, and separately Ms. Grogan's comments about current employees moving up (Mr. Sweek has temporary employee status as an election worker and fill-in deputy clerk in the Clerk's Office), that both can lead to the hiring. Chair Sykes stated they wanted to follow the correct process. Commissioner Wenholz agreed and added it was important to get someone in sooner rather than later to oversee the day-to-day operations of the County and to help the County move forward. After a brief discussion, Commissioner Wenholz asked Ms. Grogan if anything precluded the Board from hiring Mr. Sweek. Ms. Grogan replied, no, it was their prerogative. Vote: Unanimous approval.

Department Reports

- The Sheriff's Office Monthly Report was reviewed by Melissa Camarillo, Administrative Lieutenant
- Mr. Nelson provided a verbal quarterly report for the District Attorney's Office
- The Fair Office Written Quarterly Report was submitted by Ann Jones

Correspondence – None

Commissioner Reports – Not provided

Signing of Documents

Adjourned: 11:14 a.m.

Morrow County Board of Commissioners Meeting Minutes
January 11, 2023
Bartholomew Building Upper Conference Room
Heppner, Oregon

Present In-Person:

Chair David Sykes, Commissioner Jeff Wenholz, Greg Sweek, Kevin Ince, Roberta Lutcher, Eric Imes, Justin Nelson, Lindsay Grogan, Jaylene Papineau, Bobbi Childers, Brian Snyder

Present Via Zoom:

Debbie Radie, SaBrina Bailey-Cave, Brenda Profitt, Erika Lasater, Heidi Turrell, Ronda Fox, Ana Pineyro, Sandi Pointer, Mark Keith, Robin Canaday, Kirsti Cason, Torrie Griggs, Staci Osmin, Lisa Mittelsdorf, Yvonne Morter, Tamra Mabbott, Anna Browne, Linda Skendzel, Glen Diehl, Jim Doherty, Angie Burke, Deona Siex

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

City & Citizen Comments: None

Open Agenda: No items

Consent Calendar

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

- 1. Resolution No. R-2023-2: In the Matter of Establishing a Yearly Election of Morrow County Board of Commissioners Chairman & Repealing Resolution No. R-2017-1*
- 2. Ninth Amendment to Oregon Health Authority Intergovernmental Agreement #169524 for the Financing of Public Health Services; and authorize Chair Sykes to sign on behalf of the County*

Chair Sykes seconded. Vote: Unanimous approval.

Business Items

Purchase Request – Grader & Attachments

Eric Imes, Public Works Director

Mr. Imes talked about the need for the purchase. He said the Road Equipment Reserve budget currently supported the purchase.

Kevin Ince, Finance Director, provided an overview of permissive cooperative procurement, which means an organization, Sourcewell in this case, has gone through rigorous competitive bid processes for a variety of products and services nationwide. Government entities can then “piggyback” on these agreements, resulting in a more expeditious process.

A brief question and answer exchange took place.

Commissioner Wenholz moved to approve the purchase of a 2023 CAT 160 Motor Grader with attachments, in the amount of \$396,280.91. Chair Sykes seconded. Vote: Unanimous approval.

Resolution No. R-2023-1: Morrow County Public Employees Retirement Plan Amendment

Lindsay Grogan, Human Resources Director

Kevin Ince, Finance Director

Ms. Grogan cleared up last week's confusion over the dates listed in the documents. Northwest Retirement Plan Consultants drafted the amendment with the incorrect dates but they have now corrected them, she explained.

Commissioner Wenholz moved to approve Resolution No. R-2023-1: In the Matter of Amendment to the Morrow County Public Employees Retirement Plan; and authorize the Human Resources or Finance Director to sign and execute the Plan Amendment. Chair Sykes Seconded. Vote: Unanimous approval.

Budget Committee Vacancy

Kevin Ince, Finance Director

Mr. Ince said a vacancy was created when Commissioner Wenholz became Commissioner. He asked the Board's preferred process to fill the vacancy. Brief discussion.

Commissioner Wenholz moved to proceed with the posting to fill the vacancy on the Budget Committee. Chair Sykes seconded. Vote: Unanimous approval.

Determine Appointment Process for Vacant County Commissioner Position 1

After a lengthy discussion, which included input from Ms. Grogan, Clerk, Bobbi Childers and County Counsel, Justin Nelson, the Board opted to: accept submissions to the Clerk's Office through January 31st; submissions to consist of Candidate Filing Form SEL 101 and, preferably, a letter of interest; advertise and also publish as a public notice in area newspapers; and the Board would interview candidates to narrow the field, depending on the number of submissions received.

Commissioner Wenholz moved to authorize the Clerk and Human Resources Director and the Interim Administrator to follow through with advertising and promotion of the open position, as mentioned above. Chair Sykes seconded. Vote: Unanimous approval.

Community Counseling Solutions Quarterly Report

Kimberly Lindsay, Executive Director

Ms. Lindsay decided to delay some of the topics in her update to a later date to instead focus on the Oregon Revised Statutes that pertain to the County's role as the mental health authority. She also talked about how funding is passed through to CCS, and offered a brief overview of the Medicaid contract.

Miscellaneous

The Board heard from Irma Solis, Acting Trial Court Administrator for the Sixth Judicial District. Ms. Solis encouraged the Commissioners to contact her if they had questions pertaining to the District Court system in Morrow County.

Review Commissioner Vehicle Use Policy

Greg Sweek, Interim County Administrator

Mr. Sweek reviewed current policy that allows Commissioners to take vehicles to their residences, and reviewed the timeline for that change.

Commissioner Wenholtz stated he wanted the policy to revert back to Commissioners following the same policy as all employees – that the vehicle must be parked at a County facility or on County property. As Chair Sykes agreed, the Board directed staff to return next week with the appropriate documents to make the change.

Department Reports

- Mr. Sweek provided the Administrator's Report
- Judge Glen Diehl provided the Justice Court Quarterly Report
- Linda Skendzel provided the Veterans Office Quarterly Report
- The Planning Department Monthly Report was provided by Tamra Mabbott, Planning Director
- The Treasurer's Monthly Report was provided by Jaylene Papineau
- Mr. Ince provided the Accounts Payable Report

Correspondence

- Letter from the Planning Department to Business Oregon in support of the Port of Morrow's grant application for Kinzua Mill Site Floodplain Mitigation
- Letter from Business Oregon notifying the County it was awarded "\$207,000 from the Emerging Opportunity Pilot Fund in the form of a grant for installing power and fiber infrastructure at the Lexington Airport to enable current and future private investment."
- Employment letter/contract between Morrow County and Greg Sweek for the position of Interim Administrator

Commissioner Reports

Reports of activity were provided by both Commissioners.

Signing of Documents

Adjourned: 12:10 p.m.



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: Mike Gorman
Department: Assessment & Tax
Short Title of Agenda Item:
(No acronyms please)

Date submitted to reviewers:
Requested Agenda Date: 1/25/2023

Property Tax Refund for Meenderinck Land Co.

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:

Mike Gorman 1/18/2023 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.
Human Resources *If appropriate
*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

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

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

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

Property tax refund for Meenderinck Land Co., due to them overpaying on an account.

2. FISCAL IMPACT:

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

Sign refund.

Attach additional background documentation as needed.

**APPLICATION FOR REFUND
MORROW COUNTY, OREGON**

**No. 23-3
Tax Year 2022-23
Acct. # 2005**

Property Owner & Refund to:

MEENDERINCK LAND COMPANY LLC
PO BOX 1011
HERMISTON, OR 97838-3011

Tax Payer:

MEENDERINCK LAND COMPANY LLC
PO BOX 1011
HERMISTON, OR 97838-3011

Receipt # 275207 & 275666

Date paid 11/17/2022 & 1/3/2023

Int. date

Original Tax	Tax Credit	Disc/Int. Pd	Actual Paid	Revised Tax	Rev Dis/Int	Net Revised	Tax Diff.	Int/Dis Diff	Tax Refund	Ref. Int.	Total Refund
47,784.72	52,267.17	0.00	52,267.17	47,784.72	0.00	47,784.72	0.00	0.00	4,482.45		4,482.45


Reason: OVERPAYMENT OF PROPERTY TAXES

Approved: _____

2022

Commissioner

699-699-5-70-7075



Michael Gorman, Tax Collector

Commissioner

Date 1-18-23

Commissioner



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: Tamra Mabbott
Department: Planning
Short Title of Agenda Item: Letter of support for application to Oregon Department of Transportation Oregon Community Paths
(No acronyms please)

Date submitted to reviewers: January 19, 2023
Requested Agenda Date: January 25, 2023

Program for a grant application to fund planning and design for two sections of the Heritage Trail.

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 minutes
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 January 19, 2023 Department Director Required for all BOC meetings
County Administrator 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

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

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

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

See agenda cover and materials from Board meeting on January 18, 2023 where Board voted to approve the grant application and support the local grant match.

2. FISCAL IMPACT:

approximately \$40,000 grant match

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

Approve attached letter.

Attach additional background documentation as needed.



BOARD OF COMMISSIONERS

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

David Sykes, Chair
Jeff Wenholz, Commissioner
Commissioner Position 1 – Vacant

January 25, 2023

Alan Thompson
PATHS Program Manager
355 Capitol Street N.E., MS 11
Salem, OR 97301-3871

RE: Morrow County's Grant Application to the Oregon Community Paths Program

Dear Mr. Thompson and Selection Committee Members,

This letter is in support of Morrow County's grant application to the Oregon Department of Transportation's Community Paths Program (OCP). If funded, the County's project will include planning, public involvement and a 30% engineering design for two specific trail sections for a bicycle-pedestrian pathway between Irrigon and Boardman. Specifically, the two trail sections to be studied include a section connecting Irrigon to the U.S. Fish & Wildlife Refuge and a section connecting Boardman to the west end of the Refuge.

This application is one part of the County's overarching goal to reinvigorate efforts to rehabilitate and improve the Columbia River Heritage Trail. The trail generally runs across the northern portion of the County along the Columbia River from the Umatilla County to Gilliam County lines.

The OCP grant will directly support efforts to increase non-motorized commuting between the two largest communities in Morrow County, Irrigon and Boardman. The Port of Morrow is located within, and adjacent to, the City of Boardman and includes the largest centralized area for employment in the region.

Sincerely,

David Sykes
Chair

Jeff Wenholz
Commissioner

Vacant
Commissioner
Position 1



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: Robin Canaday
Department: Public Health
Short Title of Agenda Item:
(No acronyms please) update on Nitrate Emergency

Date submitted to reviewers: 01/21/2023
Requested Agenda Date: 1/25/2023

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 minutes
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:
Robin Canaday 1/22/2023 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
*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

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

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

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

As of last week, Public Health is taking over the post Nitrate emergency response in collaboration with the following:

Oregon Health Authority, is planning more strategic testing of wells, and filtration systems, doing research and gathering data. They are coming up with a voucher system for well owners and also taking over the cost of testing and system installation.

Department of Human Services, who assures me that the funding for water deliveries for those who qualify will continue into June, 2023

Morrow County Planning Department, who is helping with research and long term planning, also assisting in the application process for the 1.7 million in Congressional Spending

Oregon Rural Action, community Based Organization; assisting with outreach and education, community support Umatilla County Public Health, as a partner in the LUBGWMA and the effort to make sure citizens have clean drinking water.

I am working to fill the Outreach and education position for Morrow County which is Funded by OHA

2. FISCAL IMPACT:

No fiscal impact to Morrow County at this time, will update you as needed

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

Continued support in our efforts to make sure the health of individuals effected by elevated Nitrates remains a priority

Attach additional background documentation as needed.

No documents submitted for
this agenda item.

No documents submitted for
this agenda item.

No documents submitted for
this agenda item.

ROAD REPORT JANUARY 2023

BLADING OPERATIONS: Following are the roads blade operators made improvements to this month.

Zone 1 –Homestead

Zone 2 – Piper Canyon

Zone 3 – Morter Ln, Kincaid, Tews

Zone 4 –Hardman Ridge, Hale Ridge, Redding

Zone 5 –

ROAD EMERGENCYS: The crew had several road emergency's this month that consist of: Lots of water running across Halversen Ln due to lots of water running in canyons, they had multiple trees down in road ways blocking a lane if not both lanes of traffic, wash outs on Kincade and McElligott Ln, Broken bridge plank on Dry Fork bridge, lots of mud on Depot Ln. Sink Hole on Clarks Cyn.

SNOW DAY: The crew had some snow and ice days throughout the month of January.

SIGN REPAIR: The crew continue making repairs to signs around the county when time allows.

SHOULDER WORK: Crew members went out on lone-Gooseberry and built up the shoulders at the top of the grade. The shoulder had slim to none from the top at Halversen Ln to Moter Ln. They added rock and hoe packed to get some compaction to the shoulder and to get some width to it.

CATTLE GUARD: Crew had to go and fix the cattle guard down in Cecil on Fairview that had a broken rail, they had to weld it back to the frame.

PERMITS: Following are approved permits to work in the county right-of-way during January.

OTP	793	Little Butter Creek Road	Columbia Basin Electric Co-Op	Utility	120/240v Overhead line	12/28/2022	01/04/2023
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Account Totals by Fiscal Year

Account Description	Account Number	July 2021*	August 2021	September 2021	October 2021	November 2021	December 2021	2021 - 2022 Fiscal Year
		January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	
Microfiche Fees	101.105.3.40.4180	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Recording Fees	101.105.3.40.4181	\$5,775.00	\$7,135.00	\$6,875.00	\$7,930.00	\$6,375.00	\$4,980.00	\$71,145.00
Certification Fees	101.105.3.40.4185	\$64.50	\$60.75	\$77.00	\$15.25	\$22.75	\$34.75	\$612.75
Photocopy Fees	101.105.3.40.4186	\$4,063.25	\$343.00	\$1,346.50	\$203.50	\$2,976.25	\$590.50	\$18,584.50
Miscellaneous Revenue	101.105.3.40.4187	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Location Fees	101.105.3.40.4188	\$690.00	\$813.75	\$821.25	\$956.25	\$705.00	\$645.00	\$8,055.00
Candidate Filing Fees	101.105.3.40.4191	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$350.00
Special Election Fees	101.105.3.40.4192	\$7,161.20	\$3,295.91	\$177.69	\$0.00	\$0.00	\$7.64	\$10,642.44
Tax & Assessment Fee	101.105.3.40.4193	\$137.50	\$126.00	\$102.00	\$106.50	\$105.00	\$85.00	\$1,166.50

Account Totals by Fiscal Year

Account Description	Account Number	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	2021 - 2022 Fiscal Year
		January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	
Service Fees	101.105.3.40.4195	\$455.00	\$210.00	\$55.00	\$120.00	\$245.00	\$55.00	\$2,575.00
		\$300.00	\$105.00	\$365.00	\$385.00	\$105.00	\$175.00	
overpayment	101.105.3.40.4195 b	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2021 - 2022 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Passport Pictures	101.105.3.40.4196	\$224.00	\$70.00	\$112.00	\$56.00	\$126.00	\$98.00	2021 - 2022 Fiscal Year
		\$98.00	\$70.00	\$112.00	\$210.00	\$84.00	\$70.00	
Computer Printouts	101.105.3.40.4365	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2021 - 2022 Fiscal Year
		\$0.00	\$12.50	\$0.00	\$0.00	\$0.00	\$0.00	
Death Certificates	101.105.3.40.4672	\$1,325.00	\$125.00	\$550.00	\$1,275.00	\$925.00	\$350.00	2021 - 2022 Fiscal Year
		\$250.00	\$2,125.00	\$30.00	\$150.00	\$1,125.00	\$100.00	
Road Vacation Fees	101.105.3.40.4673	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2021 - 2022 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Domestic Partnerships	101.105.3.40.DPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2021 - 2022 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Overpayments	101.105.3.60.4189	\$0.00	\$10.00	\$10.00	\$21.00	\$5.00	\$84.00	2021 - 2022 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	
Surveyor Plat Check	101.118.3.40.4014	\$0.00	\$400.00	\$400.00	\$600.00	\$200.00	\$400.00	2021 - 2022 Fiscal Year
		\$200.00	\$400.00	\$200.00	\$200.00	\$1,000.00	\$200.00	

Account Totals by Fiscal Year

Account Description	Account Number	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	2021 - 2022 Fiscal Year
Surveyor Subdivision	101.118.3.40.4187	\$0.00	\$0.00	\$0.00	\$0.00	\$1,230.00	\$0.00	
		\$640.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Surveyor Vacation	101.118.3.40.4194	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2021 - 2022 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Preservation Account	208.118.3.40.4323	\$1,653.00	\$1,767.00	\$1,615.00	\$1,919.00	\$1,643.50	\$1,415.50	2021 - 2022 Fiscal Year
		\$1,358.50	\$1,244.50	\$1,453.50	\$1,263.50	\$1,833.50	\$1,434.50	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Records Fees	233.105.3.40.4181	\$224.50	\$219.00	\$187.00	\$207.50	\$191.50	\$159.50	2021 - 2022 Fiscal Year
		\$150.50	\$137.00	\$159.00	\$139.50	\$208.00	\$162.50	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Clerk's Fees	681.681.3.10.1003	\$2,475.00	\$2,268.00	\$1,836.00	\$1,917.00	\$1,890.00	\$1,530.00	2021 - 2022 Fiscal Year
		\$1,422.00	\$1,287.00	\$1,485.00	\$1,314.00	\$2,007.00	\$1,566.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
State Housing Fees	685.685.3.40.4197	\$10,740.00	\$11,820.00	\$10,680.00	\$12,720.00	\$10,860.00	\$9,360.00	2021 - 2022 Fiscal Year
		\$9,000.00	\$8,280.00	\$9,420.00	\$8,280.00	\$12,300.00	\$9,540.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Total: \$303,035.19

22-23

Morrow County Clerk Cashier Management System Account Totals by Fiscal Year

Account Description	Account Number	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	2022 - 2023 Fiscal Year
Plat Fees	101.103.3.40.4156	\$480.00	\$640.00	\$160.00	\$160.00	\$480.00	\$320.00	\$2,240.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Marriage Licenses	101.105.3.40.4021	\$125.00	\$200.00	\$50.00	\$150.00	\$0.00	\$100.00	\$650.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Domestic Partnerships	101.105.3.40.4021D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Marriages Performed	101.105.3.40.4022	\$234.00	\$0.00	\$117.00	\$234.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year \$585.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
OLIS State Mapping Fee	101.105.3.40.4023	\$216.00	\$160.00	\$140.00	\$149.00	\$129.00	\$153.00	2022 - 2023 Fiscal Year \$1,031.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$84.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Domestic Violence	101.105.3.40.4024	\$125.00	\$200.00	\$50.00	\$150.00	\$0.00	\$100.00	2022 - 2023 Fiscal Year \$650.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Domestic Violence (Domestic Partnership)	101.105.3.40.4024D	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Attorney General Fee	101.105.3.40.4025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Account Totals by Fiscal Year

Account Description	Account Number	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	2022 - 2023 Fiscal Year \$1,045.00
Service Fees	101.105.3.40.4195	\$140.00	\$100.00	\$140.00	\$35.00	\$105.00	\$175.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
overpayment	101.105.3.40.4195 b	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Passport Pictures	101.105.3.40.4196	\$70.00	\$56.00	\$70.00	\$28.00	\$56.00	\$168.00	2022 - 2023 Fiscal Year \$574.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$126.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Computer Printouts	101.105.3.40.4365	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Death Certificates	101.105.3.40.4672	\$1,500.00	\$1,000.00	\$1,050.00	\$1,000.00	\$550.00	\$350.00	2022 - 2023 Fiscal Year \$6,250.00 ✕
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Road Vacation Fees	101.105.3.40.4673	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Domestic Partnerships	101.105.3.40.DPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Overpayments	101.105.3.60.4189	\$15.00	\$31.00	\$0.03	\$0.00	\$10.00	\$0.00	2022 - 2023 Fiscal Year \$86.03
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Surveyor Plat Check	101.118.3.40.4014	\$400.00	\$600.00	\$0.00	\$200.00	\$200.00	\$200.00	2022 - 2023 Fiscal Year \$1,600.00
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Account Totals by Fiscal Year

Account Description	Account Number	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022	2022 - 2023 Fiscal Year
Surveyor Subdivision	101.118.3.40.4187	\$1,310.00	\$320.00	\$360.00	\$0.00	\$720.00	\$310.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
Surveyor Vacation	101.118.3.40.4194	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2022 - 2023 Fiscal Year
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
Preservation Account	208.118.3.40.4323	\$1,054.50	\$1,254.00	\$1,140.00	\$1,301.50	\$1,111.50	\$1,358.50	2022 - 2023 Fiscal Year
		\$722.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
Records Fees	233.105.3.40.4181	\$163.50	\$146.00	\$130.00	\$143.00	\$123.00	\$148.00	2022 - 2023 Fiscal Year
		\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
Clerk's Fees	681.681.3.10.1003	\$1,944.00	\$1,440.00	\$1,260.00	\$1,341.00	\$1,161.00	\$1,377.00	2022 - 2023 Fiscal Year
		\$756.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	
State Housing Fees	685.685.3.40.4197	\$7,260.00	\$8,400.00	\$7,680.00	\$8,580.00	\$7,440.00	\$8,700.00	2022 - 2023 Fiscal Year
		\$4,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	

Total: \$129,429.93

ELECTION DAY REPORT

SEL 237

rev 10/18

OAR 165-020-0050, ORS 254.046, ORS 255.305



DUE

Primary Election July 15th
General Election December 31st
Special Election 45th day after any other election

Morrow

COUNTY

05/17/2022

ELECTION DATE

1	Number of Districts holding elections	4
2	Number of Precincts involved in election	5
3	Number of election personnel used for the election	7
4	Total eligible voters	7074
5	Total ballots cast (received)	2772
6	Voter turnout (Divide line 5 by line 4)	39.1
7	Cost of the Election (from SEL 952)	
a	Printing	\$ 5,562.27
b	Personnel	\$ 2913.38
c	Supplies	\$ 165.08
d	Ballot Dropsites	\$
e	Mileage	\$ 356.43
f	Computer Services	\$ 1575.90
g	Postage	\$ 1648.74
h	Miscellaneous	\$
i	Amortization	\$
8	Voters' Pamphlet Expenses (from SEL 955)	\$
9	Subtotal (7a through 7i and 8)	\$ 12221.80
10	Less any revenue:	\$
11	TOTAL COST:	\$ 12,221.80
12	Election cost per Eligible Voter (Divide line 11 by line 4)	\$ 1.73
13	Election Cost per Ballot Cast (Divide line 11 by line 5)	\$ 4.41

Signed _____

County Elections Official

Date _____

ELECTION DAY REPORT

SEL 237

rev 10/18
OAR 165-020-0050, ORS 254.046, ORS 255.305



DUE

Primary Election July 15th
General Election December 31st
Special Election 45th day after any other election

Morrow

COUNTY

11/08/2022

ELECTION DATE

1	Number of Districts holding elections	9
2	Number of Precincts involved in election	5
3	Number of election personnel used for the election	7
4	Total eligible voters	7010
5	Total ballots cast (received)	4129
6	Voter turnout (Divide line 5 by line 4)	58.9
7	Cost of the Election (from SEL 952)	
a	Printing	\$ 5292.51
b	Personnel	\$ 2202.77
c	Supplies	\$ 175.71
d	Ballot Dropsites	\$
e	Mileage	\$ 153.67
f	Computer Services	\$ 1460.00
g	Postage	\$ 1876.71
h	Miscellaneous	\$ 126.50
i	Amortization	\$
8	Voters' Pamphlet Expenses (from SEL 955)	\$
9	Subtotal (7a through 7i and 8)	\$ 11,287.87
10	Less any revenue:	\$
11	TOTAL COST:	\$ 11,287.87
12	Election cost per Eligible Voter (Divide line 11 by line 4)	\$ 1.61
13	Election Cost per Ballot Cast (Divide line 11 by line 5)	\$ 2.73

Signed

County Elections Official

12/28/2022

Date

ELECTION DAY REPORT

SEL 237

rev 10/18

OAR 165-020-0050, ORS 254.046, ORS 255.305



DUE

Primary Election July 15th
General Election December 31st
Special Election 45th day after any other election

Morrow

COUNTY

11/29/2022

ELECTION DATE

1	Number of Districts holding elections	1
2	Number of Precincts involved in election	5
3	Number of election personnel used for the election	7
4	Total eligible voters	6998
5	Total ballots cast (received)	2558
6	Voter turnout (Divide line 5 by line 4)	36.55
7	Cost of the Election (from SEL 952)	
a	Printing	\$ 4721.97
b	Personnel	\$ 1847.15
c	Supplies	\$ 113.30
d	Ballot Dropsites	\$
e	Mileage	\$ 134.07
f	Computer Services	\$ 568.25
g	Postage	\$ 1230.35
h	Miscellaneous	\$ 800.00
i	Amortization	\$
8	Voters' Pamphlet Expenses (from SEL 955)	\$
9	Subtotal (7a through 7i and 8)	\$ 9415.09
10	Less any revenue:	\$
11	TOTAL COST:	\$ 9415.09
12	Election cost per Eligible Voter (Divide line 11 by line 4)	\$ 1.35
13	Election Cost per Ballot Cast (Divide line 11 by line 5)	\$ 3.68

Signed

County Elections Official

01/13/2023

Date

County: MORROW
 User Name : Childers, Bobbi Ann

Residential Household Summary Report (Legal Size)

Date : 1/25/2023 8:2
 Report No. : DP-013

Precinct : All Status : Active

	TOTAL	TOTAL	DEM	REP	NAV	OTH	CON	IND	LBT	PGP	PRO	WFP
01 BOARDMAN	2177	1508	305	311	779	10	5	73	17	0	1	7
02 IRRIGON	2555											
03 LEXINGTON	448	1727	261	516	792	23	6	96	16	2	0	15
04 IONE	473	290	40	147	72	1	1	21	7	0	0	1
05 HEPPNER/HARDMAN	1374											
Grand Total	7027	324	53	153	92	1	0	20	3	0	2	0
		997	179	451	272	8	1	72	12	1	0	1
		0	0	0	0	0	0	0	0	0	0	0
nd Total		4846	838	1578	2007	43	13	282	55	3	3	24



HUMAN RESOURCES

P.O. Box 593
Heppner, Oregon 97836-0412
(541) 676-5620

Lindsay Grogan
Director
lgrogan@co.morrow.or.us

TO: Board of Commissioners
SUBJECT: Human Resource Quarterly Report
DATE: Oct 26, 2022 – Jan 25, 2023

MEMORANDUM

Recruitment

Active positions

Interim County Administrator	Public Health Equity Coordinator
Fair Secretary	Road Foreman
Communications Deputy	Senior Maintenance Specialist
Patrol Deputy	County Surveyor
Clinic Nurse Coordinator	The Loop Demand Response Driver
Maternal/Child Home Visitation Nurse	Veterans Office Assistant

Recent Hires

The Road department hired Kael Osmin as a Senior Maintenance Specialist in October.

Human Resources hired Jennifer Jenck in the beginning of December. She is part of the succession plan for the Payroll and Benefits Administrator position and will be training alongside Ronda Fox for the next several months.

Benjamin Tucker started the first of January as the Transit Manager for the Loop.

Deputy Brandon Royal started with the Sheriff's Office in January as well. He will be attending the academy in the next several months.

Recruitment in the Human Resource office has been increasingly busy over the years. During 2019 there were 9 positions filled. 2020 there were 24 job offers made. In 2021 there were 38 offers made. For the year of 2022, there were 47 offers of employment made.

Other

W2s were completed by the Payroll and Benefits Administrator and were sent out in mid-January to all employees.

The Oregon Paid Leave program has started to deduct from paychecks. As of January 2023,

employers were required to start deducting contributions from employee paychecks in addition to making an employer contribution. Employers pay 0.4% of employee's gross wages, and employees pay 0.6% of their gross wages. For perspective, if an employee makes \$60,000 a year – the County contributes \$240 a year, and the employee contributes \$360 a year to the required state plan. In September 2023, employees can start applying for benefits through the state.

We have started on the preliminary stages of Wage Market Study, Salary Structure Update, and Pay Equity Analysis. There is a tentative date of January 30 - February 1 for the JB Rewards consultant to visit in person. The project is set to be completed in March to ensure it is done in time for budget hearings.

The classification review for FTE asks and reclassifications for FY 2023-2024 will be in front of the Board on February 8th. There are more than ten requests this year.

Compensation Board has been scheduled for February 21, 2023. This meeting will be held in Irrigon this year. The Board has one new member, Christine Gray, the HR Director at CCS.

The Wellness Committee, which is a sub committee to the Safety Committee, has started planning a year long wellness incentive program which is set to start in March. This will include various monthly challenges in hopes of shifting employee's focus to their personal health to promote healthier and happier employees.

The current Teamster's collective bargaining agreement is set to expire in June of this year. Negotiations are set to start shortly and will progress throughout the spring.

As always, please feel free to ask me for any updates as needed.

Sincerely,

Lindsay Gray

Morrow County Surveyor **2022 Q4 - Quarterly Report**

To: Morrow County Board of Commissioners

From: Matt Kenny, Morrow County Surveyor

Date: Wednesday, January 25, 2023

Re: 4th Quarter 2022 - County Surveyor

OVERVIEW OF RESPONSIBILITIES

See Oregon Revised Statutes, Chapter 209 for legislation on County Surveyors in Oregon. This legislation governs the responsibilities of this office. The primary duties of the Surveyor are outlined in **209.070 Duties**, as follows:

- (1) Keep a fair and correct record of all surveys made by the county surveyor and deputies thereof and by the county road official, all surveys received pursuant to ORS 209.250 and all surveys under ORS 368.106 or 368.206.*
- (2) Number progressively all surveys received and state by whom and, if provided, for whom made.*
- (3) Provide a copy of any survey to any person or court requiring the same, on payment of the fee allowed by law.*
- (4) Make all surveys of legal subdivisions with reference to the current United States Manual of Surveying Instructions.*
- (5) Establish or reestablish and maintain all public land survey corners, where evidence of the corners can be found and the corners can be positively located, and keep a separate record of the corners, giving the dates and names of persons present. When so established or reestablished such corner monuments shall be recognized as the legal and permanent corners.*
- (6) Establish or reestablish, upon order of the county court or board of county commissioners, all public land survey corners where all physical evidence is destroyed or cannot be found but where the official government notes are available, the corners to be reestablished in the manner provided in ORS 209.130 for establishing corners, and keep a separate record of the same, giving the date and names of persons present, and turn such record over to the surveyor's successor. When so established or reestablished such corner monuments shall be recognized as the legal and permanent corners.*
- (7) At the expiration of the term of office transfer all records to the successor. [Amended by 1979 c.653 §4; 1981 c.153 §56; 1985 c.582 §7; 1989 c.394 §7; 1997 c.489 §9]*

SURVEY RECORDINGS

The final quarter of 2022 produced 16 survey maps for recording. The yearly total for survey recordings was 45, consisting of 8 subdivisions/replats, 19 Partition Plats, and 18 standard survey filings.

HOUSING OF SURVEY RECORDS

Survey records continue to be held in the storage container behind the main office of the Public Works Department in Lexington. Moving of the survey records to the new Irrigon facility has been planned and incorporated into the building space design; a storage room located in within the Planning Department. This will be of great benefit to the preservation of these documents given the current storage container is not temperature controlled or fireproof. I plan to work on getting documents moved as time and resources allow.

PUBLIC LAND CORNER FUND

Oregon Revised Statute reference:

203.148 Public Land Corner Preservation Fund; fees for recording. (1) *The county governing body may establish by ordinance a fund to be known as the Public Land Corner Preservation Fund. Moneys in the Public Land Corner Preservation Fund shall be used only to pay expenses incurred and authorized by the county surveyor in the establishment, reestablishment and maintenance of corners of government surveys under ORS 209.070 (5) and (6).*

(2) *After providing public notice of its intended action and holding a public hearing at which the residents of the county may appear and be heard on the issue of establishing or changing the fee, the county governing body may establish by resolution or order a fee not to exceed \$10 for recording all instruments under ORS 205.130 (2) in addition to any other fee charged by the county clerk. All moneys collected under this subsection shall be deposited with the county treasurer at least once a month to be credited to the Public Land Corner Preservation Fund. [1985 c.582 §5; 1987 c.469 §1; 1991 c.621 §1]*

Known as Fund 208, Surveyor Preservation in Morrow County Budget documents. In summary, this fund shall be used only to pay expenses incurred and authorized by the County Surveyor in the establishment, reestablishment, and maintenance of corners of government surveys.

The possibility of contracting a large-scale survey to address government corners is currently being considered. The Cities of Morrow County benefit most as the primary areas of regular survey activity. Heppner and Lone already have well documented government corners as part of previous remonumentation efforts. Next up for consideration would be the Irrigon and Boardman areas.

Contracting these surveys is a method commonly used by Umatilla County in their corner preservation program, which has been successful. We will continue to research what options are best for Morrow County.

Respectfully,

Matt Kenny

County Surveyor



Public Health Department

P.O. Box 799 • Heppner OR 97836
(541) 676

Robin Canaday
Public Health Director
rcanaday@co.morrow.or.us

TO: Board of Commissioners
FROM: Robin Canaday, Public Health Director
DATE: Jan 25, 2023
RE: Morrow County Public Health Department Quarterly Update

Below are the highlights for this past quarter:

General Updates

We received our new vaccine refrigerator and it is plugged in and holding temperature.

Exclusion day for schools is coming up in February, so we have been collaborating with schools and will be going to each school to make every attempt to get students up to date on vaccines prior to that date.

We have 4 staff that are starting the classes this month to become certified Spanish translators.

Nitrate emergency update: working with Emergency management, Umatilla County Public Health and folks at state level to hand off well testing, and develop voucher system for testing and filtration systems. Working with Planning and state to develop long term solutions to make sure Morrow County citizens have clean drinking water.

We obtained the certifications required to begin Family Planning Services again. First Day with Nurse Practitioner Amanda Roy is scheduled for 1/24. Having some difficulties when ordering supplies as they are back ordered, looking into borrowing from partners.

Flu vaccine statistics: (as of 1/10/23)

Type of vaccine	# of doses given countywide
Local (our purchased supply)	323
VFC (Vaccine for Children) state program	48
High Dose (for older population)	158

Public Health Clinic Schedule

- Mondays/Tuesdays: Boardman, 8:00am-12:00pm & 1:00pm-5:00pm
- Wednesdays: Ione, 10:30am-3:30pm

- Wednesdays: Heppner, 8:00am-12:00pm & 1:00pm-5:00p

COVID-19 – we have primary series and booster doses available for all eligible age groups. We are still tracking positive cases as they get reported to us, however not with the intensity that it was at the height of the Pandemic. We are working with Community based organizations to reach different populations within the county such as Hispanic population and elderly. We have home test kits also available. As well as thermometers

Staffing

We continue to have 2 open positions for Nurses. We have 2 part time/Temporary Nurses that have been filling gaps which has been very helpful. We have created a new position to fulfill requirements of PE 75 (Lower Umatilla Basin Groundwater Management Area Services) No applicants as of yet.

Current Vacancies:

- Maternal/Child Home visiting Nurse
- Clinic Nurse Coordinator
- Public Health Equity Coordinator

Electronic Health Record: we have been getting a better handle on our system and continue to implement upgrades