

MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA
Wednesday, August 23, 2017 at 9:00 AM
Bartholomew Building Upper Conference Room
110 N. Court St., Heppner, OR

- 1. Call to Order and Pledge of Allegiance - 9:00 AM**
- 2. City and Citizen Comments** – This is the time provided for individuals wishing to address the Board regarding issues that are not already on the agenda.
- 3. Open Agenda** – This is the time for the Board to introduce subjects that are not already on the agenda.
- 4. Consent Calendar**
 - a. Approve Claims: Accounts Payable dated August 24th; Payroll Payables Immediates & Electronic, Employee Final dated August 10th
 - b. Order OR-2017-7: Amended Bylaws of the Local Public Safety Coordinating Council
 - c. Corrections to the July 12th Minutes
 - d. USDA Animal & Plant Health Inspection Service, Wildlife Services, Work & Financial Plan
- 5. Business Items**
 - a. Update from Oregon State University Extension Agronomist (Larry Lutchter, OSU Extension)
 - b. Update on a Foreclosure Property with a Senior Deferral Lien (Mike Gorman, Assessor/Tax Collector)
 - c. Finance Department Staffing Needs Resulting from County Accountant Functions (Jerry Sorte, Administrative Officer)
 - d. Supplemental Budget Resolution R-2017-23, Veteran’s Budget (Kate Knop, Finance Director)
 - e. Boardman to Hemingway Draft Comment Letter on Idaho Power Company’s Amended Preliminary Application for Site Certificate (Carla McLane, Planning Director)
 - f. Janitorial Contract Discussion (Sandi Pointer, Public Works Management Assistant)
 - g. Public Works Purchase Pre-Authorization Request for an Equipment and Sand Storage Building (Burke O’Brien, Public Works Director; Matt Scrivner, Assistant Road Master)
 - h. Oregon Liquor Control Commission Liquor License Renewals - Love’s Travel Stops and Willow Run Golf Course (Melissa Ross, Administrative Lieutenant)
- 6. Department Reports**
 - a. Sheriff’s Office Monthly Report (Melissa Ross, Administrative Lieutenant)
 - b. Road Department Monthly Report (Matt Scrivner, Assistant Road Master)
- 7. Executive Session:** Pursuant to ORS 192.660(2)(g) – To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations; and Pursuant to ORS 192.660(2)(f) - To consider information or records that are exempt by law from public inspection.
- 8. Adjournment**
- 9. 11:00 a.m.: Farewell Reception for Jerry Sorte**

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 Jerry Sorte, Administrative Officer at (541) 676-2529.



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
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Item #
46

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Justin Nelson
5627

Phone Number (Ext):

Department: County Counsel

Requested Agenda Date: 8-23-2017

Person Attending BOC Meeting (Required): Justin Nelson

Short Title of Agenda Item: Order No.: OR-2017-7: Approval of LPSCC Bylaws

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

- Order or Resolution (checked)
Ordinance/Public Hearing:
1st Reading
2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other:

N/A

For Contracts and Agreements Only

Contractor/Entity:

Contractor/Entity Address:

Effective Dates - From:

Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000? Yes No

If Yes, Attach Purchase Pre-Authorization Request if Applicable

Reviewed By:

Department Head Required for all BOC meetings
Admin. Officer/BOC Office Required for all BOC meetings
Justin Nelson- 8-21-2017 County Counsel Required for all legal documents
Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
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1. TITLE OF AGENDA ITEM: Order OR-2017-7 LPSCC Bylaws
2. ISSUES, BACKGROUND, AND DISCUSSION: Proposed bylaws reviewed by BoC at prior meeting, requested Order approving the bylaws. LPSCC is convened by the BoC, and approval of any Bylaw changes requires final approval by the BoC.
3. OPTIONS: Approve or Deny proposed LPSCC Bylaw changes.
4. FISCAL IMPACT: None
5. STAFF RECOMMENDATIONS: Request approval of bylaws. LPSCC members approved the changes on May 23, 2017.
6. SUGGESTED ACTION(S) / MOTION(S):
 - Motion to approve Order No. OR-2017-7

 - Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

**BY LAWS OF THE MORROW COUNTY
LOCAL PUBLIC SAFETY COORDINATING COUNCIL
Amended **May 23, 2017****

I. FORMATION

The Morrow County Local Public Safety Coordinating Council (Council) is formed pursuant to Oregon Revised Statutes 423.560 and 423.565. Effective January 10, 2011, Morrow County separated its community corrections program from the services provided by Umatilla County and formed its own local community corrections program as provided in statute.

II. PURPOSE

- A. Consistent with statute (ORS 423.560(3)(a), ORS 423.565(1)) the Council shall develop a comprehensive prevention and corrections plan to serve juveniles and adults in Morrow County using both state and county resources. Upon development of the plan, the Council shall recommend the adoption of the plan by the Morrow County Board of Commissioners.
- B. Consistent with statute (ORS 423.560(3)(b), ORS 423.565(2)) the Council shall coordinate local criminal justice policy among affected criminal entities and juvenile justice policy among justice entities serving the adults and juveniles of Morrow County.
- C. Consistent with statute (ORS 423.565(3)) the Council shall work to develop and recommend to the Morrow County Board of Commissioners a plan designed to prevent criminal involvement by youth. The plan will provide for coordination of community-wide services involving treatment, education, employment and intervention strategies for crime prevention.

III. MEMBERSHIP

- A. The Council shall include but not be limited to the following as provided in statute (ORS 423.560(1)):
 - (a) A police chief selected by the police chiefs in the county; (1)
 - (b) The sheriff of the county; (1)
 - (c) The district attorney of the county; (1)
 - (d) A state court judge, and a public defender or defense attorney, both appointed by the presiding judge of the judicial district in which the county is located; (2)
 - (e) A director of community corrections, a county commissioner, a juvenile department director, a health director, a mental health director and at least one lay citizen, all appointed by the Morrow County Board of Commissioners; (6)

- (f) A city councilor or mayor and a city manager or other city representative, both selected by the cities in the county; (2)
 - (g) A representative of the Oregon State Police, who is a nonvoting member of the council, selected by the Superintendent of State Police; and (1)
 - (h) A representative of the Oregon Youth Authority, who is a nonvoting member of the council, selected by the Director of the Oregon Youth Authority. (1)
- B. In addition, the Superintendents of the Morrow County School District and Ione Schools are appointed by the Morrow County Board of Commissioners to the Council. (2)
- C. Any other member of the public who is a resident of Morrow County or who provides justice services to the adult or juvenile residents of the County (ie., Domestic Violence Services, Inc.) may be a member of the Council with the approval of a majority of the voting members of the Council.
- D. To encourage broad participation, if a member by virtue of their position is unable to participate regularly, they may assign a representative who will participate in the Council in their stead and speak for that member during the term of their membership.

IV. TERMS OF OFFICE

- A. Members occupying positions, by virtue of their position, shall serve until they no longer hold the relevant public office. These positions are the Sheriff, the District Attorney, the Juvenile Director, the Health Director, the Mental Health Director, and the County's School Superintendents.
- B. Members appointed to the Council by the Morrow County Board of Commissioners, by the cities in the county or by the presiding judge of the Circuit Court shall serve at the pleasure of their appointing authorities or until they no longer hold the public office described, whichever occurs first. However, the appointing authority shall conduct at least a biennial review of the appointment.
- C. Persons whose membership is approved under Section 3(C) above shall serve for a period of two years, after which the Council shall review, and may approve, their continued participation not less than every two years.

V. OFFICERS

- A. All officers of the Council shall also be members of the Council. The officers shall be a Chair and a Vice-Chair. The Vice-Chair shall also serve as Chair-Elect. The officers shall be elected for a term of two (2) years, beginning the first of July each even numbered year. The chair shall:
 - (a) preside at meetings;
 - (b) subject to Article IX, form subcommittees and task forces, appoint members to serve on the committees; and
 - (c) perform all other duties as necessary or incidental to the office.

- B. The Vice-Chair shall perform the Chair's duties if the Chair is absent or otherwise unable to act. Upon completion of the term of office, the Vice-Chair shall assume the Chair for the following term and a new Vice-Chair shall be elected from among the members.
- C. In the absence of the Chair and Vice-Chair, the remaining members shall elect a member to act as temporary Chair for that meeting. If the office of Chair becomes vacant in mid-term, the Vice-Chair shall assume the office of Chair for the remainder of the term. If the office of Vice-Chair becomes vacant in midterm, the remaining members shall elect a successor to complete the unexpired term.
- D. A member of the Council selected by majority vote of the Council shall act as the Secretary of the Council or a secretary may be provided by agencies represented on the Council. Minutes of the preceding meeting and proposed agenda of the next meeting will be emailed to the members during the preceding business week.

VI. REMOVAL FROM OFFICE

Council members may recommend removal of any person as a member of the Council for good cause. Removal requires a 2/3 majority vote of the full Council. Good cause may include, but is not limited to, non-attendance at scheduled meetings. The recommendation shall be forwarded to the appointing authority and the Council shall request that the appointing authority appoint a replacement within three months (ORS 423.560(6)).

VII. MEETINGS

Meetings shall be held on a schedule to be established by the membership. Special meetings may be called by the Chair or by a majority of the full membership.

The Council is subject to, and shall comply with, the requirements of Oregon's Public Meetings Law (ORS 192.610ff). Roberts Rules of Order (revised) shall govern any point of parliamentary procedure not contained in these by-laws.

VIII. QUORUM

A quorum for the transaction of official business shall consist of at least eight (8) of the participating members of the Council. The member must be present or represented by proxy at the meeting to be counted as part of the quorum. Action may be taken by the Council by an affirmative vote of a majority of the quorum (ORS 423.560(5)).

IX. VOTING RIGHTS

All Council members in attendance at meetings shall have the right to vote, with the exception of the Oregon State Police representative and the Oregon Youth Authority representative, as provided by law.

Each voting member present at a meeting for which a quorum of the membership is in attendance shall have the right to call for a vote on any official action or recommendation

of the Council. All matters requiring a vote shall be decided by majority vote of those present, with the exception of a vote for removal from office as provided for in Article VI herein and amendment of the by-laws as provided for in Article XI herein. All votes shall be recorded in the minutes of the meeting.

Voting by temporary proxy shall be allowed.

X. SUBCOMMITTEES

- A. The Council or the Chair may create subcommittees and task forces to perform such tasks as the Council or Chair may designate. Membership of the subcommittees shall be approved by the Council or Chair. In case of a dispute the Council shall have final appointing authority.
- B. If any public agency informs the Council of their intent to establish a facility pursuant to the terms of ORS 169.690 a subcommittee shall be created as described in ORS 423.565(4). The subcommittee shall consist of:
 - (a) The affected law enforcement officer described in ORS 423.560 (1)(a) or (b);
 - (b) A district attorney;
 - (c) A mental health director;
 - (d) A designee of the city council or Morrow County Board of Commissioners, whichever is affected;
 - (e) A representative of an organization that advocates on behalf of persons with mental illness; and
 - (f) A consumer (person who has received or is receiving mental health or addiction services) as defined in ORS 430.073.

XI. ADOPTION AND AMENDMENT

The by-laws shall be adopted by a majority vote of the full Council. Amendments to the by-laws may be adopted only by a majority vote of the full Council. Written notice shall be given to the full membership of the Council at least five (5) days prior to a vote as to any amendment of the by-laws.

Adopted this 23rd day of May, 2017.


Chair



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
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Item #
40

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Roberta Lutcher
Department: BOC
Person Attending BOC Meeting (Required): Roberta Lutcher
Short Title of Agenda Item: Corrections to the July 12th Minutes
Phone Number (Ext): 5303
Requested Agenda Date: August 23rd

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
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other: Request Consent Calendar Approval

For Contracts and Agreements Only
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No
If Yes, Attach Purchase Pre-Authorization Request if Applicable

Reviewed By:

Department Head Required for all BOC meetings
Admin. Officer/BOC Office Required for all BOC meetings
County Counsel Required for all legal documents
Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

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

1. TITLE OF AGENDA ITEM: Correction to July 12th Minutes
 2. ISSUES, BACKGROUND, AND DISCUSSION:
Please see the attached minutes. The highlighted areas need to be corrected (pages 2 & 3).
 3. OPTIONS:

 4. FISCAL IMPACT: N/A

 5. STAFF RECOMMENDATIONS:

 6. SUGGESTED ACTION(S) / MOTION(S):
Move to approve the Consent Calendar, including the corrections to the July 12th minutes, as outlined.
- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

Morrow County Board of Commissioners Meeting Minutes
July 12, 2017
Irrigon Branch of the Oregon Trail Library District, Community Room
Irrigon, Oregon

Present

Chair Melissa Lindsay
Commissioner Don Russell
Commissioner Jim Doherty
Jerry Sorte, Administrative Officer
Justin Nelson, County Counsel
Richard Tovey, County Counsel

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

City and Citizen Comments: No comments

Open Agenda Requests: Add July 5, 2017 Board of Commissioners Meeting Minutes

Consent Calendar

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

- 1. Accounts Payable dated July 13th; Payroll Payables Immediates & Electronic HRA dated June 5th; Payroll Payables, Immediates & Electronic dated June 20th and July 5th; and Payroll Payables Monthlies dated June 27th*
- 2. Board of Commissioners Meeting Minutes of June 21st, June 28th, and July 5th*
- 3. Appointment of Lenn Greer to the North Morrow Vector Control District Board of Trustees, term being July 12, 2017 to July 12, 2021.*

Commissioner Doherty seconded. Unanimous approval.

Business Items

Wheatridge Wind Farm Project Overview

Melissa Hochmuth, Project Director - Wind Development, NextEra Energy Resources
Ms. Hochmuth explained NextEra purchased the project from Swaggart Wind Power, LLC and is in the process of transferring the Energy Facility Siting Council (EFSC) site certificate to NextEra. She said Florida-based NextEra is the number one generator of wind and solar energy in the world, and plans to begin operating the 500 megawatt project on the first day of 2020. Ms. Hochmuth discussed the approval and construction processes that will be undertaken, and said there may be 20-25 full-time high paying jobs associated with this project. She added 80% of the project will be based in Morrow County and the rest in Umatilla County.

Commissioner Russell said local vendors and educational centers can supply materials, services and workers, and he encouraged Ms. Hochmuth to contact them. He noted Blake Lawrence, General Manager of Windwave Communications, a locally-owned fiber optic communications company, was in attendance. Commissioner Russell went on to explain the collaboration between Blue Mountain Community College and local industries, including Windwave, in the

new Workforce Training Center in Boardman. Ms. Hochmuth said NextEra prefers to use locally sourced vendors, consultants and resources, in addition to hiring locally.

Chair Lindsay said she received several phone calls from local vendors who were concerned about the transfer of ownership. Local to us is not The Dalles or Boise, it's Morrow County, she stated. It's very important Morrow County vendors be included in the bidding process. This project was initially sold as a local project and a lot of the community backed off attending the EFSC meeting, adding she hoped NextEra will continue with that commitment.

Commissioner Russell said it makes a better employee for NextEra when they hire someone who lives and is invested in the community, rather than someone who is just travelling through the area. Ms. Hochmuth agreed and offered it's a win-win for all parties when local people are hired.

The Board and Ms. Hochmuth then discussed the possibility of a Strategic Investment Program (SIP) agreement. She said NextEra hopes to obtain approval of the SIP agreements with Morrow and Umatilla Counties from Business Oregon at the next Business Oregon Commission meeting on September 29th. Discussion.

Commissioner Russell moved to appoint the NextEra SIP negotiating team as follows:

1. *Administrative Officer, Jerry Sorte*
2. *Commissioner Doherty*
3. *Assessor/Tax Collector, Mike Gorman*
4. *County Counsel as determined by that office*

Commissioner Russell seconded. Unanimous approval.

(Doherty)

Commissioner Doherty moved to designate Commissioner Russell as an alternate on the NextEra SIP negotiating team in the event one of the members is not available. Commissioner Russell seconded. Unanimous approval.

Chair Lindsay asked Mike Gorman, Assessor/Tax Collector, the pros and cons of Morrow and Umatilla Counties crafting a joint SIP agreement. He suggested each County negotiate separately. He also offered to compile a packet for the SIP team members consisting of previous SIP agreements from Morrow County and other counties.

incorrect → Order No. ORD-2017-16 – Appointment of District Medical Examiner

Richard Tovey, County Counsel

Mr. Tovey explained this is an opportunity to have a local resource for this function in Dr. Dan Hambleton with the Morrow County Health District. The Medical Examiner would sign death certificates but not perform autopsies, and Dr. Hambleton is not requesting any compensation, said Mr. Tovey.

correct ↓

Commissioner Russell moved to approve **Order No. OR-2017-6** – *In the Matter of Notice of Approval of Appointment of District Medical Examiner for Morrow County - Dan Hambleton, M.D. Commissioner Doherty seconded. Unanimous approval.*

Circuit Court Facilities Memorandum of Understanding (MOU)

Judge Ann Spicer

Judge Spicer said no action is requested at this point as the various parties are trying to schedule a meeting, but she hoped it would take place in the next 60 days.

Solar Eclipse Planning Discussion

Jerry Sorte, Administrative Officer

Mr. Sorte outlined the preparations that are taking place by Parks Department staff in order to handle the influx of visitors anticipated at County Parks in the days surrounding the August 21st eclipse. He said one idea put forward is to provide a shuttle service from the Morrow County Fairgrounds to the OHV Park. A preliminary cost estimate for a Mid Columbia Bus Company bus and driver for seven hours is \$420, he said. Discussion.

Commissioner Doherty moved to direct staff to procure one bus to shuttle passengers from the Fairgrounds to the OHV Park on August 21st; and to do the necessary outreach so people know of its availability. Additionally, if there proves to be a need for a second bus, staff is authorized to procure it. Commissioner Russell seconded. Unanimous approval.

August Board Meeting Schedule

The Commissioners agreed by consensus to maintain normal meeting locations in August rather than hold the Board meeting in Heppner during Fair Week. The Commissioners came to the conclusion they will attend various Fair activities regardless of the BOC meeting location. The Board also agreed not to meet on the fifth Wednesday, August 30th, and to possibly not meet one other Wednesday to allow for staff vacations. It was decided to check schedules and discuss again.

Poulson Replat

After discussion, the Board and staff admitted the County lacks a formal process for the presentation of subdivision plats/replats for signature. Carla McLane, Planning Director, offered to work with the five communities in the County to establish a process through the Planning Department. Mr. Sorte explained State statute allows flexibility on whether the full Board needs to sign or just a single member.

Commissioner Russell moved to approve signing the Poulson Replat, a Replat of Lot 2 of Rhonda Addition and Lot 2 of Riley Replat, located in the S.W. ¼ of Section 24, Township 5 North, Range 26, East of the Willamette Meridian, City of Irrigon, Morrow County, Oregon. Commissioner Doherty seconded. Unanimous approval.

Staff Reports



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
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Item #
4d

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Kate Knop
Department: Finance
Person Attending: Kate Knop

Phone Number (Ext): 5302
Requested Agenda Date: 8/23/17

Short Title of Agenda Item: USDA APHIS Wildlife Agreement

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
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other:

N/A

For Contracts and Agreements Only

Contractor/Entity: United States Department of Agriculture
Contractor/Entity Address:
Effective Dates - From: July 1, 2017 Through: June 30, 2018
Total Contract Amount: \$54,000 Budget Line: #101-199-5-50-5115
Does the contract amount exceed \$5,000? Yes No
If Yes, Attach Purchase Pre-Authorization Request if Applicable

Reviewed By:

Department Head Required for all BOC meetings
Admin. Officer/BOC Office Required for all BOC meetings
County Counsel Required for all legal documents
Kate Knop 8/18/17 Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

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

1. TITLE OF AGENDA ITEM: USDA APHIS Wildlife Services Agreement

2. ISSUES, BACKGROUND, AND DISCUSSION:

Pursuant to Cooperative Service Agreement No. 14-73-41-5126 (signature year) between Morrow County and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget for the wildlife services program in Morrow County to be conducted July 1, 2017 through June 30, 2018.

The objective of the Wildlife Services program in the County is to resolve wildlife/human conflicts related to damage caused by predatory animals and other wildlife to livestock and human health and safety. Cooperative efforts between APHIS-WS and the County will maximize existing resources to accomplish the goals of this Plan. APHIS-WS will address the requirements of the National Environmental Policy Act (NEPA).

3. OPTIONS:

Options available to the Board of Commissioners include:

1. Move to approve agreement as written;
2. Direct staff to make amendments to the agreement (specify) and return for adoption at a future meeting;
3. Take no action;
4. Other.

4. FISCAL IMPACT:

The USDA requested and received approval of funds in the adopted FY 2017-2018 budget in the amount of \$54,000. The agreement presents a work plan outlining objectives, activities and budget for the wildlife services program in Morrow County.

SUGGESTED ACTION(S) / MOTION(S): After considerations, the board of Commissioners options include the following:

1. Move to approve agreement as written;
2. Direct staff to make amendments to the agreement (specify) and return for adoption at a future meeting;
3. Take no action;
4. Other.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

**USDA APHIS WILDLIFE SERVICES
WORK AND FINANCIAL PLAN**

COOPERATOR:	MORROW COUNTY
COOPERATIVE AGREEMENT NO.:	17-73-41-5126
ACCOUNT NO.:	AP.RA.RX41.73.0535
AGREEMENT DATES:	July 1, 2017 – June 30, 2018
AGREEMENT AMOUNT:	\$ 54,000.00

Pursuant to Cooperative Service Agreement No. 14-73-41-5126 (signature year) between Morrow County and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget for the wildlife services program in Morrow County to be conducted July 1, 2017 through June 30, 2018.

OBJECTIVES/GOALS

The objective of the Wildlife Services program in the County is to resolve wildlife/human conflicts related to damage caused by predatory animals and other wildlife to livestock and human health and safety. Cooperative efforts between APHIS-WS and the County will maximize existing resources to accomplish the goals of this Plan. APHIS-WS will address the requirements of the National Environmental Policy Act (NEPA).

Anticipated project results and benefits:

1. To provide assistance to county residents experiencing conflicts caused by predatory animals and other wildlife.
2. To provide assistance in the form of educational information or when appropriate to utilize the most effective and safe management tools and techniques available.
3. To provide a mechanism that enables other entities to participate in the program with shared responsibilities for funding, planning and evaluation.

PLAN OF ACTION

The objectives of the wildlife damage management program will be accomplished in the following manner:

1. APHIS-WS will provide a full-time Wildlife Specialist to respond to damage situations in Morrow County involving predatory animals and other wildlife that threaten human health and safety, livestock, and other property.
2. Method selection will be based on an evaluation of selectivity, humaneness, human safety, effectiveness, legality, and practicality.
 - a. Field Specialists will ensure that the most effective, efficient and humane tools will be utilized and will conduct management operations in a safe manner.
 - b. Equipment will be maintained in good working order to help prevent accidents and/or hazardous situations.
 - c. Management activities will be conducted with trained USDA-WS employees and volunteers.
3. Patrick Smith, District Supervisor, La Grande, Oregon district office (541) 963-7947 will be responsible for training, day-to-day supervision and monitoring of the cooperative program.

4. APHIS-WS will bill the County quarterly for actual costs associated with this work plan not to exceed \$54,000.00 as described in the Financial Plan. In accordance with the Debt Collection Improvement Act (DCIA) of 1996, bills issued by WS are due and payable within 30 days of receipt. The DCIA requires that all debts older than 120 days be forwarded to debt collection centers or commercial collection agencies for more aggressive action. Debtors have the option to verify, challenge and compromise claims and have access to administrative appeals procedures which are both reasonable and protect the interest of the United States.
5. The Financial Plan is incorporated by reference into this Work Plan. Approval to disperse County funds as shown on the Financial Plan is granted by signature of the Work Plan. The financial point of contact for this Work Plan/Financial Plan is Deborah Stalman, Budget Analyst (503) 326-2346, deborah.h.stalman@aphis.usda.gov.

PROCUREMENT

APHIS-WS will provide a vehicle and the initial supplies and equipment. Cooperator understands that additional supplies and equipment may need to be purchased under this agreement to replace consumed, damaged or lost supplies/equipment. Any items remaining at the end of the agreement will remain in the possession of APHIS-WS.

STIPULATIONS AND RESTRICTIONS

APHIS-WS will cooperate with the Oregon Department of Agriculture, Oregon Fire Marshal’s Office, Oregon Department of Fish and Wildlife (ODFW), and the U.S. Fish and Wildlife Service (FWS) to ensure compliance with Federal, State and local laws and regulations.

COST ESTIMATE FOR SERVICES

See the financial plan on the following page.

AUTHORIZATION:

Morrow County
P.O. Box 867
Heppner, OR 97836

Morrow County, Representative

Date

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES

State Director, Oregon

Date

Director, Western Region

Date

FINANCIAL PLAN

For the dispersment of funds from

Morrow County - Morrow County, Oregon

to

USDA APHIS Wildlife Services

for

Resolve wildlife/human conflicts and damage from predatory animals

from

7/1/2017

to

6/30/2018

Cost Element	Cost to Cooperator	Cost Share (Federal Appropriations & State Funds and other funding sources) ¹	Full Cost
Personnel Compensation	\$ 29,941.63	\$ 32,569.06	\$ 62,510.69
Travel	\$ -	\$ -	\$ -
Vehicles	\$ 6,268.70	\$ 6,829.79	\$ 13,098.49
Hires & Reimbursements	\$ 3,659.90	\$ 216.10	\$ 3,876.00
Supplies and Materials	\$ 1,567.24	\$ 512.76	\$ 2,080.00
Equipment	\$ 1,032.05	\$ 1,032.05	\$ 2,064.10

Subtotal (Direct Charges)	\$ 42,469.52	\$ 41,159.76	\$ 83,629.28
----------------------------------	---------------------	---------------------	---------------------

Pooled Job Costs	11.00%	\$ 4,671.65	NA	
Indirect Costs	16.15%	\$ 6,858.83	NA	
Agreement Total		\$ 54,000.00	\$ 41,159.76	\$ 83,629.28
Percentage Cost Share		51%	49%	100%

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed:

\$ 54,000.00

¹Federal and State funds estimated based on current information at the time this Work and Financial Plan was prepared.

AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

-
1. TITLE OF AGENDA ITEM: **FORECLOSURE PROPERTY WITH SENIOR DEFERRAL LEIN**
 2. ISSUES, BACKGROUND, AND DISCUSSION: Discussion on a foreclosure property with a Senior Deferral Lien.
 3. OPTIONS: Pursue reduced redemption to so interest will not continue to accrue.
 4. FISCAL IMPACT: \$15,600.00
 5. STAFF RECOMMENDATIONS:

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

MORROW County Assessor's Summary Report

Real Property Assessment Report

FOR ASSESSMENT YEAR 2017

NOT OFFICIAL VALUE

August 21, 2017 11:11:46 am

Account # 45
 Map # 2S2626-CC-03300
 Code - Tax # 0101-45

Tax Status ASSESSABLE
 Acct Status ACTIVE
 Subtype NORMAL

Legal Descr See Record

Mailing Name MARLATT, SALLY

Deed Reference # See Record

Agent

Sales Date/Price See Record

In Care Of

Appraiser MIKE GORMAN

Mailing Address 136 JACK FARM RD
 TOWNSEND, MT 59644

Prop Class 101 MA SA NH Unit
 RMV Class 101 04 00 00H 45-1

Situs Address(s)		Situs City
ID#	640 ELDER ST	HEPPNER

Value Summary						
Code Area		AV	RMV	MAV	RMV Exception	CPR %
0101	Land	20,520	20,520	20,900	Land	0
	Impr.	9,980	9,980	23,560	Impr.	0
Code Area Total		30,500	30,500	44,460		0
Grand Total		30,500	30,500	44,460		0

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0101	1	R		R2	Residential	100	A	0.15	MKT	*	17,020
0101	2	R		R2	Site Development	100	A	0.00	MKT	*	3,500
Grand Total								0.15			20,520

Improvement Breakdown											
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex% MS Acct #	Trended RMV			
0101	1	1904	121	CLASS 2 HOUSE	100	1,138		9,360			
0101	2		194	RESIDENTIAL - MISC		0		620			
Grand Total							1,138	9,980			

MORROW COUNTY ASSESSOR
Real Property Improvement Summary Report
 FOR ASSESSMENT YEAR 2017

8/21/2017

Account # 45
 Map 2S2626CC03300
 Situs Address 640 ELDER ST HEPPNER
 Mailing Address MARLATT, SALLY
 136 JACK FARM RD
 TOWNSEND, MT 59644

Deed Reference # See Record
 Sales Date/Price See Record
 Appraiser MIKE GORMAN
 Inspected 8/18/2017 / NO

IMPROVEMENT

SITE	BLD #	CODE AREA	YEAR BUILT	EFF YEAR BUILT	COMPLETE %	% Good	+/-	LIVABLE SQFT	Comp Flag	RMV	MAV	AV
1		0101	1904	1800	100	50	+	1138	E	9,360	22,890	9,360

STAT CLASS 121 - CLASS 2 HOUSE

FLOORS

DESCRIPTION	CLASS	SQFT	SIZE TYPE	TYPE OF HEAT	COMP %	OR %	RMV
FIRST FLOOR DR: 1 LR: 1 KT: 1 BD: 2 FB: 1 U: 1	2	1,138	S		100	100	17,832
PLBG: FULL BATH	1	374		FLOOR: WOOD FRAME		1138	0
EXT WALL: WOOD - ALL TYPES	1138	0		HEAT: STOVE & CHIMNEY		1138	0
FOUNDATION: CONCRETE	1138	0		ROOF COVER: COMP SHINGLE		1138	0
FLOOR COVER: CARPET/RESILIENT	1138	0		ROOF STYLE: GABLE		1138	0
Total Floor RMV							18,206

ACCESSORIES

DESCRIPTION	EFF YEAR BUILT	SQFT	SIZE TYPE	QUANTITY	RMV
PORCH: OPEN AND ROOFED	1978	96	S		151
Total Accessories RMV					151

IMPROVEMENT ADJUSTMENTS

DESCRIPTION	Override	RMV
PHYSICAL DEPRECIATION	-49	-8,995
Total Improvement Adjustment RMV		-8,995

DESCRIPTION: CLASS 2 HOUSE

BUILDING DIAGRAM

Drawn by Mark Date 12-30-87

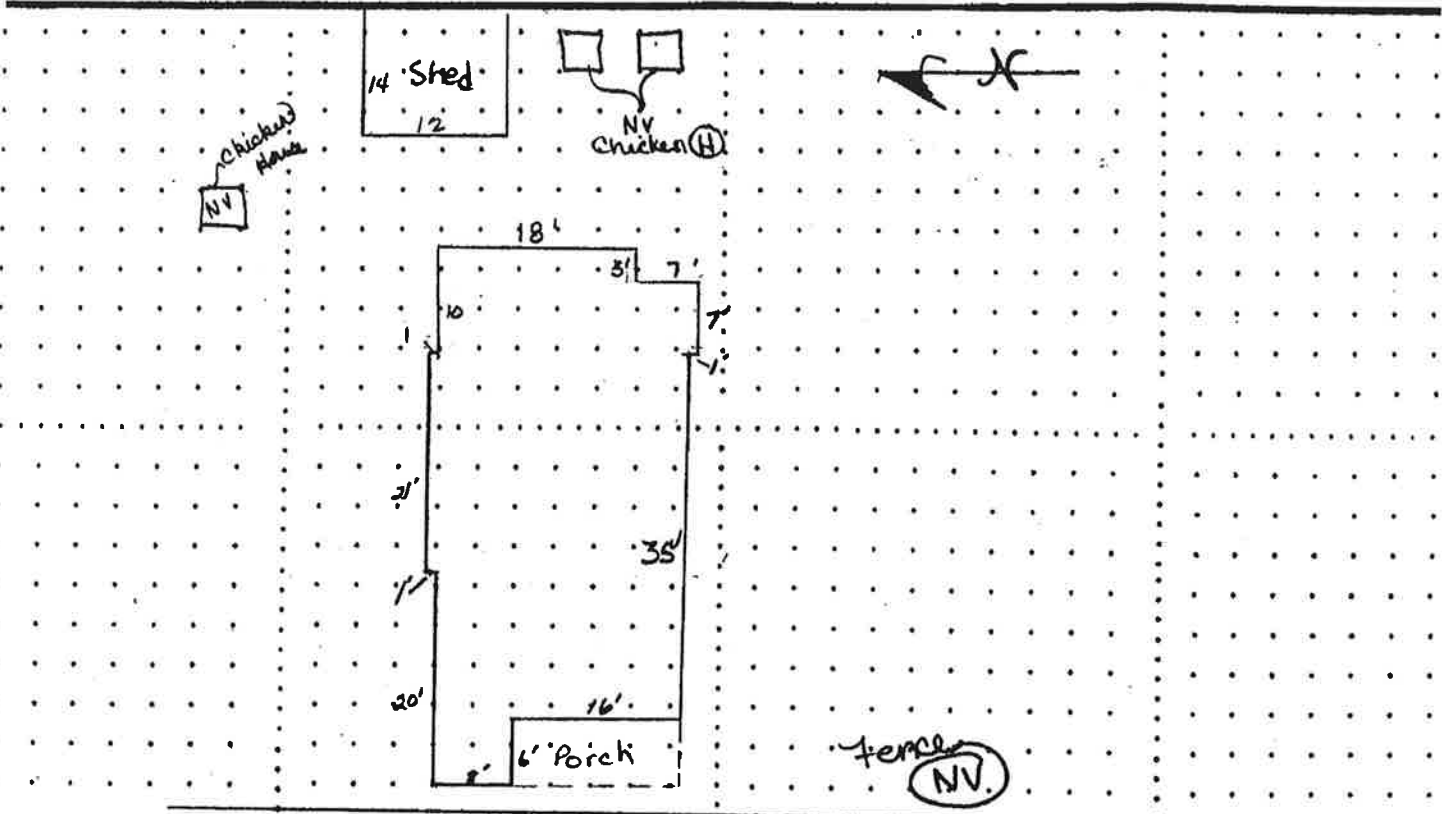
ACCOUNT NO. 25-26-26 CC-3300

Checked by _____ Date _____

1-1

Checked by _____ Date _____

Map # 45



Elder

REMARKS



08.18.2017 14:20

STATEMENT OF TAX ACCOUNT

MORROW COUNTY TAX COLLECTOR

P.O. BOX 247

HEPPNER, OR 97836

(541) 676-5607

18-Aug-2017

Tax Account # 45	Lender Name
Account Status A	Lender ID
Roll Type Real	Property ID 0101
Situs Address 640 ELDER ST HEPPNER, OR 97836	Interest To Sep 15, 2017

Tax Summary

Tax Year	Tax Type	Total Due	Current Due	Interest Due	Discount Available	Original Due	Due Date
2016	ADVALOREM	\$779.25	\$712.73	\$66.52	\$0.00	\$712.73	Nov 15, 2016
2015	ADVALOREM	\$884.59	\$705.79	\$178.80	\$0.00	\$705.79	Nov 15, 2015
2014	ADVALOREM	\$956.88	\$677.04	\$279.84	\$0.00	\$677.04	Nov 15, 2014
2013	ADVALOREM	\$1,135.93	\$721.99	\$413.94	\$0.00	\$721.99	Nov 15, 2013
2012	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$421.74	Nov 15, 2012
2011	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$427.12	Nov 15, 2011
2010	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$425.54	Nov 15, 2010
2009	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$416.94	Nov 15, 2009
2008	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$404.92	Nov 15, 2008
2007	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$377.06	Nov 15, 2007
2006	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$426.03	Nov 15, 2006
2005	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$520.01	Nov 15, 2005
2004	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$542.49	Nov 15, 2004
2003	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$537.69	Nov 15, 2003
2002	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$534.72	Nov 15, 2002
2001	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$533.33	Nov 15, 2001
2000	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$504.91	Nov 15, 2000
1999	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$484.28	Nov 15, 1999
1998	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$473.78	Nov 15, 1998
1997	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$433.06	Dec 15, 1997
1996	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$447.34	Nov 15, 1996
1995	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$406.04	Nov 15, 1995
1994	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$392.44	Nov 15, 1994
Total		\$3,756.65	\$2,817.55	\$939.10	\$0.00	\$11,526.99	

TAX NOTATION...

NOTATION CODE	DATE ADDED	DESCRIPTION
SENIOR DEFERRAL	1-Dec-2011	deceased

Amount Due to Senior Deferral Aug, 2017 -

\$ 8448.17 Tax
 50.00 fees
 7018.29 interest

 15,516.46 - Total



Stephen F. Mannenbach
Attorney at Law

133 S.W. Academy • P.O. Box 220 • Dallas, Oregon 97338 • (503) 623-6052 Fax (503) 623-6053

June 9, 2015

Morrow County Assessment & Tax
PO Box 247
Heppner, OR 97836

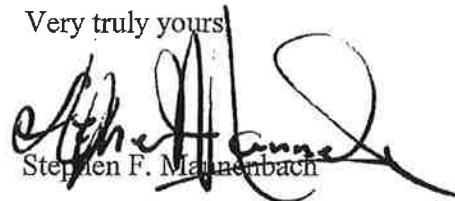
RE: The Estate of Sally Elizabeth Marlatt
Morrow County Case No.: 14PR023

Dear Morrow County Assessment & Tax:

This letter is to advise you that the above referenced Estate has been dismissed as insolvent. There are no assets from which to pay any taxes.

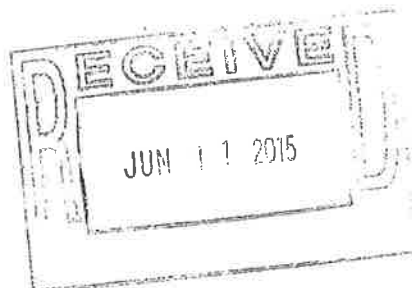
You may want to contact Greater Eastern Oregon Development Corporation (GEODC) at 2016 Airport Rd, Pendleton, OR 97801, (541) 276-6745, Instrument Number 2006-17753, which has a loan on this property to determine whether it will pay any unpaid real property taxes.

Very truly yours



Stephen F. Mannenbach

SFM/jra
Enclosures



FILED
MAY 13 2015

2015 MAY 13 PM 1:11

IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF MORROW

In the Matter of the Estate of:
SALLY ELIZABETH MARLATT,
Deceased.

No. 14PR023
NOTICE OF ABANDONMENT
(ORS 114.305 (7))

The Personal Representative, Stephen F. Mannenbach, hereby gives notice of abandonment of real property of the decedent located at 640 N Elder Street, Heppner, Oregon, more particularly described as follows:

Commencing on a point on the West line of Lot 4, of Block 1, of Quaid's Addition to the City of Heppner, 306 feet North from the Southwest corner of said Lot 4; thence East 107.5 feet to the East line of said Lot 4; thence North to the North boundary line of said lot; thence West along the North boundary line of said Lot 4, 107.5 feet to the West line of said lot; thence South along the West line of said Lot to the place of beginning.

-----on the grounds and for the reasons that the real property has become burdensome and is valueless inasmuch as the encumbrances against it exceed its value after cost of sale and realtor commission and it is so encumbered and in a condition that it is of no benefit to the Estate. ORS 114.305(7).

Dated this 11th day of May, 2015.

Respectfully Submitted,


Stephen F. Mannenbach, Personal Representative

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ATTORNEY AND PERSONAL REPRESENTATIVE:
STEPHEN F. MANNENBACH - OSB #803000
Attorney for Personal Representative
PO Box 220
Dallas, OR 97338
(503) 623-6052
(503) 623-6053 fax
mannenbachlaw@live.com

312.122 Reduced redemption period when property subjected to waste or abandonment; hearing; notice; reasonable inquiry. (1) A county may by ordinance provide the means to require the tax collector of the county to deed to the county pursuant to ORS 312.200 any real property sold to the county under ORS 312.100 after the expiration of the 30-day period provided in subsection (2) of this section if:

(a) The property is subjected to waste that results in a forfeiture to the county of the right to possession of the property under ORS 312.180; or

(b) The property is not occupied by the owner or any person or entity that appears in the records of the county to have a lien or other interest in the property for a period of six consecutive months, and the property has suffered a substantial depreciation in value or will suffer a substantial depreciation in value if not occupied.

(2)(a) Upon determining that real property sold to the county under ORS 312.100 may be subject to waste or abandonment as provided in subsection (1) of this section, the county shall set a date, time and place within the county for a hearing for the purpose of determining whether the property should be deeded to the county pursuant to subsection (1) of this section.

(b) The owner and any person or entity that appears in the records of the county to have a lien or other interest in the property shall be given an opportunity to be heard at the hearing provided in paragraph (a) of this subsection.

(c) If the county determines after the hearing provided in paragraph (a) of this subsection that the property is subject to waste or abandonment as provided in subsection (1) of this section, the county governing body shall provide that any rights of possession the owner may have in the property are forfeited and direct the property be deeded to the county by the tax collector of the county after expiration of a period of 30 days from the date of the action of the county governing body determining property subject to forfeiture unless it is sooner redeemed by the owner or any person or entity that then appears in the records of the county to have a lien or other interest in the property. All rights of redemption with respect to the real property described in that deed shall terminate on the execution of the deed to the county.

(d) The county shall, in its ordinance, provide for procedures for the hearing required under this subsection that are compatible with the requirements of due process of law.

(3) Not less than 30 days prior to the hearing provided in subsection (2) of this section, the county shall notify the owner and any person or entity that then appears in the records of the county to have a lien or other interest in the property of the hearing. The notice shall contain:

(a) The date, time and place of the hearing provided for in subsection (2) of this section;

(b) The date of the judgment;

(c) The normal date of expiration of the period of redemption under ORS 312.120;

(d) A warning to the effect that if the county determines that the property is subject to waste or abandonment as provided in subsection (1) of this section, the property will be deeded to the county immediately after the expiration of 30 days from the date of the county governing body action so determining and that every right or interest of any person in the property will be forfeited forever to the county unless the property is redeemed within that 30-day period;

(e) A legal description of the property and a tax account number; and

(f) The name of the owner as it appears on the latest tax roll.

(4) The notice required to be given under subsection (3) of this section shall be given by both certified mail and by regular first class mail.

(5)(a) If the notice required under subsection (3) of this section is to be given to an owner, the notice shall be addressed to the owner or owners, as reflected in the county records of deeds, at the true and correct address of the owner as appearing on the instrument of conveyance under ORS 93.260 or as furnished under ORS 311.555 or as otherwise ascertained by the tax collector of the county pursuant to ORS 311.560.

(b) If the person or entity to whom the notice is required under subsection (3) of this section to be given is a lienholder, or person or entity other than the owner, having or appearing to have a lien or other interest in the property, the notice shall be addressed to the lienholder, person or entity at the address that the county knows or after reasonable inquiry has reason to believe to be the address at which the lienholder, person or entity will most likely receive actual notice.

(6) For purposes of subsection (5)(b) of this section, if the lienholder is a corporation or a limited partnership, the county shall be considered to have made reasonable inquiry if the notice is mailed to the registered agent or last registered office of the corporation or limited partnership, if any, as shown by the records on file in the office of the Corporation Commissioner, or if the corporation or limited partnership is not authorized to transact business in this state, to the principal office or place of business of the corporation or limited partnership.

(7) As used in this section, "records of the county" has that meaning given in ORS 312.125 (7). [1989 c.687 §1; 2003 c.576 §421; 2009 c.33 §10]

Note: 312.122 was enacted into law by the Legislative Assembly but was not added to or made a part of ORS chapter 312 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

Filed 1-13-93
Debra Bloodworth
Morrow County Clerk

IN THE COUNTY COURT OF THE STATE OF OREGON
COUNTY OF MORROW

IN THE MATTER OF REDUCING REDEMPTION)
PERIOD FOR PROPERTY SUBJECT TO WASTE) O R D I N A N C E
OR ABANDONMENT, AND DECLARING AN)
EMERGENCY.....) NO. MC-C-1-93

The County Court for the County of Morrow does ordain as follows:

SECTION 1. SHORT TITLE.

This Ordinance shall be known, and may be cited as the "Reduced Redemption Period Ordinance".

SECTION 2. TRANSFER OF TITLE

The Tax Collector of Morrow County shall deed to the county pursuant to ORS 312.200 any real property sold to the county under ORS 312.100 upon receiving an order of the County Court declaring that :

1. The thirty (30) day period provided in subsection 3.4(3) of this ordinance has expired; and either
 - a. The property is subjected to waste which results in a forfeiture to the County of the right to possession of the property under ORS 312.180; or
 - b. The property has not been occupied by the owner or any person or entity that appears in the records of the county to have a lien or other interest in the property for a period of six consecutive months, and the property has suffered a substantial depreciation in value or will suffer a substantial depreciation in value if not occupied.

SECTION 3. NOTICE AND HEARING

3.1 Any person, individually or in some official capacity, may present such facts as may be within the person's knowledge and belief regarding the condition or circumstances of real property which has been sold to the County pursuant to ORS 312.100. The person shall provide, in writing, the following information:

1. The date of the judgment and decree;
2. The normal date of expiration of the period of redemption under ORS 312.120;
3. A legal description of the property and a tax account number;
4. The name of the owner as it appears on the latest tax roll; and
5. A statement describing the waste or abandonment of the property.

3.2 Upon receipt of a notification described in Section 3.1 of this Ordinance, the County Court shall set a time, date and

place within the county for a hearing held for the purpose of determining whether the property should be deeded to the county prior to the expiration of the normal period of redemption. The time and date established for the hearing shall be not less than 30 days after giving the notice required by subsection 3.3 of this section.

3.3 The county shall notify an owner, or owners, of the property by sending notice to the address of the owner or owners as reflected in the county records of deeds, on the instrument of conveyance of the property which is the subject of the hearing, or as furnished under ORS 311.555 or as otherwise ascertained by the tax collector of the county pursuant to ORS 311.560. The county shall also notify any person or entity that then appears in the records of the county to have a lien or other interest in the property which is the subject of the hearing; notice shall be addressed to the lienholder, person or entity at the address which the county knows, or after reasonable inquiry has reason to believe, to be the address at which the lienholder, person or entity will most likely receive actual notice. In all cases, notice shall be sent by both certified mail and by regular first class mail.

The notice required by this section shall contain:

- a. The date, time and place of the hearing;
- b. The date of the judgment and decree;
- c. The normal date of expiration of the period of redemption under ORS 312.120;
- d. A legal description of the property and a tax account number;
- e. The name of the owner as it appears on the latest tax roll; and
- f. A warning which shall read as follows: "This property will be deeded to the county immediately after the expiration of 30 days from the date of the decision rendered by the county court as a result of this hearing if the county determines that:
 1. the property is subject to waste by an owner in possession of the property, or by a third person acting under permission or control of the former owner; or
 2. the property has not been occupied by the owner or any person or entity that appears in the records of the county to have a lien or other interest in the property for a period of six consecutive months and the property has suffered a substantial depreciation in value, or will suffer a substantial depreciation in value, if not occupied.

If the county court makes such a determination, every right or interest of any person in the property will be forfeited forever to the county unless the property is redeemed within the 30 days immediately following the hearing."

3.4 The hearing provided by this section shall be conducted as follows:

1. First heard shall be those persons asserting that the property is subject to waste or abandonment, who shall present facts which support the following findings:

- a. that the property is located within Morrow County;
- b. that the property has been sold to the county under a judgment and decree under ORS 312.100;
- c. that notice as provided herein has been given to all persons or entities whose notification is required by this Ordinance; and
- d. that the property is subject to waste or abandonment as described in this Ordinance.

2. Those persons objecting to a determination that the property is subject to waste or abandonment shall then present any facts which might tend to contradict the information presented pursuant to subsection 3.4(1) of this section.

3. At the conclusion of the hearing, if the county court determines by a preponderance of the evidence that the property (1) is located within Morrow County, (2) has been sold to the county under a judgment and decree under ORS 312.100, (3) that notice has been given as required to the proper persons or entities, and (4) that the property is subject to waste or abandonment as described in this Ordinance, then the county court shall order the tax collector of the county to deed the property to the county after the elapse of 30 days, unless redeemed within said 30-day period.

4. The county court shall reduce its findings and conclusions to writing, and shall mail a copy thereof, by regular first class mail, to any owner, lienholder, or other person or entity having an interest in the property who was present at the hearing, requested such written copy, and provided an address to which it should be mailed.

SECTION 4. EMERGENCY/EFFECTIVE DATE.

As it is necessary for the health, safety, welfare, comfort, and convenience of the people of Morrow County that this ordinance shall have immediate effect, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect from and after its passage and approval by a unanimous vote of those members of the County Court present at this meeting.

PASSED BY A UNANIMOUS VOTE OF THE COUNTY COURT this 13 day of January, 1993.

ATTEST:

Jarvis Blomquist
County Clerk

Louis A. Carlson
Louis A. Carlson, Judge
R.J. French
R.J. French, Commissioner
Donald C.J. McElligott
Donald C.J. McElligott, Commissioner

NOTIFICATION OF PROPERTY ALLEGED TO BE SUBJECT
TO WASTE OR ABANDONMENT

Person giving notice: _____

Title or Position: _____

Legal Description of Property:

Date of Judgment or Decree of Foreclosure: _____

Normal date of expiration of period of redemption: _____

Name of owner as it appears
on the latest tax roll: _____

Statement describing waste or abandonment: _____



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

Item #

5d

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Kate Knop
Department: Finance
Person Attending: Kate Knop

Phone Number (Ext): 5302
Requested Agenda Date: 8/23/17

Short Title of Agenda Item: General Fund – Veterans Department Budget Resolution R-2017-23

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
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other:

N/A

For Contracts and Agreements Only

Contractor/Entity:
Contractor/Entity Address:
Effective Dates – From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No
If Yes, Attach Purchase Pre-Authorization Request if Applicable

Reviewed By:

Department Head Required for all BOC meetings
Admin. Officer/BOC Office Required for all BOC meetings
County Counsel Required for all legal documents
Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

1. TITLE OF AGENDA ITEM: General Fund - Veterans Department Budget Resolution R-2017-23
2. ISSUES, BACKGROUND, AND DISCUSSION: In the matter of increasing appropriations within the Morrow County General Fund – Veterans Department pursuant to ORS 294.271(1)(c). The requested supplemental budget resolution R-2017-23 increases the General Fund - Veteran’s Department budget by \$40,421 as directed by the Board of Commissioners on April 16, 2017. The increase is due to the passage of Ballot Measure 96 in 2016 which increased Morrow County state revenue for Veterans Services.
Once the resolution is approved, the annual grant application will be completed, including a copy of the revised budget, and submitted to Oregon Department of Veteran Affairs no later than September 8, 2017.
3. OPTIONS:
Options available to the Board of Commissioners include:
 1. Move to approve Resolution R-2017-23 as written;
 2. Direct staff to make amendments to the resolution (specify) and return for adoption at a future meeting;
 3. Take no action;
 4. Other.

4. FISCAL IMPACT:

The passage of Ballot Measure 96 will provide Morrow County with an estimated \$40,421 more than is currently included in the FY 2017-2018 budget. The funds must be used to provide services to Veterans.

SUGGESTED ACTION(S) / MOTION(S): After considerations, the board of Commissioners options include the following:

1. Move to approve Resolution R-2017-23 as written;
2. Direct staff to make amendments to the resolution (specify) and return for adoption at a future meeting;
3. Take no action;
4. Other.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

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

IN THE MATTER OF)
 APPROPRIATIONS FOR FISCAL) RESOLUTION NO. R-2017-23
 YEAR BEGINNING JULY 1, 2017)

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2017, for the following purposes:

FUND:		General Fund			
Resource	Amount	Expenditure	Amount		
1 Grant Revenue	\$40,421	1 Personnel Services	\$35,000		
		2 Materials & Services	\$5,421		
Revised Total Resources	\$16,651,796	Revised Total Requirements	\$16,651,796		
			<u>Total APPROPRIATIONS, All Funds</u>	\$	<u>32,862,071</u>
			Total Unappropriation and Reserve Amounts, All Funds	\$	<u>3,323,334</u>
			TOTAL ADOPTED BUDGET	\$	<u>36,185,405</u>

The supplemental budget would authorize an increase in Grant Revenue, Personnel and Materials and Services Expenditures for the additional revenue increase with passage of Ballot Measure 96, effective July 1, 2017 through June 30, 2018, in the amount of \$40,421. This modification allows Morrow County to increase services to Veterans within the county.

Dated this 23rd day of August, 2017.

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

Melissa Lindsay, Chair

Jim Doherty, Commissioner

Don Russell, Commissioner

Attest:

Bobbi Childers, County Clerk

Approved as to Form:

Morrow County Counsel



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 3)

Item #
5f

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Sandi Pointer Phone Number (Ext): 541-989-9500
Department: Public Works - Road Dept. Requested Agenda Date: August 23, 2017
Person Attending BOC Meeting (REQUIRED): Sandi Pointer

Short Title of Agenda Item:

Janitorial Discussion

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
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other: [X]

[X] N/A For Contracts and Agreements Only
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No
If Yes, Attach Purchase Pre-Authorization Request if Applicable Reviewed By:

8.23.2017 Department Head Required for all BOC meetings
8-18-17 Admin. Officer/BOC Office Required for all BOC meetings
County Counsel Required for all legal documents
Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 2 of 3)

1. TITLE OF AGENDA ITEM: **Janitorial Discussion / Approval**

2. ISSUES, BACKGROUND, AND DISCUSSION:

In the beginning of August, I had solicited Request for Qualifications for Janitorial Services Contractor. As our current contractor contract had ended. August 14th a panel consisting of five individuals reviewed and discussed the two proposals that had been presented. Karen Wolff, Kate Knop, Anthony Clement, Bobbie Childers and Myself had met and reviewed the proposals. You will find the attached score sheet of the scoring from the individuals and the favorable contractor. Patriot Building & Grounds Maintenance is acceptable to carry such a contract, However they came in over the budgeted amount for the year. A small discussion amongst the panel and myself. I had taken the issue and did some research.

I looked at years past history and you will find the Janitorial contract for cleaning County buildings history of what the contract was submitted. Included in this is an actual Budget balance at the end of the particular budget year. Comparing this to the history of the contracts there had been some savings and some increases, a lot of times we can control some costs with NOT shampooing as frequent as they presented at time of proposal and other items. Looking at this history I don't think we are out of line maybe asking for an increase in the budget amount. This 2016/2017 budget year I had only asked for \$70,000. And was using the past contractors figures for guidance. I realize this was an inaccuracy on my part.

I had looked at cutting some costs, in my original request which consisted of The Courthouse be cleaned 4 days a week, as this was requested by other staff, cutting this down to 3 days a week. Bartholomew building down to 2 days a week rather the 3 day a week proposal. Cutting the Sheriff in Heppner down a day rather the 3 days a week. Some duties that are being requested from staff are causing some rise in cost, once we have a contract I will present to entire employee staff of what the duties the contractor has. I feel this will control what the janitor will do. We can also enlist one of three General Maintenance Employees to help a bit with additional Garbage pickup, possible toilet cleaning and spot clean some areas that may get soiled in between cleanings.

3. OPTIONS:

Visiting with the staff of the favorable proposal, I was able to scale back our schedule of days of cleaning and lessening their responsibility on garbage pickup and get their proposal down to \$81,804.00 a year, The budget balance is only \$70,000.00.....

4. FISCAL IMPACT:

Health standards and public safety is important to have clean buildings and presentation is important.

Burke and I had a discussion to possible hire additional personnel and a janitor would be unfavorable and costly and issues to follow, Cleaning off hours of regular staff, Supervision is at question, equipment, material, Vehicle and to add I have witnessed the confrontation of staff to a janitor and is

AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 3 of 3)

not acceptable. I honestly wouldn't think one can keep up. Additional staff I think would be more issues.

5. STAFF RECOMMENDATIONS:

Public Works would like to have a discussion with the Board of a possible option or ideas.

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

Discussion on possible solution to the Janitorial Contract.

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |



PUBLIC WORKS DEPARTMENT

Airport General Maintenance Road Department Parks Waste Management

365 W. Highway 74
P.O. Box 428
Lexington, OR. 97839
Phone: (541) 989-9500
Fax: (541) 989-8352

Burke O'Brien
Director

Matt Scrivner
Asst. Road Master

Sandi Pointer
Management Asst.

Kirsti Cason
Administrative Asst.

August 16, 2017

MEMORANDUM

To; Morrow County Board of Commissioners

From: Burke O'Brien
Morrow County Public Works Director

Re: Research on Cleaning Contract Proposals

Commissioners, we recently put out request for qualifications for cleaning services for Morrow County Offices. The Committee reviewed these Proposals and the cost was higher than in past years with other contractors. The consensus was that we needed to look at alternatives to reduce cost. After discussion with Sandi I asked her to put together some history and cost information that related to the price. She looked at cutting days of service at the Courthouse and the Bartholomew building in order to reduce these cost. Further she went to the bidders for a revised price schedule to reflect the changes.

The attached information reflects the research she did and gives what I feel is a good look at options.

I believe these options include either accepting the proposal cost as is, or accepting a reduced version of the proposal. By accepting the reduced version, it will mean that the reduced cleaning days will I am sure have some controversy involved. The justification will be that it was vetted through Morrow County Board of Commissioners and the decision was made on a budgetary basis.

Thank You

Burke O'Brien
Morrow County Public Works Director

Account 101 121-5-20-3464

Fiscal Year 2016-

Account Name JANU

General Balance Budget Budget Adjustment History Detail

Budget Balance

Year	Beginning Balance	Activity	Ending Balance	C
2003-2004	0.00	0.00	0.00	
2004-2005	0.00	0.00	0.00	
2005-2006	0.00	5,392.44	5,392.44	
2006-2007	0.00	22,230.00	22,230.00	
2007-2008	0.00	29,040.00	29,040.00	
2008-2009	0.00	33,165.58	33,165.58	
2009-2010	0.00	67,500.00	67,500.00	
2010-2011	0.00	82,500.00	82,500.00	
2011-2012	0.00	85,500.00	85,500.00	
2012-2013	0.00	69,540.00	69,540.00	
2013-2014	0.00	63,360.00	63,360.00	
2014-2015	0.00	63,360.00	63,360.00	
2015-2016	0.00	79,833.32	79,833.32	
2016-2017	0.00	76,486.10	76,486.10	

Proposed score sheet

8/14/2017

Total score

					SP #1	KK #2	KW #3	TC #4	BC #5			TOTAL
												0
Patriot Building and Grounds					66	69	90	68	97			390
MLD services					61	65	82	62	89			359
												0
					127	134	172	130	186	0		

Request for Qualifications Janitorial Services

Sandi Pointer

KATE KNOPP

Karen Wolff

Tony Clement

Bobbie Childers

ORIGINAL PROPOSED AMOUNT

4.0 Fee Schedule

Upper Bartholomew Building, Heppner	3 times a week	Monthly - \$1,115.00
Courthouse, Heppner	4 times a week	Monthly - \$2,898.33
Airport, Lexington	1 time a week	Monthly - \$116.67
Sheriff & EMC, Heppner	3 times a week	Monthly - \$2,180.00
Public Works, Lexington	1 time a week	Monthly - \$376.67
Lower Bartholomew Building, Heppner	3 times a week	Monthly - \$1,115.00
Sheriff, Boardman	1 time a week	Monthly - \$116.67
Health Building, Boardman	2 times a week	Monthly - \$748.33
Annex, Irrigon	2 times a week	Monthly - \$396.67
Emergency Management, Irrigon	1 time a week	Monthly - \$111.67

Monthly Total = \$9,175.00

Annual Total = \$110,000.00

Without dimensions of all the carpet and tile, it would be impossible to give an honest quote for wet extraction carpet cleaning and floor stripping and waxing/sealing.

If our bid is accepted, we will offer these services at the following prices:

Carpet cleaning - \$0.40 per square foot

Floor Stripping & Waxing/Sealing - \$0.55 per square foot

This will allow you the flexibility to have specific rooms or just high traffic areas cleaned without the necessity to pay for an entire building to be done when all of the floors may not need it.

We do require a minimum of 500 square feet to be done to help defer the cost of mobilization of the equipment.

Prior to any floor service, dimensions of the area will be calculated and a quote for those services will be given independently of this quote.

Billing is emailed out on or around the 25th of each month and is requested to be paid the first week of the following month. We can set up an ACH so the funds can be directly deposited or we can accept checks as well.

4.0 Fee Schedule

REDUCED AMOUNT

Location	Weekly Cleanings	Weekly Price	Monthly Price	Annual Price
Bartholomew Building (Upper/Lower)	2	\$337.31	\$1,461.67	\$17,540.04
Courthouse	3	\$508.85	\$2,205.00	\$26,460.00
Airport	1	\$23.31	\$101.00	\$1,212.00
Sherrif/EMC, Heppner	2	\$337.31	\$1,461.67	\$17,540.04
Public Works, Lexington	1	\$66.92	\$290.00	\$3,480.00
Sheriff, Boardman	1	\$22.46	\$97.33	\$1,167.96
Health Department, Boardman	2	\$164.69	\$713.67	\$8,564.04
Annex, Irrigon	2	\$87.54	\$379.33	\$4,551.96
Emergency Management, Irrigon	1	\$24.77	\$107.33	\$1,287.96
Totals		\$1,573.15	\$6,817.00	\$81,804.00

Janitorial Contract for cleaning County Buildings

1998 Contract held by		Reatha Beezley	
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Building	Times cleaned	Monthly	YEAR
Irrigon Annex, 205 NE Third St., Irrigon	3 days	\$175.00	
Boardman Health, 101 NW	3 days	\$175.00	
Heppner Health, Gilliam Bisbee	3 days	\$175.00	
		\$525.00	\$6,300.00

2002-2004 Contract held by		Nolans Janitorial	
----------------------------	--	-------------------	--

Building	Times Cleaned	Monthly	Year
Bartholomew Upper/Lower Hepper MC Courthouse, Heppner			
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	2 days	\$875.00	
MC Lexington Airport MC Sheriff, Heppner			
MC Public works / Shop	1 day	\$225.00	
MC Sheriff, Boardman	1 day		
MC Health, Boardman	2 days	\$400.00	
MC Annex, Irrigon	2 days	\$385.00	
MC Sheriff, Irrigon			
		\$1,885.00	\$22,620.00

2004-2007 Contract held by		Nolans Janitorial	
----------------------------	--	-------------------	--

Building	Times Cleaned	Monthly	Year
Bartholomew Upper/Lower Hepper MC Courthouse, Heppner			
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	5 days	\$895.00	
MC Lexington Airport MC Sheriff, Heppner			
MC Public works / Shop	1 day	\$230.00	
MC Sheriff, Boardman	1 day	\$180.00	
MC Health, Boardman	2 days	\$415.00	
MC Annex, Irrigon	2 days	\$895.00	
MC Sheriff, Irrigon			
		\$2,615.00	\$31,380.00

2007-2009 Contract held by		Nolans Janitorial			
Building	Times Cleaned	Monthly	Year		
MC Annex, Heppner	1 day	\$450.00			
Bartholomew Upper/Lower Hepper					
MC Courthouse, Heppner	5 days	\$995.00			
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	5 days	\$895.00			
MC Lexington Airport					
MC Sheriff, Heppner					
MC Public works / Shop	1 day	\$175.00			
MC Sheriff, Boardman	1 day	\$180.00			
MC Health, Boardman	2 days	\$415.00			
MC Annex, Irrigon	4 days	\$455.00			
MC Sheriff, Irrigon					
		\$3,115.00	\$37,380.00		
2009-2012 Contract held by		Nolans Janitorial			
Building	Times Cleaned	Monthly	Year		
MC Annex, Heppner	2 days	\$425.00			
Bartholomew Upper/Lower Hepper					
MC Courthouse, Heppner	4 days	\$1,220.00			
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	5 days	\$895.00			
MC Lexington Airport					
MC Sheriff, Heppner	1 days	\$180.00			
MC Public works / Shop	1 day	\$230.00			
MC Sheriff, Boardman	1 day	\$195.00			
MC Health, Boardman	2 days	\$415.00			
MC Annex, Irrigon	4 days	\$895.00			
MC Sheriff, Irrigon					
		\$4,455.00	\$53,460.00		

Janitorial Contract for cleaning County Buildings 3

2012-2015 Contract Held by		Hermiston Cleaning		
Building	Times Cleaned	Monthly	YEAR	
MC Annex, Heppner	2 days	\$450.00		
Bartholomew Upper/Lower Hepper				
MC Courthouse, Heppner	3 days	\$1,220.00		
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	5 days	\$1,025.00		
MC Lexington Airport				
MC Sheriff, Heppner	5 days	\$680.00		
MC Public works / Shop	1 day	\$350.00		
MC Sheriff, Boardman	1 day	\$120.00		
MC Health, Boardman	2 days	\$780.00		
MC Annex, Irrigon	4 days	\$475.00		
MC Sheriff, Irrigon	3 days	\$130.00		
		\$5,230.00	\$62,760.00	
2015-2016 Contract held by		Hermiston Cleaning		
Building	Times Cleaned	Monthly	YEAR	
MC Annex, Heppner	2 days	\$450.00		
Bartholomew Upper/Lower Hepper				
MC Courthouse, Heppner	3 days	\$1,650.00		
MC, Health, Heppner (<i>Gilliam Bissbee</i>)	5 days	\$1,570.00		
MC Lexington Airport	1 day	\$175.00		
MC Sheriff, Heppner	4 days	\$1,200.00		
MC Public works / Shop	1 day	\$350.00		
MC Sheriff, Boardman	1 day	\$260.00		
MC Health, Boardman	2 days	\$750.00		
MC Annex, Irrigon	3 days	\$650.00		
MC Sheriff, Irrigon	2 days	\$260.00		
		\$7,315.00	\$87,780.00	

Janitorial Contract for cleaning County Buildi

2016-2017 Contract held by		Heppner Janitorial				
Building	Times Cleaned		Monthly			YEAR
MC Annex, Heppner						
Bartholomew Upper/Lower Hepper	3 days		\$1,750.00			
MC Courthouse, Heppner	4 days		\$1,600.00			
MC, Health, Heppner (<i>Gilliam Bissbee</i>)						
MC Lexington Airport	1 day		\$150.00			
MC Sheriff, Heppner	3 days		\$1,150.00			
MC Public works / Shop	1 day		\$500.00			
MC Sheriff, Boardman	1 day		\$150.00			
MC Health, Boardman	2 days		\$925.00			
MC Annex, Irrigon	2 days		\$625.00			
MC Sheriff, Irrigon	1 day		\$150.00			
			\$7,000.00			\$84,000.00
2017-???? Contract held by		Proposed				
Building	Times Cleaned		Monthly			Reduced Monthly
MC Annex, Heppner						
Bartholomew Upper/Lower Hepper	3 days		\$2,230.00	2 days		\$1,461.67
MC Courthouse, Heppner	4 days		\$2,899.00	2 days		\$2,205.00
MC, Health, Heppner (<i>Gilliam Bissbee</i>)						
MC Lexington Airport	1 day		\$175.00	1 day		\$101.00
MC Sheriff, Heppner	3 days		\$2,180.00	2 days		\$1,461.67
MC Public works / Shop	1 day		\$377.00	1 day		\$290.00
MC Sheriff, Boardman	1 day		\$117.00	1 day		\$97.33
MC Health, Boardman	2 days		\$749.00	2 days		\$713.67
MC Annex, Irrigon	2 days		\$397.00	2 days		\$379.33
MC Sheriff, Irrigon	1 day		\$112.00	1 day		\$107.33
			\$9,236.00			\$6,817.00
					YEAR	\$81,804.00



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

Item #
 59

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: **Sandi Pointer**
9500

Phone Number (Ext): **541-989-**

Department: Public Works - **ROAD**

Requested Agenda Date: **Aug. 23, 2017**

Person Attending BOC Meeting (Required): **Matt Scrivner, Burke O'Brien**

Short Title of Agenda Item: **Purchase pre authorization**

This Item Involves: (Check all that apply for this meeting.)	
<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing:	<input type="checkbox"/> Update on Project/Committee
<input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading	<input type="checkbox"/> Discussion Only
<input type="checkbox"/> Public Comment Anticipated:	<input type="checkbox"/> Discussion & Action
Estimated Time:	Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Department Report
<input type="checkbox"/> Contract/Agreement	<input checked="" type="checkbox"/> Other: Purchase pre auth.

<input type="checkbox"/> N/A		For Contracts and Agreements Only	
Contractor/Entity:			
Contractor/Entity Address:			
Effective Dates – From:		Through:	
Total Contract Amount:		Budget Line:	
Does the contract amount exceed \$5,000? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, Attach Purchase Pre-Authorization Request if Applicable			

Reviewed By:

	08/17/2017	Department Head	Required for all BOC meetings
_____	DATE		
_____	DATE	Admin. Officer/BOC Office	Required for all BOC meetings
_____	DATE	County Counsel	Required for all legal documents
_____	DATE	Finance Office	Required for all contracts; Other items as appropriate.
_____	DATE	Human Resources	If appropriate

email to RL 8-21-17

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

1. TITLE OF AGENDA ITEM: **Purchase of steel building**

2. ISSUES, BACKGROUND, AND DISCUSSION:

This purchase was authorized by budget committee, this is the purchase of the building which will house equipment and sand storage on the end. Four different bids had been requested and attached for your review. Full documentation will be provided at time of Meeting.

3. OPTIONS:

Road Department wish to have approval of the equipment/sand shed.

4. FISCAL IMPACT:

Keeping equipment undercover and preserved and the sand undercover for winter operations. This will eliminate the travel to the mill site.

5. STAFF RECOMMENDATIONS:

Morrow County Road Department recommend the approval of the purchase.

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

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |



Purchase Pre-Authorization Request

Purchase pre-authorization is required prior to all purchases in excess of \$5,000.

DATE: May 5, 1994

RE: Purchasing Policy

It shall be the policy of Morrow County to require the Finance Director to sign-off on all major purchases. Examples of major purchases may include trips and conferences, lease agreements, or equipment and should include all capital outlay purchases.

Normal operating supplies such as paper, even in large quantities, would not require a sign off. This is particularly important for purchases not anticipated at the time of budget, such as a piece of equipment that breaks down.

The purchasing sign-off should take place before the request comes to the County Court for pre- approval. This allows the County Court to be aware of the expenditure before the obligation is incurred and to be assured that there are adequate funds to cover the request.

Staff Contact: Sandi Pointer Phone Number (Ext): 541-989-9500

Department: Public Works, Road Date: 08/17/2017

Purchase Amount: 171,557.00 Budget Line: _____

Is the purchase a "public improvement?" No Yes, Address ORS 279C

Does the purchase amount exceed \$10,000? No Yes, See Page 2

Description:

This is a storage facility for Road dept. 100' X 300' in size of sand shed and equipment. This will be placed in the Road Dept. yard.

Finance Director signature

Department signature

Board of Commissioners

Date

Original or copies of signed contract should be sent to the following:

Finance Department (Signed Original) Department (Copy for file)

BOC Office (Copy for file)

**Purchase Pre-Authorization Request - Addendum for Intermediate Procurements
Purchases in Excess of \$10,000 but less than \$150,000**

Note: The County may not artificially divide or fragment a procurement so as to constitute an intermediate procurement under this section. Purchases in excess of \$150,000 require a formally solicited Request for Proposals.

Requirements of ORS 279B.070:

(3) When conducting an intermediate procurement, a contracting agency shall seek at least three informally solicited competitive price quotes or competitive proposals from prospective contractors. The contracting agency shall keep a written record of the sources of the quotes or proposals received. If three quotes or proposals are not reasonably available, fewer will suffice, but the contracting agency shall make a written record of the effort the contracting agency makes to obtain the quotes or proposals. [ORS 279B.070(3)]

Quote/Proposal 1:

Quote/Proposal 2:

Quote/Proposal 3:

*Attach documentation as needed

(4) If a contracting agency awards a contract, the contracting agency shall award the contract to the offeror whose quote or proposal will best serve the interests of the contracting agency, taking into account price as well as considerations including, but not limited to, experience, expertise, product functionality, suitability for a particular purpose and contractor responsibility under ORS 279B.110. [ORS 279B.070(3)]

Staff Recommendation:

Olympia Steel Buildings®

Universal Steel Buildings Corp.
400 Island Ave. McKees Rocks, PA 15136
www.olympiasteelbuildings.com



MARK CREIGHTON

Toll Free: 1-888-449-7756 Ext: 1352
Direct Line: 412-929-0052
Fax: 412-771-5731
Email: mark@factoryusa.com

FACTORY DIRECT TO YOUR DOOR

Name: Matt Date: 8-15-2017
Company: _____ County: Morrow
Address: _____ Email: _____
City: Lexington State: OR Zip: 97839
Phone: 541-989-8584 Fax: _____ Other: _____

STEEL BUILDING SPECIFICATIONS

Width: 100' Bay Spacing: 12@25' Wall Color: Your Choice SP Bldg Code: IBC 12
Length: 300' Frame Type: I-Beam Trim Color: Your Choice SP Wind Load: 110
Eave Ht: 16' Symmetry: Gable Roof Coating: Galvalume Ground Snow: 20 roof
Roof Pitch: 4:12 Roof Type: PBR 26 ga Wall Type: PBR 26 ga Live Load: 20 Reducible
Left Endwall: Post & Beam Full Load Rigid Frame 1/2 Load Rigid Frame Collateral: 1
Right Endwall: Post & Beam Full Load Rigid Frame 1/2 Load Rigid Frame Wind Exposure: C
FSW Bracing: Cable BSW Bracing: Cable Base Condition: Angle with Trim
Framed Openings: (1) 30'x20' / (1) 20'x20' Vents: None
Overhead Doors: None Wall Lights: None
Personnel Doors: None Sky Lights: None
Insulation: None IBC Occupancy: II : Normal
Gutters & Downs: None IBC Thermal Condition: Buyer will not insulate or heat building
Notes: Partition wall @ 100' from LEW IBC Snow Exposure: Partially Exposed
Building designed to go on 8' stem wall all around

ALL BUILDINGS INCLUDE:

- 25 YEAR STEEL MILL RUST PERFORATION WARRANTY ON 26 GAUGE PBR PANEL AZ55 GALVALUME® ROOF
- LIFETIME MANUFACTURER WARRANTY ON STAINLESS STEEL CAPPED SCREWS (NO RUST)
- 40 YEAR PAINT MANUFACTURER WARRANTY AGAINST CRACKING, CHIPPING OR PEELING ON SILICONIZED POLYESTER PAINTED WALL
- GALVANIZED Z-GIRTS AND Z-PURLINS • WASHERS ON FASTENERS (SIDES AND ROOF)
- 26 GAUGE COLOR WALL SHEETING (12 SILICONIZED POLYESTER COLORS AVAILABLE)
- STEEL I-BEAM PRIMARY FRAMING • ENDWALL POSTS • RAFTERS • NUTS • BOLTS • X-BRACING • COLOR TRIM
- 1" MASTIC TAPE FOR SIDE LAPS ON ROOF • 7/8" DOUBLE BEAD MASTIC FOR END LAPS ON ROOF
- 3 SETS OF ENGINEER STAMPED STRUCTURAL PERMIT DRAWINGS (ELEVATIONS, AB PLANS)

Building Price: _____ \$171,557.00
Delivery: _____ Included
Sales Tax: _____ Not Collected
Accessories: _____
Total Price: _____ \$171,557.00
Deposit(s): _____ \$51,557.00
Balance on Delivery: _____ \$120,000.00

Price Quote is valid until:



Corporate Offices

1395 John Fitch Blvd., South Windsor, CT 06074

Phone: 1 866 643 1010 • International Phone: 860 760 0046

Fax: 1 860 760 0210 • Website: www.clearspan.com

Cust ID: 5990252

Quote Number: 812597

QUOTE

Page: 1 of 1

<p>Quote To: BURKE OBRIEN MORROW COUNTY PUBLIC WORKS 365 W HWY 74 PO BOX 428 LEXINGTON OR 97839-0428 UNITED STATES</p> <p>Phone: 5419899500 Fax: 0</p>	<p>Date: 1/8/2016 Expires: 9/7/2016 Truss Specialist: BRAD WILLIAMS Fax: 860-760-0210 BWILLIAMS@CLEARSPAN.COM</p> <p style="text-align: right;">Quote Total : \$504,422.95</p>
--	---

Line	Part	Description	Qty	Price	Total Price
1	100106	100W GB BY 300L TRUSS BLDG 10'OC 20 Roof / 105 Ultimate Cat 1 FR	1.00	\$276,578.00	\$276,578.00
2	100106	100W DIVIDING WALL PACKAGE FR	1.00	\$14,738.00	\$14,738.00
3	700001	STAMPED ENGINEERED DRAWING	1.00	\$2,500.00	\$2,500.00
4	100007	SALE OF FREIGHT	1.00	\$22,581.00	\$22,581.00
5	700007	PREVAILING WAGE RATE INSTALLATION	1.00	\$188,016.00	\$188,016.00

QUOTE - Miscellaneous Charge -	
FREIGHT	9.95

Quotation/Order Form

Shelter Structures, Inc.

"Specialists in Large, Custom Shelters"

DATE August 15, 2017
Quotation # 06072017JD02

2043 Locust St., Suite 2B, Philadelphia, PA 19103
Phone: (267) 239-5906, (800) 330-9294
Fax: (267) 590-4143
Quotation valid for 30 days

Prepared by:
Quotation via: spointer@co.morrow.or.us

Bill To:
Company Morrow County Road Dept.
Name Sandra Pointer
Address

Ship To:
Company Morrow County Road Dept.
Name Sandra Pointer
Address

City, State ZIP Lexington OR
Phone (541) 989-9500
Fax

City, State ZIP Lexington OR
Phone (541) 989-9500
Fax

Shelter Size in Feet:		Width	Length	OA Ht.	with	Eave Ht.		
		100.00	300.00	37.78		16.00		
Profile-Style		Gable		25° Slope				
Quantity	Description	Amount	Totals					
1	Gable Style shelter with frame of heavy duty 4 in. square galvanized steel tubing fabricated into 42 in. deep truss ribs on 20ft. centers.	\$456,119	\$456,119					
1	End Walls enclosing the entire end of the shelter, extending from the top of the stem wall to the top of the shelter, complete with galvanized steel frame.	Included						
1	Interior partition, extending from the ground to the top of the shelter, complete with galvanized steel frame.	Included						
2	Personnel Door(s), Steel Commercial grade complete with panic bar & closer, out-swing, pre-hung 36 x 80, with steel support frame(s) in the end wall(s).	Included						
2	Personnel Door(s), Steel Commercial grade complete with panic bar & closer, out-swing, pre-hung 36 x 80, with steel support frame(s) in the sidewall(s).	Included						
1	Steel Roll up Sheet door(s), commercial grade, direct drive, mechanically operated, 20ft. wide x 20ft. high in the end wall(s). Mechanical door operator(s) are heavy duty 110/220v, 60hz, single phase operators.	Included						
1	Turnkey Shelter Installation at your site including all equipment, tools and labor. The price assumes 24/7 site access without delay, 20 ft. unobstructed clearance around the shelter perimeter, no specific wage requirements, one hour on first day on site for safety training and installation on concrete surface. Customer is responsible for removal of all underground and above ground utilities, permits, licenses, trash receptacles and unloading shelter components. THIS IS AN ESTIMATE.	\$159,000	\$159,000					
	Shelter Structures will submit a full Structural Load Report by an independent third party engineer licensed in Oregon certifying that this shelter meets the local Building Code and ASCE 7-10 requirements for 110 mph wind zone.	Included						
	20 oz. white translucent heavy duty coated vinyl fabric reinforced with polyester cord scrim. Provided with a self-cleaning PVDF resin coating to enhance fire, UV and chemical aging resistance. This fabric has a 15-20 year life expectancy and a 10 year pro-rated warranty.	Included						
Shelter is to be mounted on 8 ft. stem wall on 3 sides.								
Design Loads:		110 mph wind	15 psf snow	Subtotal		\$615,119		
OPTIONS								
	110/220v, 60hz, single phase Lighting - (90) 400 watt Exterior Metal Halide Flood Light- Lithonia TFL 400 watt -plus cable and wiring to power panel. Hook up to electrical service is by others.	\$34,987						
Subtotal						\$615,119		
Sales Tax: State, County								
Freight (FOB Origin, freight prepaid & charged back)- Estimate only, rates set upon shipment						\$36,600		
TOTAL						\$651,719		

Terms: 50% with order, balance due 3 days before shipment. All items are shipped FOB our factory. Unless itemized separately, taxes, duties, permits and installation are not included.

Acceptance of Quote - The above prices and specifications, and the terms and conditions on page 2 are satisfactory and are hereby accepted. You are authorized to manufacture the shelter as specified. Payment will be made as described above.	Federal EIN required for export orders
	Date: _____
Name/Title: _____	Signature: _____

THANK YOU FOR YOUR BUSINESS!



August 15, 2017
 Sandra Putman
 Morrow County Public Works
 P.O. Box 428, 365 W. Hwy 74
 Lexington, OR 97839

Please review the following quotation.

GSA Contract #: 07F-073GA

ITEM	QTY	DESCRIPTION	PRICE
Big Top Shelter	1	100' Wide X 300' Long X 32' Center Height X 12' Sidewalls Building sits on 8' tall wall. Overall height is 40' tall. <ul style="list-style-type: none"> • 18OZ. Fabric translucent white, flame retardant PVC fabric with polyester scrim. • Fabric meets the State of CA Fire Marshall Code and NFPA 701. • Frame members: 36" heavy wall galvanized tubular steel truss design. All weld joints coated with 97% zinc "cold gal" for corrosion protection. • Trusses are on 10' centers • Fabric terminates at the ground level. A skirt layers on the ground. Anchors are included for an existing concrete foundation. 	\$ 324,694.00 GSA
End Panels	2	2ea. solid end walls with 1ea. framed opening. Openings will be 20' wide x 12' tall. End panel sits on 8' tall wall. Overall, framed openings will be 20' x 20'.	\$ Included
	1	1ea. partition wall stretching down to an 8' tall wall in the center of the building.	\$ Included
Shipping and Handling		FOB Perry, FL. Shipping and Handling to the OR job site Shipping is primarily via 102" x 48' long flatbed trailers.	\$ 27,320.00
Grand Total			\$ 352,014.00
Below are optional purchases only			
Engineering Option		Raised Sealed Engineered drawing stamped by PE Stamp for your State which will be to your local codes.	\$ 1,500.00 Add Option
Optional Exhaust Fans	1	36" x 36" CFM Louvered 120V 60 Hz Electric (Exhaust Fans to be installed on the end panel (2,500.00 ea.)	\$ 2,500.00
Optional Vents	2	36" x 36" louvered vents with frame (\$750.00ea)	\$ 1,500.00 Add Option
Optional Lightning Grounding Kit	1	Lightning grounding kit with hardware	\$ 3,500.00 Add Option
Optional Trim Kit	1 Set	Flat bar and tech screws back to trim the skirt back to the base rail	\$ 1,000.00 Add Option

3255 N. US 19 ~~~ Perry, Florida 32347 USA
 (850) 584-7786 ~~~ Fax: (850) 584-7713 ~~~ 011-850-584-7786 International
www.bigtopshelters.com ~~~ e-mail: c.padgett@bigtopshelters.com
 EEO/AA/m/f/vets/disabled



Turn – Key Installation Non Prevailing Wage Quote		Big Top Shelters will install the above shelter systems at your facility. Big Top Shelters will be responsible for all equipment, and non- union labor. Customer will be responsible for any and all safety courses, 24/7 access to the site, removing all underground and overhead utilities, permits, dumpster for trash removal, foundation work, portalet or toilet facilities in near proximity to the site, special badges, etc. If the shelter is purchased or installed prior to permit approval the customer bears the cost of any upgrades to meet local code. Big Top Shelters is an installer of our product (equipment). We are not a construction company or general contractor. If your site requires special licenses or requirements then a general contractor may be required. (See installation clause at the bottom of page.)	\$ 90,000.00 Add Option
Technical Assistance Option Non Prevailing Wage Quote		Big Top to provide 1 each technical representative to help in the above installation for 21ea work and 2ea travel days. Travel days are billed at the same rate as work days. Extra days can be purchased while onsite for \$830.00 per day plus airfare or travel cost. Weekends are considered a work day. This is an average installation period. No representation made as to the suitability of site, equipment, personnel. Additional days if needed can be added (or subtracted). (Customer will be providing the Equipment & 3-4 Laborers for erection of the shelter. Price based on agreement of using on site equipment)	\$ 20,000.00 Add Option

Options: Metal Entry Doors, Exhaust Fan Systems, lights, lightning protection kits, flooring, HVAC, etc.

Payment Terms: 50% deposit with order and balance 5 days prior to shipping. Financing is available!

Lead Time: 6 Weeks from receipt of order. If engineering is required, please add 2+- weeks.

◆ All assembly instructions, hardware, and anchors are included with shipment.

Sincerely,
 Carl S. Padgett
 Sales Representative
c.padgett@bigtopshelters.com

Approved This ___ Day of ____, 2017
 Signature _____



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

Item # 5h

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: **Melissa Ross**

Phone Number (Ext): **5133**

Department: **Sheriff's Office**

Requested Agenda Date: **August 23, 2017**

Person Attending BOC Meeting (REQUIRED): **Melissa Ross**

Short Title of Agenda Item: **OLCC Renewals**

This Item Involves: (Check all that apply for this meeting.)	
<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing:	<input type="checkbox"/> Update on Project/Committee
<input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading	<input type="checkbox"/> Discussion Only
<input type="checkbox"/> Public Comment Anticipated:	<input type="checkbox"/> Discussion & Action
Estimated Time:	Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Department Report
<input type="checkbox"/> Contract/Agreement	<input checked="" type="checkbox"/> Other:

<input type="checkbox"/> N/A	For Contracts and Agreements Only	
Contractor/Entity:		
Contractor/Entity Address:		
Effective Dates – From:	Through:	
Total Contract Amount:	Budget Line:	
Does the contract amount exceed \$5,000? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, Attach Purchase Pre-Authorization Request if Applicable		

Reviewed By:

_____	Department Head	Required for all BOC meetings
DATE		
_____	Admin. Officer/BOC Office	Required for all BOC meetings
DATE		
_____	County Counsel	Required for all legal documents
DATE		
_____	Finance Office	Required for all contracts; Other items as appropriate.
DATE		
_____	Human Resources	If appropriate
DATE		

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

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

1. TITLE OF AGENDA ITEM: **OLCC Renewals**

2. ISSUES, BACKGROUND, AND DISCUSSION:

After reviewing all calls in the last year on both locations of Love's Travel Stop and Willow Run Golf Course, nothing of interest to OLCC was found. During discussion with Sheriff Matlack regarding this matter, he advised he has no objection to the OLCC renewals.

3. OPTIONS:

4. FISCAL IMPACT:

5. STAFF RECOMMENDATIONS:

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

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

Morrow County Court
MORROW COUNTY
PO Box 788
Heppner, OR 97836

RENEWAL NOTIFICATION PROCESS

It's time again for liquor license renewals in your area. Liquor licenses are due to expire **9/30/2017**. Attached is the list of licensees who are required to submit their renewal application to local government for comment. According to our records you charge:

\$0.00 Renewal Fee for ON-PREMISES \$0.00 Renewal Fee for OFF-PREMISES

We told applicants to mail your local government fees to the address on this letter.
PLEASE NOTIFY US IMMEDIATELY IF THE FEE(S) OR ADDRESS ARE INCORRECT

HOW TO MAKE A RECOMMENDATION

You have until 8/31/2017 to make your recommendation. Below are your options for renewals:

RECOMMEND APPROVAL

1. **DO NOTHING.** If you do not submit a recommendation by **8/31/2017**, the OLCC will process the renewal application as a favorable recommendation.

RECOMMEND DENIAL (see additional information on page 2)

1. File an unfavorable recommendation, stating the grounds for the unfavorable (must meet the denial criteria on back of form); **OR**
2. Make a written request for additional time to complete an investigation. The request must state: 1) you are considering making an unfavorable recommendation; 2) the specific grounds being considered. **The grounds must be one referenced in Oregon Administrative Rule 845-005-0308(3).** If your request is granted you will be given a 45-day extension to file your unfavorable recommendation. Unfavorable means recommending denial of a license or requesting restrictions be placed on a license.

If you need assistance or would like to discuss a specific application, please contact your local OLCC office for help. Please send renewal recommendation correspondence to OLCC.Renewals@oregon.gov or OLCC License Renewals, P.O. Box 22297, Portland, OR 97269-2297. If you have questions, contact our license renewal section at 503.872.5138 or toll free at 1.800.452.6522 ext 5138.

REASONS WE MAY DENY OR RESTRICT A LICENSE
ORS 471.313(4)(5), OAR 845-005-0320, 845-005-0321, 845-005-0322
845-005-0325, 845-005-0326(4)(5) or 845-005-0355

The following is a list of problems relating to the **APPLICANT** or **BUSINESS** that OLCC can consider to refuse or restrict a license:

1. Applicant has a habit of using alcohol or drugs to excess
2. Applicant makes a false statement to OLCC (must be related to a refusal basis)
3. Applicant has been convicted of local, state or federal laws that are substantially related to the fitness of holding a liquor license
4. Applicant has demonstrated poor moral character
5. Applicant has a poor record of compliance when previously licensed by OLCC
6. Applicant is not the legitimate owner of the business
7. The business has a history of serious and persistent problems at this location. The problems can include:

obtrusive or excessive noise, music or sound vibrations
public drunkenness
fights or altercations
harassment
unlawful drug sales
alcohol or related litter

OLCC is not able to consider the following issues when deciding to renew a liquor license:

lack of parking
increase in traffic
too many licenses in a specific area (saturation)
entertainment type - nude dancing, gambling, live bands, etc.
increased noise
zoning issues

Visit www.oregon.gov/olcc/ to see the full text of ORS and OAR referenced above. In order for an unfavorable recommendation from a local government to be valid, the grounds must be found in the license refusal bases of ORS 471.313(4), 471.313(5), OAR 845-005-0320, 845-005-0321, 845-005-0322, 845-005-0325 or 845-005-0326(4)(5) or the license restriction bases of OAR 845-005-0355, and must be supported by reliable factual information.



10601 North Pennsylvania
P.O. Box 26210
Oklahoma City, OK 73126

July 26, 2017

Morrow County Court
PO Box 788
Heppner, OR 97836

RE: Love's Travel Stops & Country Stores, Inc.
Love's Travel Stop #650
78665 Tower Rd., Boardman, OR

Dear Sir/Madam,

Enclosed please find the License Renewal Application for Love's Travel Stop #650 located in Boardman, OR. Also enclosed is check #1001287987 in the amount of \$10.00 to cover the processing fee.

Please send the license/permit and all correspondence to the corporate office address listed below.

**Love's Travel Stops & Country Stores, Inc.
Attn: Licensing Department
PO Box 26210
Oklahoma City, OK 73126**

Should you have any questions or require any additional information, please contact me. I may be reached by telephone at (405) 463-8321 or by email at anntanette.reece@loves.com.

Thank you,

Anntanette Reece

Anntanette Reece
Licensing Coordinator

Oregon Liquor Control Commission
 PO Box 22297, Milwaukie, OR 97269 1-800-452-6522
License Renewal Application

JUL 24 2017

Your Due Date For Renewal is September 11, 2017.

<i>License Type:</i> OFF-PREMISES SALES	<i>District:</i> 4	<i>License:</i> 243029	<i>Premises:</i> 55714	<i>Code:</i> 227
--	---------------------------	-------------------------------	-------------------------------	-------------------------

LOVE'S TRAVEL STOPS & COUNTRY STORES INC *Licensee(s)*
 ATTN: LICENSING DEPT
 PO BOX 26210
 OKLAHOMA CITY, OK 73126

LOVE'S TRAVEL STOPS & COUNTRY STORES INC

Tradename

**LOVE'S TRAVEL STOP #650
 78665 TOWER RD
 BOARDMAN OR 97818**

Operational Questions:											
(1) List contact information for the business.	Phone Number: 405-463-8891 Email: storelicensing@loves.com										
(2) List all <u>arrests or convictions</u> for any crime, violation, or infraction of any law during the last 18 months even if they are not liquor related for any owner of the business. Attach additional sheet of paper to back of form if needed.	<table border="1"> <thead> <tr> <th>Name</th> <th>Offense</th> <th>Date</th> <th>City/State</th> <th>Result</th> </tr> </thead> <tbody> <tr> <td align="center" colspan="5">None</td> </tr> </tbody> </table>	Name	Offense	Date	City/State	Result	None				
Name	Offense	Date	City/State	Result							
None											
(3) Were there any changes of ownership (i.e.: add/drop partners, change to corporations, etc.) not reported to the OLCC in the last year?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(4) Did you make any significant changes in operation during the past year that you have not reported to the OLCC, such as changes in menu, hours of operation, or remodeling?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> EXPLAIN:										
(5) Will you be holding beer or wine tastings at your location, other than those conducted by a manufacturer?	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES										

IMPORTANT: Failure to fully disclose any information requested, or providing false or misleading information on this form is grounds to refuse to renew the license. YOUR LICENSE EXPIRES ON 09/30/2017. If you do not renew before this date, you must stop selling or serving alcohol immediately. NO EXCEPTIONS! Selling or serving alcohol with an expired license is a crime.

Licensee(s): LOVE'S TRAVEL STOPS & COUNTRY STORES INC

License: 243029

Premises: 55714

Payment #1 to OLCC: <i>Make check or money order payable to OLCC. Do not mail cash. Send your application and payment to OLCC License Renewals; PO Box 22297; Milwaukie, OR 97269.</i>	Dollar Amount (\$)
If completed renewal application is postmarked by 09/11/2017 pay this amount.	\$100.00
If completed renewal application is postmarked after 09/11/2017 but on or before 09/30/2017 pay this amount.	\$125.00
If completed renewal application is postmarked after 09/30/2017 pay this amount.	\$140.00

Payment #2 to Local Government: <i>Make check or money order payable to City/County listed below if a fee is required. Do not mail cash.</i>	
Local government Morrow County Court located at PO Box 788; Heppner, OR 97836 requires no processing fee.	

MANDATORY DISCLOSURE OF YOUR SOCIAL SECURITY NUMBER

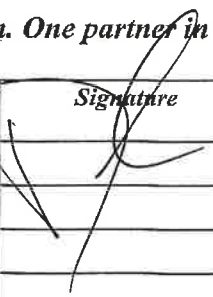
Federal and State laws require you to provide your Social Security Number to the Oregon Liquor Control Commission (OLCC) on the license renewal application. The OLCC will refuse a renewal if an applicant signing the renewal fails to provide his/her Social Security Number. The Social Security Number will be used only for Child Support Enforcement purposes, unless you authorize the use of your Social Security Number for the additional administrative purposes listed below (42 USC § 666(a)(13) & ORS 25.785).

SOCIAL SECURITY NUMBER AUTHORIZATION

The OLCC also asks for your authorization to use your Social Security Number(s) for additional administrative purposes, to make our application process more efficient and accurate. We use your Social Security Number to:

1. Help us keep accurate records about your identity because applicants often have the same last name and birth date.
2. Ensure your identity when we run a criminal background check through law enforcement agencies.
3. Match your license application to your Alcohol Server Education class and test score (applies only to applicants who are required by law to take and pass an alcohol server education program.)

Our authority to request this use is ORS 471.311 and OAR 845-005-0312(6). Please check the box next to your signature to authorize our use of your Social Security Number for the additional administrative purposes listed above. You will not be denied a right, benefit or privilege if you do not authorize the OLCC to use your Social Security Number for these additional administrative purposes (5 US § C 552(a)).

Signature Section: <i>Who must sign -- One member of an LLC. One officer of a corporation. One partner in a limited partnership. Each person if licensed as individuals.</i>						
Print Name	Social Security Number	Date of Birth	Sex M/F	Today's date	Signature	SSN Authorization
Doug Stussi, Exec. VP - CFO		11/19/54	M	7/26/17		<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES
						<input type="checkbox"/> NO <input type="checkbox"/> YES



Love's Travel Stops & Country Stores, Inc.

10601 N Pennsylvania Avenue
 PO BOX 26210
 Oklahoma City OK, 73126
 www.loves.com

CHECK NUMBER: 1001287987

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	NET AMOUNT
0 COUNTY ALC FEE MESSAGE: STORE 650 COUNTY ALC FEE	07/24/2017	10.00	0.00	10.00
CHECK TOTALS		10.00	0.00	10.00

DOCUMENT IS PRINTED ON CHEMICALLY REACTIVE PAPER - THE BACK OF THIS DOCUMENT INCLUDES A TAMPER EVIDENT CHEMICAL WASH WARNING BOX

Love's Travel Stops & Country Stores, Inc.
 10601 N Pennsylvania Avenue
 PO BOX 26210
 Oklahoma City OK, 73126

JPMORGAN CHASE BANK, NA
 Columbus, OH

07/25/2017

56-1544/441
 1001287987

\$ 10.00

TEN and 00/100 DOLLARS

Pay To The Order Of Morrow County
 PO BOX 247
 Heppner OR 97836-0247

Greg Love

NOT TO EXCEED \$50,000.00 UNLESS COUNTERSIGNED



⑈ 1001287987 ⑈ ⑆044115443⑆

627118243⑈

THE BACK OF THIS DOCUMENT INCLUDES MICROPRINTED ENDORSEMENT LINES



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

Item # <i>6a</i>

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: **Melissa Ross** Phone Number (Ext): **5133**
 Department: **Sheriff's Office** Requested Agenda Date: **August 23, 2017**
 Person Attending BOC Meeting (*REQUIRED*): **Melissa Ross**
 Short Title of Agenda Item: **Monthly Report**

This Item Involves: (Check all that apply for this meeting.)	
<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing:	<input type="checkbox"/> Update on Project/Committee
<input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading	<input type="checkbox"/> Discussion Only
<input type="checkbox"/> Public Comment Anticipated:	<input type="checkbox"/> Discussion & Action
Estimated Time:	Estimated Time:
<input type="checkbox"/> Document Recording Required	<input checked="" type="checkbox"/> Department Report
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other:

<input type="checkbox"/> N/A	For Contracts and Agreements Only	
Contractor/Entity:		
Contractor/Entity Address:		
Effective Dates – From:		Through:
Total Contract Amount:		Budget Line:
Does the contract amount exceed \$5,000? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, Attach Purchase Pre-Authorization Request if Applicable		

Reviewed By:

_____	Department Head	Required for all BOC meetings
DATE		
_____	Admin. Officer/BOC Office	Required for all BOC meetings
DATE		
_____	County Counsel	Required for all legal documents
DATE		
_____	Finance Office	Required for all contracts; Other items as appropriate.
DATE		
_____	Human Resources	If appropriate
DATE		

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

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

1. TITLE OF AGENDA ITEM: **Monthly Report**
2. ISSUES, BACKGROUND, AND DISCUSSION:

Morrow County Sheriff's Office, Monthly Report

3. OPTIONS:

4. FISCAL IMPACT:

5. STAFF RECOMMENDATIONS:

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

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|---|
| <input type="checkbox"/> Clerk (Original for recording) | <input type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |

Morrow County Sheriff's Office



325 Willow View Drive P.O. Box 159
Heppner, OR 97836
Phone: (541)676-5317
Fax: (541)676-5577

Kenneth W. Matlack, Sheriff
John A. Bowles, Undersheriff

August 2017

Seems to be a slow month so far, which is a good thing :)

911 Hang up or Accidental dials

- August – 33 so far.

South County

- South County is gearing up for possibly large number of travelers headed South to see the Eclipse in the Path of Totality. Unknown if we will get the large increase in numbers predicted. Lately information has circulating that you can see almost as much if you stay home. Only time will tell.
- MCSO Communications Center received Umatilla County's 911 calls on August 16 for about an 1 ½ hours, while CenturyLink and Umatilla County repaired an issue.

North County

- 8-3 Disturbance reported in the Boardman area near the canal, with person yelling for help. Jacquez, Leobardo III. 41-year-old male arrested on PC charges of Kidnapping I, Assault IV and Strangulation. Lodged at UCJ with bail set at \$250,000.
- 8-5 Very, very large reptile. 9:30pm an 8 to 10-foot Boa Constrictor was in the road near NE Washington Ave & NE Eighth Street in Irrigon. Two deputies responded with dog "catch-poles". OSP advised they would NOT be responding, as it is not a game or OSP issue. Irrigon Fire paged out for lights and shovels to keep it contained. A little over an hour from when the call came in, the snake was contained in a cage and on its way to Pet Rescue in Hermiston. Owner was later located and he advised he will pick up the snake and pay the bill at Pet Rescue.
- 8-6 MVA/DUII. Call came in about 1am. Man walking down freeway towards Pendleton, covered in blood. Subject was about ½ mile from when he tore off a wheel and rolled his car. Subject did not want help. Subject was detained, mood swings from remorse and depressed to violent. Fought LE & EMS trying to help, had to be restrained to EMS backboard. Transported to hospital. OSP took over case after they arrived on scene. Believe this will be a DUII. OSP's Case.



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

Item #
6b

This document must be completed for each agenda item submitted for consideration by the Board of Commissioners.

Staff Contact: Burke O'Brien / Matt Scrivner
Department: Public Works / Road
Person Attending BOC Meeting (REQUIRED): Burke O'Brien / Matt Scrivner
Short Title of Agenda Item: Road Report

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
Discussion Only
Discussion & Action
Estimated Time:
Department Report
Other:

N/A For Contracts and Agreements Only
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No
If Yes, Attach Purchase Pre-Authorization Request if Applicable

Reviewed By:

Burke O'Brien 8/17/2017 Department Head Required for all BOC meetings
Admin. Officer/BOC Office Required for all BOC meetings
County Counsel Required for all legal documents
Finance Office Required for all contracts; Other items as appropriate.
Human Resources If appropriate

Note: All entities must sign documents before they are presented to the Board of Commissioners. Original documents are preferred. Agenda requests, including this completed form and supporting documents, must be received by the Board's office by Noon on the Friday prior to the Board of Commissioners Wednesday meeting. County Counsel and Finance review is required for all contracts.

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

1. TITLE OF AGENDA ITEM: Road report

2. ISSUES, BACKGROUND, AND DISCUSSION:

Ione-Gooseberry: Paver patching has been completed from the intersection with the lower loop road headed south to the intersection with Olden lane. 2,530.35 tons of asphalt was placed.

Brenner canyon: 24 tons of asphalt was Blade patched with remaining mix and time as crew was moving equipment and doing prep work on Ella.

Ella road: Pre-level work was performed on Ella between Hwy 74 and the intersection with Ione-Boardman road in preparation for the Overlay work that Pioneer Asphalt will be doing at the end of September. 600.64 tons was placed.

Paver patching on Ella North of the intersection with Ione-Boardman should be completed by August 24th and at this time there has been 1,229.95 tons placed.

Work plan: Paver patching on Baseline road August 28th- September 7th, Blade patching of Baker lane and possibly Willow creek will be September 11th-21st. Blade patching amounts will be determined by other workloads and weather. Paint striping should start September 11th as will Fall blading of the county gravel road system.

3. OPTIONS: N/A

4. FISCAL IMPACT: N/A

5. STAFF RECOMMENDATIONS: N/A

6. SUGGESTED ACTION(S) / MOTION(S): N/A

- Attach additional background documentation as needed.

Routing: Original or copies of signed contract or document should be sent to the following:

- | | |
|---|--|
| <input type="checkbox"/> Clerk (Original for recording) | <input checked="" type="checkbox"/> Finance Department (Copy for file) |
| <input type="checkbox"/> Board of Commissioners (Copy for file) | <input checked="" type="checkbox"/> Department – For distribution |
| <input type="checkbox"/> Other _____ | |