

**Morrow County Board of Commissioners Meeting
November 6, 2024
Upper Conference Room, Bartholomew Building
Heppner, Oregon**

Present In-Person Chair David Sykes, Commissioner Jeff Wenholz, Commissioner Roy Drago Jr., Justin Nelson, Matthew Jensen, Valerie Ballard, Kevin Ince, Sandi Pointer, Lindsay Grogan, Eric Imes, Sue Gibbs, Patrick Keely, Tamra Mabbott, Daisy Goebel, Vincent Guerrero, Greg Close, Steve Freeland

Present Via Zoom Amanda Kendrick, Deona Siex, Gregory Goebel, Jaylene Papineau, Sabrina Bailey-Cave, Tami Ewing, Morgan Browning; Non-staff: Aaron Palmquist, Andrea Di Salvo, Autumn Morgan, Brenda Profitt, Daniel Hoeft, Erin Anderson, Karen Pettigrew, Kelly Doherty, Matt McCaw

Call to Order 9:01 a.m.

Public Comment Bill Van Schoiack of Buttermilk Canyon spoke about his road closure request.

Consent Agenda No items

Business Items

Commitment of American Rescue Plan Act (ARPA) Funds

Kevin Ince, Finance Director

The Board of Commissioners held a work session October 16, where it was recommended to modify previous ARPA State and Local Fiscal Recovery Funds (SLFRF).

Commissioner Drago motioned to approve Resolution R-2024-24 to modify the commitments of the American Rescue Plan Act State and Local Fiscal Recovery Funds as stated therein.

Commissioner Wenholz seconded. Vote: Unanimous approval.

Public Hearing

Fiscal Year 2025 (FY2025) Supplemental Budget – Multi Program

Kevin Ince, Finance Director

A recommitment of ARPA SLFRF funds as decided during the preceding business item, reallocation of grant funds from Oregon Business Development Department to the Airport Fund for a cultural resource survey, and the search and rescue vehicle with Forest Service funds.

Commissioner Wenholz motioned to approve Resolution R-2024-25 adopting the supplemental budget for FY2025 and adjusting appropriations as detailed therein. Commissioner Drago seconded. Vote: Unanimous approval.

Business Items Continued

FY2025 Budget Resolution Adjustments and Transfers of Appropriations

Kevin Ince, Finance Director

The Assessment and Tax department had a “Mobile Assessor” capital project planned for FY2024, however the project carried over into FY2025. The adjustment transfers funds from general operating contingency in the General Fund to the Assessment & Tax department in the General Fund.

The Community Corrections fund has a pass through of grant funds from the Justice Reinvestment Grant which funds the department, and as a requirement of the grant, funds must be passed through to fund Mt. Emily.

Commissioner Drago motioned to approve R-2024-26 and R-2024-27 to adjust the FY2025 budget and make the transfers of appropriations as described therein. Commissioner Wenholz seconded the motion. Vote: Unanimous approval.

Approval of Morrow County Public Transportation (MCPT) 5310 and 5311 Grants

Patrick Keely, Interim Transit Manager

These are formula grants for fixed sums with match value, based on payroll and other pieces from Oregon Department of Transportation (ODOT) for the 2025-2027 biennium. Grant 5310 would allow for rightsizing of vehicles making them ADA compliant to serve more customers. Grant 5311 provides funds for administrative and preventative costs for MCPT.

Commissioner Wenholz motioned to approve the 5310 and 5311 grants as prepared so they can be submitted before the November 20, 2024 deadline. Commissioner Drago seconded. Vote: Unanimous approval.

Unauthorized Distribution of Funds

Kevin Ince, Finance Director

An internal control breakdown was identified in the Accounts Payable area of the Finance Department which resulted in unapproved invoices being paid out in a packet of reviewed and approved invoices. The control breakdown was corrected after its discovery. No action is needed from the commissioners.

County Accountant Rejection of Claim

Kevin Ince, Finance Director

An invoice in the amount of \$5,880 for temporary janitorial services was submitted for payment. Upon review, it was determined that the invoice amount exceeded the \$5,000 procurement threshold which requires obtaining at least three quotes from service providers. Because of this, payment cannot be authorized without Board of Commissioners approval.

Commissioner Wenholz motioned to authorize payment of the invoice. Commissioner Drago seconded. Vote: Unanimous approval.

Interim Transit Manager Working out of Class

Lindsay Grogan, HR Director; Vincent Guerrero, Assistant County Administrator

The Transit Manager resigned effective October 18, and the Transit Supervisor agreed to work as interim manager. Per the working out of class policy, this entitles the interim manager to either receive a temporary 5% increase from their current salary, or in this case base pay of the higher position.

Commissioner Wenholz motioned to designate Pat Keely to work out of class at step 1 of grade 25. Commissioner Drago seconded. Vote: Unanimous approval.

Compensation Board Appointment

Lindsay Grogan, HR Director

Maria Richards of Boardman has 30 years of experience with Lamb Weston, is a business owner, and a former member of Boardman Chamber of commerce expressed interest in being a part of the Compensation Board.

Commissioner Drago motioned to appoint Maria Richards to a 4-year term on the Compensation Board effective January 1. Commissioner Wenholz seconded. Vote: Unanimous approval

2024 Natural Hazard Mitigation Plan

Tamra Mabbott, Planning Director; Daisy Goebel, Principal Planner

Further changes needed were identified and the Natural Hazard Mitigation Plan was not approved.

Code Amendment AZ-154-24 Second Reading

Daisy Goebel, Principal Planner

Additional necessary edits were found, and a work session to collaborate on the code amendments was suggested.

Discussion of the Oregon/Idaho State Border

Matt McCaw, Executive Director, Greater Idaho

This is the third meeting of 2024 discussing moving the Oregon/Idaho border, complying with Morrow County citizens' vote to require the Board of Commissioners to meet and discuss changing the border three times annually.

Performance Review of Retirement Fund Administration

David Sykes, Commission Chair

The retirement fund administrator, NBS, with Nationwide holding the funds, have been providing service to the County for almost a year. The transition has not gone smoothly, and retirees have experienced payment delays and poor customer service since the transition.

Commissioner Wenholz motioned to authorize staff to explore alternatives to Nationwide and NBS for providing those services. Commissioner Drago seconded. Vote: Unanimous approval.

Rowan Digital Letter of Recommendation Request

It was decided that the Board and County do not have enough history with Rowan Digital Infrastructure (Rowan) to sign the letter of recommendation. County Administrator, Matthew Jensen, will reach out to Rowan and instruct them that if the intended recipient has questions about the County's experience with Rowan, they can reach out to Mr. Jensen or the Planning department.

Consideration of ATV Grant

Greg Close, Park Manager; Vincent Guerrero, Assistant County Administrator

Commissioner Wenholz motioned to approve Resolution R-2024-30. Commissioner Drago seconded the motion. Vote: Unanimous approval

Commissioner Wenholz motioned to authorize the County Administrator to sign necessary documents for the grants. Commissioner Drago seconded. Vote: Unanimous approval

Update to Circuit Courthouse Project

Matthew Jensen, County Administrator

Relocating the Justice Court to the future Circuit Courthouse annex in Boardman is being proposed, which would alleviate scheduling conflicts and clear up the confusion of having two locations for court hearings.

Commissioner Drago motioned to direct staff to look into the annex in Boardman to include the Justice Court. Commissioner Wenholtz seconded. Vote: Unanimous approval.

January 2025 Meeting Schedule

Valerie Balard, Executive Assistant

The first scheduled meeting of January 2025 falls on New Year's Day, a holiday. Commissioners agreed to reschedule the meetings to January 8 and January 22, the second and fourth Wednesdays of the month.

Department Reports

The Finance Department report was provided by Kevin Ince

The Public Works report was provided by Eric Imes

The Fair report was provided by Sue Gibbs

The Administrator's report was provided by Matthew Jensen

Commissioner Reports

Brief reports on Commissioner activity were provided.

Executive Session 1:12 p.m.

Pursuant to ORS 192.660(2)(f), which allows the Commission to meet in executive session to consider information or records that are exempt by law from public inspection.

ORS 192.660(2)(h), which allows the Commission to meet in executive session to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

and

ORS 192.660(2)(e), which allows the Commission to meet in executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Resume 1:37 p.m.

No action was taken

Adjourn 1:37 p.m.