

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of April 15, 2020
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public Call in #: 541-728-0275

Commissioners Present: Chair John Shafer, Vice-Chair George Murdock, and Commissioner Bill Elfering

County Counsel: Doug Olsen

Attendance: Sheriff’s Office: Capt. Dave Williamson and Sgt. Josh Roberts; Dan Lonai, Administrative Services Director; Robert Pahl, Chief Finance Officer. **By telephone:** Michael Ward, Umatilla Basin Watershed Council, Executive Director; Tom Fellows, Public Works Director; Bob Waldher, Planning Director

CALL TO ORDER: Chair Shafer called the meeting to order at 9:00 a.m. He advised the meeting is closed to the public except the press; however, the general public may call in to the phone number provided. The meeting is being video and audio recorded and minutes will be taken. If you have something to say, please identify yourself and state where you live in order to be heard on the record – also note if you are speaking on behalf of others. He noted there is a point for public input before business items for other than items on the agenda.

Pledge of Allegiance was led by Commissioner Shafer.

Awards/Correspondence/Recognition – none.

Minutes – Commissioner Murdock moved to approve the Board minutes from the meetings of 4/1/20 and 4/6/20. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda – none. However, Chair Shafer noted he will move up the Sheriff’s Office item #8 to the first business item.

Public Comments – none.

Business Items

1. **UCSO Vehicle Cage.** Presented by Sgt. Josh Roberts. This is for the payment for placing the cage in the new vehicle for the K9 program, reinstated in 2019. The quote from Emergency Responder Services to install the cage didn’t include some items caused by the vehicle being built “road ready”. Rewiring is required in addition to the usual emergency equipment. He explained an oversight with the cost overrun of about \$2,000. In response to Commissioner Murdock’s question about the heat alarm, Sgt. Roberts explained it is separate and indicates if the interior is getting too hot. **Motion was made by Commissioner Murdock to approve the payment of \$6,539.00. Seconded by Commissioner Elfering. Carried, 3-0.**
2. **Umatilla Basin Watershed Council.** Michael Ward, Executive Director of UBWC, presented via phone. He gave overview and talked about photos of the completed bridge on Wildhorse Creek in the City of Athena, which in part used Umatilla County’s annual funding contribution. The new bridge eliminated the structure that was impeding fish flow. He noted the importance of fish movement with this project. Commissioner Shafer advised he drives over the bridge every day. It is a great improvement. Mr. Ward added he is in communication with Tom Fellows, Public Works, regarding other structures moving forward. County support assisted in making this happen. The Board thanked Mr. Ward for his presentation.

3. Asphalt Oil Contract. Presented by Tom Fellows, Public Works Director, via phone. This is an annual contract for chip seal oil. An invitation to bid was issued and three bids were received. The recommendation is to go with Western States Asphalt with the low bid of \$308/ton. Last year, the County paid \$397/ton for same product – prices have come down considerably. **Motion was made by Commissioner Elfering to approve the contract with Western States Asphalts. Seconded by Commissioner Murdock. Carried, 3-0.**
4. Road Department Payable – Fence Repair. Presented by Mr. Fellows. This is for repairs at Stanfield Public Works site as a result of the flood. A new fence was needed. Quotes were obtained and the lowest was from Fence Tite Rite at \$5,698.75. It is recommended for approval. **Motion was made by Commissioner Murdock to approve payment of \$5,698.75. Seconded by Commissioner Elfering. Carried, 3-0.**

Commissioner Murdock asked Mr. Fellows to report on the status of Harris Park. Mr. Fellows noted work is continuing, and as part of UEC getting power in much sooner and Chip Zessin (manager) making repairs to the water system, we are on track to be in a good position for possible opening in the next few weeks. Damage to scenery is still evident, but hopefully visitors will get in soon.

5. Survey/Road Department Payable - Plotter. Mr. Fellows presented. The current plotter (Canon copier) broke down and can't be repaired. Approval is sought to purchase a new plotter in the amount of \$8,939. **Motion was made by Commissioner Murdock to approve. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Controlled Access Policy. Presented by Dan Lonai, Administrative Services Director. We are looking to get to single entry at the courthouse at this time, and, in the future, perhaps at Stafford Hansell Government Center in Hermiston. The main purpose is for security. At this time, keys are an issue with people losing them -- rekeying is expensive and time-consuming. Going to the fob access system will be easily be activated and deactivated as well as better tracking and tightening security with this policy. He also commented about state courts will be involved and procedures will be adjusted for their access. The plan is to make the policy effective 4/1 and on 4/24 will plan to cut over to the new fob access system. In response to Commissioner Elfering's question about security, Mr. Lonai advised the fobs will be encrypted (current ones are not). **Motion was made by Commissioner Elfering to adopt Policy AS-12.0. Seconded by Commissioner Murdock. Carried, 3-0.**
7. Elections Payable – Ballot printing. Mr. Lonai presented. The payable is the printing of the ballot. This bill is up a bit from prior years. It is for the upcoming primary, which includes the Presidential election. Approval is sought for the payable to Ryder Elections in amount of \$19,235.58. It requires special paper and the "stuffing" process changed over last few years to save some expenses with local work and has helped with reducing errors. This process has worked well. There is security involved and certified with Ryder Elections out of Bend, Oregon. **Motion was made by Commissioner Murdock to approve payment of \$19,235.58. Seconded by Commissioner Elfering. Carried, 3-0.**
8. EFSC Comment Letter. Presented by Bob Waldher, Planning Director, via phone. Approval is sought for the letter to the Energy Facility Siting Council for the Nolin Hills Wind project. Due to its size, the project is to be evaluated by EFSC. Since Umatilla County is a cooperating agency, it has the ability to review the application and make comments, which go to the Department of Energy. He gave a brief overview. Most important, there is issue/concern with the 2-mile setback requirement as well as aggregate supplier (which could potentially need additional permits). There is also some concern about the water supply source. The preference is that they work with municipalities. Statute allows some leeway for compliance with statewide planning goals; however, Umatilla County's local criteria has not been met.

In response to Commissioner Elfering’s question as to what happens from this point since this is a preliminary application, Mr. Waldher noted it is about half way through – it has been two years from notice of intent with overview of the project, reviewed at that time. At this time is review of the site certificate on the County’s part. Comments will be provided and the applicant will be asked to address comments and concerns. Public hearings will be held during the entire process. **Motion was made by Commissioner Elfering to approve the comment letter to Oregon EFSC. Seconded by Commissioner Shafer. Commissioner Murdock recused himself. Carried, 2-0.**

9. Compensation Review Committee. Presented by Mr. Olsen. This is annual action for an appointment of a Compensation Committee. There are three people proposed for the annual appointment to the committee: George Anderson, Pat Hagan, and Molly Tucker Hassenbank. The committee makes recommendations to the Budget Committee for the compensation for elected officials. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-026. Seconded by Commissioner Elfering. Carried, 3-0.**
10. HELP Grants. Presented by Commissioner Elfering, who sits on the committee (Helix Enhancement Launch Program). They met last week and recommend two grants to fund: Helix School District of \$16,750, and City of Helix of \$16,750. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-0027. Seconded by Commissioner Murdock. Carried, 3-0.**
11. HELP Board Appointments. Presented by Commissioner Elfering. The terms of many members of the HELP Board are expiring: Jack Bascomb, Darrick Cope, Michael Odman, and Gerald Terjeson. They are willing to continue serving. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-028. Seconded by Commissioner Murdock. Carried, 3-0.**
12. Supplemental Budgets – Public Hearing. Staff report was presented by Robert Pahl, Chief Finance Officer. There were five supplemental budgets, Budget Orders numbered: Order 2020-34 (General Fund – General County) requires increases in Beginning Cash of \$680,000, in Local Revenue of \$70,000, in Personnel Services of \$40,000, in Materials & Services of \$260,000, in Transfers Out of \$250,000, and in Contingency of \$200,000. Order 2020-35 (Human Services - SE63 Peer) requires increases in Beginning Cash of \$28,000, in Local Revenue of \$30,000, in State Revenue of \$225,000, in Personnel Services of \$38,000, in Materials & Services of \$12,000, and in Contingency of \$233,000. Order 2020-36 (Human Services - SE66 Treatment) requires increases in Beginning Cash of \$145,000, in Personnel Services of \$20,000, in Materials & Services of \$107,000, and in Contingency of \$18,000. Order 2020-37 (Human Services – SE80 Gambling Prevention) requires increases in Beginning Cash of \$7,000, in Materials & Services of \$1,000, and in Contingency of \$6,000. Order 2020-38 (Human Services - 2145 Alcohol/Mental Health Tax Program) requires increases in Beginning Cash of \$32,000, in Local Revenue of \$1,000, in Personnel Services of \$10,000, and in Contingency of \$23,000.

Chair Shafer called the public hearing to order at 9:46 a.m. He asked for public comments. With none being heard, Chair Shafer closed the public hearing at 9:48 a.m.

Deliberations. There were no questions of Mr. Pahl.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/20:
Commissioner Elfering moved to adopt Budget Order No. 2020-34 (Program 9001 – General County).
Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-35 (Program 5420 – SE63-Peer).
Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-36 (Program 5421 – SE66-Treatment).
Seconded by Commissioner Murdock. Carried, 3-0.**

Commissioner Elfering moved to adopt Budget Order No. 2020-37 (Program 5424 – SE80-Gambling Prevention). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-38 (Program 5426 – 2145 Alcohol/Mental Health Tax). Seconded by Commissioner Murdock. Carried, 3-0.

13. Budget Transfers. Presented by Mr. Pahl. There were seven budget transfers, Budget Orders numbered: Order 2020-31 (General Fund - Board of Commissioners) requires increases of \$15,000 for Personnel Services, of \$35,000 in Materials & Services, and a decrease of \$50,000 in Contingency. Order 2020-32 (General Fund – Communicable Disease Program) requires an increase of \$60,000 in Personnel Services and a decrease of \$60,000 in Contingency. Order 2020-33 (General Fund – Health Department) requires an increase of \$35,000 in Materials & Services, and a decrease of \$35,000 in Contingency. Order 2020-39 (Human Services Fund – School Based Mental Health) requires an increase of \$166,000 in State Revenue and a decrease of \$166,000 in Transfers In. Order 2020-40 (Fair Fund – County Fair) requires an increase of \$15,000 in Personnel Services and a decrease of \$15,000 in Contingency. Order 2020-41 (Environmental Health – On-Site Septic) requires an increase of \$13,000 in Materials & Services and a decrease of \$13,000 in Contingency. Order 2020-42 (Community Benefits Projects – Wind Farm Distribution) requires an increase of \$500,000 in Materials & Services and a decrease of \$500,000 in Contingency.

In the matter approving Budget Transfers pursuant to ORS 294.463 for FY ending 6/30/20:

Commissioner Elfering moved to adopt Order Budget2020-31 (Program 1004-Board of Commissioners). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-32 (Program 5513-Communicable Disease). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order Budget2020-33 (Program 5534-Health Department). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-39 (Program 5429-School Based Mental Health). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order Budget2020-40 (Program 4042-County Fair). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-41 (Program 5514-On Site Septic Program). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-42 (Program 1650-Wind Farm Distribution). Seconded by Commissioner Murdock. Carried, 3-0.

Executive Session – none.

Commissioners' Reports

Commissioner Murdock noted with state courts closed, the maintenance crew has been able to do a lot of improvements/construction at the courthouse (chiller replacement and first floor security access at the front door).

Commissioner Elfering talked about COVID-19 relief and similar things – he feels some information is not getting out as well as it should for public benefit. He is in the process of putting together a letter of explanation for what is out there – citizens need to take advantage of what is available.

Commissioner Shafer commented he had heard about banks getting a lot of interest in small business loans. Commissioner Murdock felt it is most expedient for banks to get loan funds out since they are set up for it.

Regarding a letter of support to get funds to counties ASAP, Commissioner Murdock noted AOC is requesting all counties take action to sign on in support to urge all available funds go to counties. **So moved to approve by Commissioner Murdock. Seconded by Commissioner Elfering. It was agreed the county's letter will be signed by all three commissioners. Carried, 3-0.**

Commissioner Shafer also reminded all about flood relief at the [disasterassistance.gov](https://www.disasterassistance.gov) website for help from FEMA as well as a phone # 800 621 3362 (FEMA). Normally, FEMA would do onsite inspections, but due to COVID19, it will be virtual -- over the phone and online by internet.

The meeting adjourned at 9:58 a.m.

Respectfully submitted,
Melinda Slatt, Executive Secretary,
Umatilla County Board of Commissioners