

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**

Meeting of October 21, 2020  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon  
*Public Call in #: 541-728-0275*

\*\*\*\*\*

**Commissioner Present:** Chair John Shafer  
**Commissioners attending remotely:** Vice-Chair George Murdock and Commissioner Bill Elfering  
**County Counsel:** Doug Olsen  
**Guests Present:** Sgt. Adam Gregory, Sheriff’s Office; Robert Pahl, CFO; Dan Dorrان, Hermiston  
**Video or Calling in:** Bob Waldher, Planning Director; Amy Ashton-Williams, Human Services Director; Jennifer Blake, Human Resources Director; Dan Lonai, Administrative Services Director; Undersheriff Jim Littlefield; Staci Kunz, Transit Coordinator-EOBS; Nick Nash, Eastern Oregon Business Source

\*\*\*\*\*

**CALL TO ORDER:** Chair Shafer called the meeting to order at 9:00 a.m. He reminded all that the meeting is a public forum and there is a call-in option provided. The meeting is being video and audio recorded and minutes will be taken. Comments will become part of the meeting record. If persons wish to speak before the Board, please come to the podium, if in person, 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 agenda items.

**Pledge of Allegiance**

**Awards/Correspondence/Recognition.** Chair Shafer read letters: 1) From Milton-Freewater Public Works. Kudos to Umatilla County Public Works maintaining city streets with a chip-seal project – minimal disruption and great work. 2) From Sam Pambrun, Adams, kudos to L.G. Bullock’s road crew for the recent timely clean-up of ditches.

**Minutes** – Commissioner Murdock moved to acknowledge the Board minutes from the meeting of 10/7/20. **Seconded by Commissioner Elfering. Carried, 3-0.**

**Additions to Agenda** – None.

**Public Comments** – None.

**Business Items**

1. **Transit Plan Update.** Presented by Bob Waldher, Planning Coordinator. This is update the Coordinated Human Services Public Transportation Plan, which was last done in 2016. The state requires updates be done every three years and every five years the full plan is reviewed. In 2019 a contract was made with Eastern Oregon Business Source to assist in the draft of the update, and the plan update was made starting in 2020. In May and June, stakeholders, transit providers, and members of the public were given the opportunity to provide input into the updated plan. He introduced Nick Nash from EO Business Source, and Staci Kunz, the County’s Transit Coordinator (via video). Nash presented highlights of updates, noting the guiding principle is to include diversity. An online survey was available throughout our county and neighboring counties. Structure is in place but with flexibility for transit goals. Needs assessment included 18 goals, of which he

highlighted three. Goal 3, improving driver recruitment and retention – qualified transit drivers is important everywhere. Providers are urged to recruit trained drivers. Goal 4: making information and advertising information available in Spanish including materials (i.e. route maps and schedules). Radio, print media and individual outreach are hoped to increase ridership and accessibility to many residents. Goal 7, working with IMESD to help with chronic absenteeism. It is an excellent opportunity for education and access with the transit system. Lastly, creation of a transit coordinator position, filled by Staci Kunz. This program is a great innovation and provides a unique public/private partnership. Ms. Kunz will be instrumental in working on goals of the plan.

Commissioner Elfering commented on the positive goals and of the importance of getting the word out that transit is available, in particular for the workforce.

In response to Commissioner Murdock’s question about getting qualified drivers, Mr. Nash advised the trouble seems to be a combination of salary and also going through a slow shift from older programs. Also, previously there were volunteer drivers and now being paid drivers requires different focus. Also, the routes may make it a less desirable job.

Commissioner Murdock then asked about the creative ad plan that reflected all participants to be used for advertising early-on, then COVID stuck -- where is that now? He believed there was a draft diagram presented to the Commissioners several months back. Mr. Nash advised that is EOGO, wherein Ms. Kunz created the website, EOGO.org, which brings all transit systems together for updated information. That is new with this update since the last plan.

Commissioner Murdock’s last question was about expanding ridership and reaching out in particular to minorities. Mr. Nash noted it seems that all riders want to use the system to go to the grocery store, medical appointments, shopping, visit a friend, etc. He felt there is only a small difference in reaching out to those communities.

**Motion was made by Commissioner Elfering to approve the transit plan update and adopt Order No. BCC2020-075. Seconded by Commissioner Murdock. Carried, 3-0.**

2. Burn Ban. Presented by Mr. Waldher. The lifting of the burn ban is before the Board for consideration. The Board earlier in the summer on July 1 put into effect a non-agricultural burn ban as is traditional due to dry conditions and wildfire season; now is the usual time to lift the non-ag ban especially with cooler and wetter conditions. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-073 (to take effect at 11:59 a.m. on 10/22 in unincorporated areas of the county). Seconded by Commissioner Murdock. Carried, 3-0.**
3. Human Services Electronic Records. Presented by Amy Ashton-Williams, Human Services Director (by video). Authorization is sought for a new electronic health record system, which would be is fully integrated with the clearinghouse and will be more streamlined for billing. It includes claims already filed with direct access for approval/denial for much quicker and more accurate information access. The annual cost would \$60,000 (which is about the same as the county now pays). After assessing the new system, a few extras were taken out as not needed to make the cost comparable. GOBHI has agreed to pay the \$52,500 implementation cost. **Commissioner Elfering moved to approve. Seconded by Commissioner Murdock. Carried, 3-0.**
4. ATV Purchase. Presented by Sgt Gregory, Sheriff’s Office. This is to seek approval to purchase two ATV’s funded through a 2019 grant from the Oregon Parks & Recreation Department. The last new ATVs were purchased in 2010, which are costlier to repair, but they will be kept and used to supplement where needed (i.e. Search & Rescue). Bids will be let included needed outfitting; the recommendation is to go with Yamaha or a similar model that best fit the needs. There is a 20% grant match of approximately \$5,000. The ATV program provides a lot more hours patrolling within forest areas. Chair Shafer noted a lot of positive feedback

with that. And, Sgt. Gregory advised the Forest Service is also very supportive. **Motion was made by Commissioner Elfering to approve invitation for bids. Seconded by Commissioner Murdock. Carried, 3-0.**

Undersheriff Littlefield also expressed appreciation to Sgt. Gregory for his great work in applying for grants noting this ATV program has been very successful. Chair Shafer agreed.

5. Controlled Access for New Office. Presented by Dan Lonai, Administrative Director (by video). Authorization is sought for new fob entry access for new A&D office in Pendleton (moving to the Brown Building, ground floor, from the Bowman Building, second floor). A confidential area would allow safety access and security for HIPPA confidential information. Local contractor is UniTech at a cost of \$7,419. Department funds are available to pay for it. Another positive of the move and access is it allows IT to work after hours if needed and to not interfere with daytime functions. In addition, at Commissioner Murdock's request, Mr. Lonai advised a handicap ramp access is being installed and also handicap accessible restrooms. Chair Shafer added that work is to be done before the move in a month or so. Access is a high priority for A&D and Veterans clients. Commissioner Murdock advised there has been public concern with the access piece and the ramp is a must; it will be done prior to the move. **Commissioner Murdock moved to approve the purchase. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Elections Payable. Presented by Mr. Lonai. This payable before the Board for approval is for annual expense of printing of ballots. The payable to Ryder Elections Services in the amount of \$19,597.99 is an ongoing normal expense for every election. There are over 46,000 registered voters in the county. In response to Chair Shafer's question, Mr. Lonai didn't have any idea of return percentage for the current election. A lot of ballots have been submitted already and the boxes are stuffed full. **Commissioner Elfering moved to approve the payable. Commissioner Murdock seconded. Carried, 3-0.**
7. Computer Purchase Payable – Public Health. Presented by Mr. Lonai for the approval of a payable for additional computers. These computers are for the Public Health tracking center. The total amount is \$11,237.95 payable to Price Computers in Milton-Freewater. In response to Chair Shafer's question, Mr. Lonai advised funds for computers are coming through CARES (about 99% and the other small hardware items will be paid through individual budgets).

Commissioner Elfering had another question about COVID funding. Robert Pahl, CFO, advised the initial contract with the state for CARES funding for general county use was in the neighborhood of \$3.2 million, which has all been spent. And, he was unsure if the state will have another round of COVID relief funds. However, the Health Department receives another stream of funding, so that will fund the computers purchase. There are some funds still available in that budget. All COVID related tracking is still done for reimbursement.

Commissioner Murdock added the last report he got was 44% of the funds allocated for cities in the county have been spent at this time, but the statewide total is 100%. There is a possibility if funding is returned to the state, redistribution may be available. He praised Mr. Pahl and Marie Simonis for financial tracking.

**Commissioner Murdock moved to approve the payable of \$11,237.95 to Price Computers. Commissioner Elfering seconded. Carried, 3-0.**

8. Laptop Purchase Payable. Presented by Mr. Lonai. This is another payable for computers, this one is for the executive team – Board of Commissioners, legal counsel, commission secretary, HR, finance, planning, and records -- for remote access and if quarantine measures are needed. Funds are available through CARES. The total amount is \$14,807, also from Price Computers. **Commissioner Murdock moved to approve the payable. Commissioner Elfering seconded. Carried, 3-0.**

9. Maintenance Payable. Presented by Mr. Lonai. A payable is before the Board for approval due to the amount. This one is for the DA's office as a result of the expansion into Room 316. Extra space was required with staff doing more business at the courthouse rather than at the courts in Hermiston as a result of the State Courts' schedule and court closures. **Commissioner Elfering moved to approve the payable of \$8,903 to E&S Hardware & Supply. Commissioner Murdock seconded. Carried, 3-0.**
10. Computer Payable for DA. Mr. Lonai presented another payable for approval. Additional computers were required for the District Attorney's office at a cost of \$6,788 from Price Computers. **Commissioner Murdock moved to approve. Commissioner Elfering seconded. Carried, 3-0.**
11. Public Health Payable. Presented by Doug Olsen. This payable to EO Media Group is for COVID related public education and advertising, including masks mailed with newspapers. Approval is sought for a payable of \$86,325.04. **Commissioner Murdock moved to approve. Seconded by Commissioner Elfering.** Question to Mr. Pahl about available money; he advised it will be paid through Health Department funding, which is ample to cover it. Commissioner Murdock added this program was initiated some time ago, with the county-wide advertising and messaging about "masks save lives". It has been a great effort. **Motion Carried, 3-0.**
12. Supplemental Budgets – Public Hearing. Chair Shafer called the public hearing to order at 9:51 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were twelve supplemental budgets, Budget Orders numbered: Order 2021-02 (General Fund: Tax Collector Program) requires increases in Transfers In of \$3,000 and in Materials & Services of \$3,000. Order 2021-03 (General Fund – Communicable Disease Program) requires increases in State Revenue of \$468,000 and in Personnel services of \$468,000. Order 2021-05 (Human Services – School Based Mental Health Program) requires a decrease in Personnel Services of \$96,000 and an increase in Transfers Out of \$96,000. Order 2021-06 (Fair Improvement Program) requires an increase in Transfers Out of \$19,000 and a decrease in Contingency of \$19,000.

Order 2021-07 (Community Justice – Treatment Court Program) requires increases in Local Revenue of \$13,800, in State Revenue of \$235,255, in Federal Revenue of \$355,054, and in Materials & Services of \$584,109. Order 2021-08 (Economic Development – Reserve Program) requires increases in Transfers In of \$1,500,000 and in Materials & Services of \$1,500,000. Order 2021-09 (Wind Farm Distribution Program) requires an increase in Transfers Out of \$1,500,000 and a decrease in Contingency of \$1,500,000. Order 2021-10 (2050 Plan – Central Water Project) requires an increase in Local Revenue of \$45,000 and an increase in Materials & Services of \$45,000.

Order 2021-11 (Capital Projects – Stafford Hansell Government Center Improvement) requires an increase in Transfers Out of \$47,000 and a decrease in Contingency of \$47,000. Order 2021-12 (Capital Projects – Milton-Freewater Facility Improvement) requires an increase in Transfers Out of \$48,000 and a decrease in Contingency of \$48,000. Order 2021-13 (Capital Projects – Courthouse Facility Improvement) requires an increase in Transfers Out of \$23,000 and a decrease in Contingency of \$23,000.

Chair Shafer asked for public comments or questions. With none being heard, Chair Shafer closed the public hearing at 9:55 a.m.

Deliberations. None.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/21: Commissioner Elfering moved to adopt Budget Order No. 2021-02 (Program 3066 – Tax Collector). Seconded by Commissioner Murdock. Carried, 3-0. Commissioner Elfering moved to adopt Budget Order No. 2021-03 (Program 5513 – Communicable Disease). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-05 (Program 5428 – School Based Mental Health). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-06 (Program 4023 – Fair Improvement). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-07 (Program 1534 – Treatment Court Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-08 (Program 1031 – Economic Development Reserve). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-09 (Program 1650 – Wind Farm Distribution). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-10 (Program 4060 – Central Water Project). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-11 (Program 9084 – Stafford Hansell Government Center Improvement). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-12 (Program 9088 – Milton-Freewater Facility Improvement). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2021-13 (Program 9084 – Courthouse Facility Improvement). Seconded by Commissioner Murdock. Carried, 3-0.**

13. Budget Transfer. Presented Mr. Pahl. There was one budget transfer, Budget Order 2021-04 (Foreclosed Property) requires an increase of \$3,000 in Transfers Outs and a decrease of \$3,000 in Contingency.

**In the matter approving a Budget Transfer pursuant to ORS 294.463 for FY ending 6/30/21:**

**Commissioner Elfering moved to adopt Budget Order No. 2021-04 (Program 3017 – Foreclosed Property). Seconded by Commissioner Murdock. Carried, 3-0.**

14. Wildhorse Foundation. Presented by Commissioner Murdock. His term on the Wildhorse Foundation Board will be expiring and the county needs to make a nomination to the CTUIR Board of Trustees for its action. He has served several terms on the Wildhorse Foundation Board and indicated to them that Commissioner Shafer is available/eligible and could replace him. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-074. Seconded by Commissioner Elfering. Carried, 3-0.**

15. Vehicle Lease. Chair Shafer presented. His car is up for replacement with its high mileage. The recommendation is to go through the county’s Enterprise lease program for a new vehicle . His current vehicle (2017 Chevrolet Equinox SUV) will go to the Extension Service. **Commissioner Elfering moved to approve lease of a 2020 Chevrolet Equinox from Enterprise Fleet Management. Commissioner Murdock seconded. Carried, 3-0.**

16. Board Meeting Schedule. Mr. Olsen presented. This is to reschedule the second meeting in November due to the AOC virtual conference, which conflicts with the Board’s usual morning schedule. It is proposed to meet at 1:30 pm on November 18. **Commissioner Murdock moved to approve. Commissioner Elfering seconded. Carried, 3-0.**

**Executive Session** – none.

### **Commissioners’ Reports**

Commissioner Elfering: At a meeting on Thursday with the CDA, there was further discussion of the issue of property on depot being transferred. The issue is back on the CDA’s agenda to take action on a “walk back” for

proper disposition. Secondly, he will meet Thursday with engineer from Anderson-Perry and CDA director Greg Smith regarding a potential wastewater project and the associated feasibility study to move forward.

In response to Commissioner Murdock's question if it would be a good idea for this Board to make its intention/desires known to the CDA, Mr. Olsen advised yes. There was discussion about the best way to move forward. Mr. Olsen advised, at this time, it is best to memorialize the Umatilla County Board's opposition to the CDA board's motion made at its October 8 meeting regarding the plan for the disposition of the property. **Motion was made by Commissioner Murdock to memorialize the Umatilla County Board's opposition to the CDA Board's motion made at its October 8 meeting regarding the disposition of the Depot property. Seconded by Commissioner Elfering. Carried, 3-0.**

Commissioner Murdock: Oregon Regional Solutions has started to conduct racial equity meetings every Wednesday afternoon. The first meeting was last week. There is a commissioner from each county in our region as well as a few other interested parties.

Commissioner Shafer: Nothing to add.

The meeting adjourned 10:12 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners