

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of December 21, 2022  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

\*\*\*\*\*

**Commissioners Present:** Chair John Shafer, Vice-Chair Dan Dorran, and Commissioner George Murdock

**County Counsel** Doug Olsen

**Guests Present:** Robert Pahl, Chief Finance Officer; Jennifer Blake, Human Resources Director; Dan Lonai, Administrative Services Director; Megan Davchevski, Planner/Transit Coordinator; Tom Fellows, Public Works Director; ; Riley Wortman, IT; Mark Tanner, Facilities Manager

**Video link or Calling in:** Cindy Timmons, Commissioner-Elect; Joe Fiumara, UCo Health Director

\*\*\*\*\*

**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. There is time on the agenda to provide input (or for hearings) to provide comment. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are now live-streaming. Comments will become part of the meeting record. If persons wish to speak before the Board, 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.

**Pledge of Allegiance**

**Awards/Correspondence/Recognitions.** Commissioner Shafer noted that this is the last meeting for Melinda Slatt, who is retiring. The Commissioners presented a gift of a Pendleton blanket and pillow shams and congratulated her on her retirement.

**Minutes** – Commissioner Murdock moved to approve the minutes from the 12/7/22 Board meeting. **Seconded by Commissioner Dorran. Carried, 3-0.**

**Additions to Agenda** – None.

**Public Comments and Recognition of Visitors** This is the time for public input for anything not on the regular agenda. None were heard.

**Business Items**

1. **Public Works Purchase - Grader.** Presented by Tom Fellows, Public Works Director. The purchase of a new grader is being requested. The department is always looking to maintain an up to date fleet, under warranty and good buyback return. Under the current proposal, the guaranteed buyback is amount is increased – Pape has done this before. Authority is requested to purchase a John Deere 672G 6WD motor grader from Pape Machinery. This will be utilizing the Sourcewell contract for a price of \$747,783. Purchase price of the New motor grader to Umatilla County after the discount will be \$440,883.00 with a guaranteed buy back price at 5 years or 5000 hours of \$287,488. This purchase is a budgeted purchase and is part of the annual equipment replacement list. Due to the lag time on factory orders this machine is not expected to be delivered until July or August of 2023. **Commissioner Dorran moved to approve the purchase as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**

2. Public Works Purchase – Skid Steer. Presented by Tom Fellows, Public Works Director. Authority is requested to purchase a John Deere 332G skid steer as a crusher support machine. They currently have a CAT skid steer attached to the crusher purchased in 1998. The goal is to update the machine currently at the crusher and surplus the CAT skid steer to the park to support park maintenance operations. The purchase price of the new skid steer will be off of the Sourcewell contract #032119JDC in the amount of \$81,133.00 from Pape Machinery. The older machine will go to Harris Park. **Commissioner Murdock moved to approve the purchase as outlined. Seconded by Commissioner Dorrn. Carried, 3-0.**
3. Harris Park Purchase – Lawn Mower. Presented by Mr. Fellows. Harris Park is requesting the approval of the purchase of a John Deere 2920M ZTnk commercial mower for the park. This mower will be an addition to the mowing fleet. The new John Deere mower will be purchased through Oregon Lawn and Grounds Maintenance Equipment contract #1744 from RDO Agriculture Equipment Co. The purchase price of the new machine is \$10,077.90. **Commissioner Dorrn moved to approve the purchase as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
4. STIF Plan. Presented by Megan Davchevski, Planner/Transit Coordinator. Reminder that previously there were two different funds – STF and STIF – that are now combined into one under STIF. The Umatilla County Transportation Advisory Committee (UCTAC) met on November 29 and 30, 2022 to evaluate Statewide Transportation Improvement Fund Plan applications. The 2023-2025 STIF Plan now includes the Senior/Disabled transportation projects. ODOT is recommending Qualified Entities to budget for 20% increase of STIF Payroll revenues. The recommended amounts include payroll projects that will be funded if the additional 20% revenues are available. The UCTAC recommended approval of the attached STIF plan projects and funding amounts. Funding requests were more than the allocation estimates. She outlined estimates, totals and carryover from 2021-23. Four of the applicants are receiving less than what they requested. **Commissioner Dorrn moved to approve the Umatilla County STIF Plan for 2023-2025 and adopt Order No. BCC2022-066 and authorize the Board Chair to sign the STIF Plan application. Seconded by Commissioner Murdock. Carried, 3-0.**
5. Small Urban Project Grant. Presented by Ms. Davchevski. The Umatilla County Transportation Advisory Committee (UCTAC) met on November 29, 2022 to evaluate STIF 5310 (federal pass-through) and Small Urban project applications. ODOT is recommending Qualified Entities to budget for 20% increase of available 5310 and Small Urban funds. The UCTAC recommended projects to be funded at 120% of 5310 and Small Urban allocation estimates. The UCTAC recommended approval of the following 5310 and Small Urban project amounts: City of Hermiston: \$160,000 City of Pendleton: \$315,074.80 City of Milton Freewater: \$102,004.00 City of Milton-Freewater Small Urban: \$59,196 **Commissioner Murdock moved to approve the Umatilla County 5310 and Small Urban projects and authorize the Transit Coordinator to submit applications to ODOT as outlined. Seconded by Commissioner Dorrn. Carried, 3-0.**
6. Position Reclassification. Presented by Doug Olsen, county counsel. Request is made to restructure the Land Use Planning Department as follows: Land Use Planning Department will be renamed Community Development Department. This Department will encompass Community and Business Development as well as Land Use Planning. With this restructure the Community and Business Development Coordinator position at Range 34 will be reclassified to a Planning Division Manager position, Range 34. **Commissioner Dorrn moved to approve reclassification and renaming and restructuring a department as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
7. Public Health Fee Payment. Presented by Joe Fiumara, Public Health Director. UCo Health is continuing efforts for accreditation from the Public Health Accreditation Board. This requires an annual fee to paid, based on the population of the county. Funds to pay this fee will be based upon UCo Health’s cost allocation policy, this includes budgets that utilize general funds in the amount of \$5,600. To be paid all across various depts for allocation. **Commissioner Dorrn moved to approve. Seconded by Commissioner Murdock. Carried, 3-0.**

8. Furniture Purchase. Presented by Mr. Fiumara. UCo Health has expanded into the new location in Hermiston. There's still have need for tables and chairs for the 2 conference rooms and breakroom. The quote from Frazier's includes 24 chairs and 9 tables to appropriately furnish these rooms [in the amount of \$8,745.01]. Funds for this purchase will come from OHA Public Health Modernization. This will be the end of furniture purchase, he believes. **Commissioner Dorran moved to approve purchase as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
9. Public Health Signage. Presented by Mr. Fiumara. As part of UCo Health's accreditation efforts, we need to incorporate its logo into the outdoor facility signage. They have a quote from Signmen to make and install the new signage on our Pendleton location [in the amount of \$5,340 for cost plus permits]. The intent is to incorporate the new county logo signage when that is ready to be added. Also from modernization funds. **Commissioner Dorran moved to approve payment as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
10. Elections Payable – Electrical. Presented by Riley Wortman, IT. Approval is sought for a payable to Bend Mailing Services/BMS Technologies for ballot insertion for the primary election. This is a routine expense and is budgeted. The payable is before the Board for approval due to the amount of \$9,210.22. **Commissioner Murdock moved to approve the payable as outlined. Seconded by Commissioner Dorran. Carried, 3-0.**
11. Maintenance Payable. Presented by Mark Tanner, Facilities Mgr. Approval is sought for a payable to Murphy's Heating & Air LLC for repairs to the heating system at the juvenile/CDDP facility [in the amount of \$5,350]. The system is working, but the power supply needs a part to make the system whole. It needs resetting every 2 hours. The payable is before the Board for approval due to the amount. **Commissioner Murdock moved to approve the payable as outlined. Seconded by Commissioner Dorran. Carried, 3-0.**
12. Hospital Facility Authority Board. Presented by Mr. Olsen. The terms for two members on the Hospital Facility Authority Board will be expiring. One is not eligible for reappointment and the recommendation is to appoint Tim Seymour to the vacancy. Dr. Benschoter is willing to be reappointed. **Commissioner Dorran moved to adopt Order No. BCC2022-064. Seconded by Commissioner Murdock. Carried, 3-0.**
13. Echo Community Benefit Plan Grant. Presented by Mr. Olsen. The Echo Community Benefit Plan committee is recommending funding of an additional grant for the community benefit plan for 2022 [Echo Historic Museum, \$2,000 for fire escape door]. **Commissioner Murdock moved to adopt Order No. BCC2022-065. Seconded by Commissioner Dorran. Carried, 3-0.**
14. Ordnance Pipeline Valves Purchase. Presented by Mr. Olsen. The County issued an invitation to bid for purchase of valves for the Ordnance pipeline project. Seven bids were received. Recommendation is to award the contract to Consolidated Supply Co. in the amount of \$650,734. He noted two of the lower bids did not meet required specifications, so are "nonresponsive". **Commissioner Shafer moved to approve notice of intent to award contract as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
15. Forklifts Purchase. Presented by Mr. Olsen. The County issued an invitation to bid for purchase of forklifts for the Agape House, funded through a CDBG grant. Two bids were received. Recommendation is to award the contract to OCTANE Forklifts for two forklifts. **Commissioner Dorran moved to approve the notice of intent to award contract as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**

16. Board Meeting Schedule. Presented by Mr. Olsen. Due to the upcoming NACo legislative conference, the second Board meeting in February will not have a quorum available. A quorum is available on 2/22/23, through to accommodate schedules, the meeting would need to start at 9:30 a.m. **Commissioner Dorrان moved to approve rescheduling the February 15, 2023 Board meeting to February 22, 2023 at 9:30 a.m. Seconded by Commissioner Shafer. Carried, 3-0.**
17. Local Community Investment Project. Presented by Chair Shafer. Some ARPA funds were allocated for local community investment projects. Payment for a grant to the City of Stanfield for housing development support and infrastructure is before the Board for approval. In June 2022, the Board approved \$300,000 for the project. The current request is for an additional \$1.2 million. This will be similar to City of Pendleton revolving fund for improvements and replenishment. **Commissioner Shafer moved to approve the payment as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
18. Local Assistance Fund Grant. Presented by Comm Murdock. In 2020 there were issues with the City of Weston sewer system. He spoke to Mayor Thul regarding the project. The City is requesting the funds based on estimates and if the cost is below what they are anticipating, they will return unexpended funds to the county – similar to Echo project. Authorization is sought for a grant from the Local Assistance and Tribal Consistency Fund as part of the American Rescue Plan. The grant would be for emergency sewer upgrades for the City of Weston. The amount requested is \$90,000. **Commissioner Murdock moved to approve the grant payment as outlined. Seconded by Commissioner Dorrان. Carried, 3-0.**
19. Executive Session – none.

Commissioner Reports:

Commissioner Dorrان: Thanks to Melinda Slatt for her service to the county and the commissioners. This is the last meeting for Commissioner Murdock. Personal thank you to him for his mentorship and leadership. He appreciates his support.

Commissioner Shafer: Also thank you to Murdock since day one! Been a ride.

Commissioner Murdock: He will be going home to family but also leaving family at the county. He appreciates all of the work of the county employees, and also work with AOC. He has met many people. They have been fortunate for their experience living in Umatilla County. Commissioners work well together for all. Thank you for all to be part of it.

Meeting adjourned by Comm. Murdock at 9:33 a.m.

*Melinda Slatt*

Executive Secretary – Board of Commissioners