

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of October 18, 2023  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Vice-Chair John Shafer, and Commissioner Timmons  
**Commissioner Absent:** Chair Dan Dorran  
**County Counsel** Doug Olsen  
**Guests Present:** Robert Pahl, Umatilla County Chief Financial Officer; Tom Fellows, Umatilla County Public Works Director; Dan Lonai, Umatilla County Administrative Director

**Video link or Calling in:** None

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**CALL TO ORDER:** Vice-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 and ask that they be three minutes or under. 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** was led by Vice-Chair Shafer.

**Awards/Correspondence/Recognitions.**

**Minutes** – Commissioner Timmons moved to approve the minutes from the 09/06/2023 and 09/20/2023 Board meetings. Seconded by Commissioner Shafer. Carried, 2-0.

**Additions to Agenda** – None.

**Public Comments and Recognition of Visitors** – None

**Business Items**

1. **Public Works Purchase** – Presented by Tom Fellows, Umatilla County Public Works Director. The Public Works Department is requesting authority to purchase new radio repeater and antenna with hardware and installation for the Cabbage hill radio site. The old repeater system is outdated and no longer functions, so replacement is needed. **Commissioner Timmons moved to approve the purchase of radio equipment from Comm-Tech Inc. in the amount of \$8,893.00. Seconded by Commissioner Shafer. Carried, 2-0.**
  
2. **Road Maintenance Agreement** - Presented by Tom Fellows, Umatilla County Public Works Director. The Public Works Department is requesting approval to grade approximately 8.2 miles of canal roads for the Bureau of Reclamation in the Hermiston Area. Chet Sater with the BOR contacted the department and made the request. Since this is not on right of way eligible for state

highway fund use the County must be reimbursed for all coats. Reimbursement will be made through Stanfield Irrigation District for all work. Have done these for different entities in the past. **Commissioner Timmons moved to authorize to contract with BOR for canal road grading project. Seconded by Commissioner Shafer. Carried, 2-0.**

3. Copier Purchase - Presented by Dan Lonai, Umatilla County Administrative Services Director. The department is requesting permission to purchase a new color copier for the Records Office. The existing copier would be moved to the Hermiston Office so they can print 11x17 copies. Two proposals were received: Copiers Northwest \$6,013.33 and Canon Solutions \$7,813.48. They both bid the same Canon Copier. This Item has been budgeted for. Factoring in maintenance costs, the bid from Copiers Northwest is still lower. **Commissioner Timmons moved to approve the purchase from Copiers Northwest as outlined. Seconded by Commissioner Shafer. Carried, 2-0.**
  
4. Program Subscription Purchase - Presented by Dan Lonai, Umatilla County Administrative Director. This program is an additional layer of security to our anti phishing system. It uses AI to help with identifying malicious emails and removes them from all county email accounts. It reduces staff time to monitor the email system and increases security. The cost for a four-year contract is \$9,510.65. Can also provide feedback to person reporting. Will pay using funding from another project that will be delayed to future year. **Commissioner Timmons moved to approve purchase of a 4-year license for \$9,510.65. Seconded by Commissioner Shafer. Carried, 2-0.**
  
5. Pipeline Contract - Presented by Doug Olsen, County Counsel. Authorization is sought to contract with G6 Engineering LLC for controls integration services for the Central pipeline project. The proposal includes services and hardware. This is part of the budget for the project. **Commissioner Shafer moved to authorize personal services contract with G6 Engineering LLC for control integration services in the amount of \$156,180.00. Seconded by Commissioner Timmons. Carried, 2-0.**

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorran: None

Commissioner Timmons: None

Meeting adjourned by Vice Chair Shafer at 09:15 a.m.

*Lori Smith*

Executive Secretary – Board of Commissioners