

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of May 19, 2014  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Bill Elfering, Chair; George Murdock, Vice-Chair; and Larry Givens, Commissioner

**County Counsel:** Doug Olsen

**Members and Guests Present:** Bob Heffner, Director of Budget; Tamra Mabbott, Director of Planning; Dan Lonai, Director of Administrative Services; Hulette Johnson, Director of Economic Development

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**CALL TO ORDER**

The meeting was called to order at 9:05 a.m. Commissioner Bill Elfering reminded all present that the meeting was a public forum.

**Pledge of Allegiance.** Those in the room stood, saluted the flag and recited the Pledge of Allegiance.

**Awards/Recognitions/Correspondence**

Commissioner Murdock read correspondence:

1. **Thank you** from Airport Manager Steve Chrisman and the City of Pendleton regarding county funding of the Eastern Oregon Regional Airport terminal upgrade.
2. **Oregon Health Authority.** Addictions and Mental Health Division (AMH) contracts with Lifeways. AMH is pleased to work with the county to resume as the Mental Health authority. July 1, 2015
3. **EO ad to honor Law Enforcement.**
4. **Retirement** A letter was received from Jean Hemphill, Chief Records Officer retiring as of June 30, 2014. She worked for the county 20 years. The Commissioners discussed ideas to recognize Jean's positive contributions to the county.
5. **AOC** A follow up letter was received from AOC (the deadline is approaching) regarding applications for grants for new courthouses or for improvements to existing courthouses. Last fall, the county applied for and received a grant for renovations on the 2<sup>nd</sup> floor. Dan Lonai noted about \$53,000 was received. We are looking at replacing all doors on 2<sup>nd</sup> floor and also tiling in courtrooms appropriate for heavy foot traffic. Funds will also be used to improve the jury room – painting and adding a chair railing.

**Minutes** – The BCC staff meeting minutes of May 7, 2014 had been presented. **Commissioner Givens moved to approve. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

**Additions to Agenda.** No additions.

**Recognition of Visitors** None today.

## Agenda

- 1. Budget Transfers.** Bob Heffner presented Budget Orders as follows: #2014-62 is for GIS requiring a \$4,000 increase in Personnel Services to be transferred from General Fund Contingency. #2014-63 is for West County Facility Maintenance requiring a \$5,000 increase in Materials & Services for higher than anticipated costs to be transferred from General Fund Contingency; #2014-64 is for Assessment & Taxation for a \$27,000 increase in Materials & Services to remain within year-end authorized expenditures – transfer is supported from the A&T Fund Contingency; and #2014-65 is for Criminal requiring a \$60,700 increase in Materials & Services to remain within year-end authorized expenditures – transfer has sufficient appropriations in Personnel Services category for the transfer.

**Commissioner Givens moved to approve Budget Order 2014-62 as outlined; Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

**Commissioner Givens moved to approve Budget Order 2014-63 as outlined; Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

**Commissioner Murdock moved to approve Budget Order 2014-64 as outlined; Seconded by Commissioner Givens. All voted aye. Carried 3-0.**

**Commissioner Givens moved to approve Budget Order 2014-65 as outlined; Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

- 2. Supplemental Budgets will be discussed at public hearing at 10 a.m.**
- 3. DLCD Grant for Hwy 395 Corridor.** The County Planning Department has been awarded a \$25,000 grant from the DLCD. Staff report presented by Tamra Mabbott. This is primarily a land use program for strategies for improving the Highway 395 corridor in coordination with economic development. This is actually phase II to improve conditions to this stretch of highway – the first phase was clean up. This is a Revitalization “tool box” to develop as a test case. Hard match is required (in-kind is provided by staff). Tamra advised she is hoping to use Kari Walchli (tourism outreach) for the administrative component in economic development. There is not a start date at this time. Tamra’s discussions are moving forward with Kari. The final product is due July 2015.

Discussion turned to the subject area, and if Urban Growth Boundaries involved? Tamra noted the grant is looking at unincorporated areas – Punkin Center Road to Bensell Road (are boundaries), past Hermiston and on to Umatilla. Tamra also talked about facets of the project and parties as well as design/consulting and costs.

**Commissioner Givens moved to approve/authorize staff moving forward accepting the \$25,000 grant and to work out logistics and public involvement; Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

- 4. Appointment to Solid Waste Committee.** Tamra Mabbott provided the staff report. This is for re-appointment of David Faux as member of the Solid Waste Advisory Committee. Mr. Faux was appointed June 12, 2013 to complete a partial term of another member; that term expired January 1, 2014. Request is to re-appoint Mr. Faux for a 3-year period, as per Order No. BCC2014-035.

**Commissioner Murdock moved to adopt Order No. BCC2014-035. Seconded by Commissioner Givens. All voted aye. Carried 3-0.**

5. **Discussion on letter to State Building Codes Division.** For the record, Commissioner Murdock noted Tamra Mabbott provided input and is fine-tuning the letter and the BCC will finalize it to hopefully be ready to go out today. Robb Corbett, City of Pendleton, will also be sending a separate letter after the county's letter goes out. When Tamra and Doug Olsen do final edits, courtesy copies will go to the Cities of Pendleton and Hermiston as well as copies to Senator Hansell and Representatives Greg Smith and Bob Jenson. Commissioner Givens felt the BCC should wait for a response from the Building Codes Division to our letter before requesting a face to face meeting with Michael Jordan and perhaps also Greg Wolfe and Scott Fairley. Further discussion included other entities/individuals to be advised and the need to follow administrative rules for deadlines, withdrawing or postponing decisions. Commissioner Murdock advised the county will be "postponing" rather than withdrawing.
6. **Ryder Elections Services Payable.** Dan Lonai reported. This is for printing out the ballots and envelopes. Items over \$15,000 require BCC approval; this payable is for \$15,840.63. **Commissioner Givens moved to approve the payable as outlined. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.** Dan noted the ballot certifications process will be happening today and then counting will begin. Dan appreciates the Ryder Company's work in providing maintenance of ballot machines/programming elections.
7. **Part-time Maintenance Position.** Dan Lonai noted this position has been budgeted for the current budget year as a part-time position created to assist the maintenance department. Request is to approve making the temporary part-time maintenance assistant a permanent part-time Maintenance II position as of July 1, 2014. **Commissioner Givens moved to approve as of July 1. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**
8. **Seasonal Maintenance Assistant.** Dan Lonai reported. The proposed Budget includes funding for a Seasonal Maintenance Assistant for mowing lawns, yardwork, painting and other projects. This would help free up time for our regular maintenance people and be a cost savings (salary range would be \$9.10 to \$10/hour). **Commissioner Murdock moved to approve as outlined. Seconded by Commissioner Givens. All voted aye. Carried 3-0.** Dan noted HR advises the new person can start in mid-June as funding is available.
9. **Mission Statement Order.** Commissioner Murdock read revised statement: to serve the citizens of Umatilla County efficiently and effectively. This is a more concise statement to clarify the direction of the current leadership and to simplify the mission statement to be more meaningful and memorable. **Commissioner Murdock moved to approve Order No. BCC2014-036 as outlined. Seconded by Commissioner Givens. All voted aye. Carried 3-0.**
10. **Collective Bargaining Agreement Ratification.** Doug Olsen reported. Negotiations with Public Works Department AFSCME have resulted in a tentative agreement presented to the Board for review and ratification. Changes include benefits previously extended to other bargaining units – HRA (\$50/month), Life Insurance (\$50,000) and Life Flight Membership. The wages are set to increase 2% for each of the three years of the agreement. Budget is available.

Otherwise some minor wording changes. **Commissioner Murdock moved to accept and ratify the Collective Bargaining Agreement as outlined. Seconded by Commissioner Givens. All voted aye. Carried 3-0.**

**11. Public hearing on Supplemental Budgets.** Commissioner Elfering opened the public hearing for the supplemental budgets. Bob Heffner, Budget officer made the staff report presentation. Budget Order 2014-57: Subcontracted Services requires a \$196,330 increase in Materials & Services appropriations (condition not known at the time of budget preparation); this will support increase in appropriations with higher than anticipated state revenues and a higher than projected beginning cash balance. Budget Order 2014-58: Corrections Assessment requires a \$6,928 increase in Transfers Out to remain within authorized appropriates at year-end; increase in appropriations will be supported with greater than anticipated fines and forfeitures. Budget Order 2014-59: Civil has experienced much higher than anticipated activity this year (a condition not known at time of budget preparation) and requires a \$22,875 increase in Civil Materials & Services appropriations for supplies, equipment and postage and a \$7,225 increase in Capital Outlay appropriations for a CHL program. Budget Order 2014-60: the Jail is operating under a new business plan (now known at the time of budget preparation) which increases the jail population significantly; requires a \$89,681 increase in Jail Materials and Services for expenses (i.e. food costs and program supplies). The jail will support the increase in appropriations with an increase in reimbursement and an increase in transfer from Corrections Assessment. Budget Order 2014-61: Commissioners office and room 130 remodeling are now complete (an activity not known at the time of budget preparation); to accomplish expenditures, the BCC will require an \$8,232 increase in its Capital Outlay appropriations; and Building Maintenance will require an \$18,817 increase in its Materials & Supply appropriations to cover \$14,817 in remodeling and \$4,000 to replace a security camera outside of the project. In addition, Building Maintenance will require a \$5,881 increase in its Capital Outlay (flooring costs in room130).

Commissioner Elfering asked for any other comments. There was no opposition and the hearing was closed.

**Commissioner Givens moved to approve Budget Order 2014-57 as outlined. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

**Commissioner Murdock moved to approve Budget Order 2014-58 as outlined; Seconded by Commissioner Givens. All voted aye. Carried 3-0.**

**Commissioner Givens moved to approve Budget Order 2014-59 as outlined. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

**Commissioner Murdock moved to approve Budget Order 2014-60 as outlined. Seconded by Commissioner Givens. All voted aye. All voted aye. Carried 3-0**

**Commissioner Givens moved to approve Budget Order 2014-61 as outlined. Seconded by Commissioner Murdock. All voted aye. Carried 3-0.**

### **Commissioner Reports**

Commissioner Murdock talked about heating unit for public health in Hermiston, which will need to be addressed in the future.. Also, the next Senior Manager's meeting is slated for May 28. The last Senior Manager meeting with the press presentation had great feedback. Commissioner Murdock noted that Mark Thompson (a professional development consultant from Walla Walla) will present two programs –

one on harassment and the other on generational issues. Commissioner Elfering noted there is value in continuing to touch base with the department managers – perhaps discussing encounters with the public. Commissioner Murdock also talked about conflict of June 11 meeting (there is a special Board meeting on that date, which would be the next regularly scheduled Senior Manager Meeting); reminders will be sent out about the May 28 meeting, and that there will not be a June 11 meeting.

Commissioner Givens reported he is attending the Western Regional NACO conference. One session he will be attending is public lands and EELU committee, forest plan issues and water. Commissioner Givens advised there would be some discussion about the American Lands Initiative, but it is primarily with Utah and Nevada focus.

Commissioner Givens also reported he will participate in an Eastern Oregon Counties Association phone conference at 2 p.m. to discuss having consultant and lobbyist on the Blue Mountain Forest plan.

Commissioner Elfering reported that he and Commissioner Murdock attended drug court graduation last week. He feels the program is productive. In addition, there are ongoing discussions about a mental health court perhaps being initiated by LPSCC.

Commissioner Elfering also reported that he attended the Port of Umatilla meeting regarding water issues. Also attending were representatives from the City of Hermiston, Umatilla Elec Co-Op and others – all were supporting same position as County regarding NOWA water. No decision was made that day.

There was no further business.

The meeting was adjourned at 10:20 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners