

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of February 17, 2016
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Demianew, Umatilla County Soil & Water Conservation District Manager; Pat Hart, Hermiston Fire & Emergency Services Retired Chief; Scott Stanton, HFES Chief; Ric Sherman, HFES Board President; Bruce Naugher, Stanfield Fire Department Board Member; Robert Pahl, County CFO; Brian Wolcott, Walla Walla Watershed Council Director; Bob Waldher, County Planning; Brandon Seitz, County Planning; Paul Chalmers, Assessment & Taxation Director; Jon Staldine, Umatilla Basin Watershed Council Director; Robert Dreier, Frew Development

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CALL TO ORDER

The meeting was called to order at 9:00 a.m. Chair George Murdock welcomed all.

Pledge of Allegiance was led by Commissioner Givens.

Chair Murdock noted a slight departure from the agenda and asked all present to introduce themselves due to the large audience.

Chair Murdock reminded those present that the meeting is a public forum. It 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, identify yourself and state where you live for the record.

Awards/Recognitions/Correspondence. Chair Murdock recognized Paul Chalmers, A&T Director, who is now on the Pendleton City Council and Mr. Chalmers was unanimously approved by the Council.

Chair Murdock went on to read letters of thanks. (1) From Heritage Station Museum, thank you for the donation in the form of an Economic Development grant; jobs have been created since the Thrift Shop is in their new location. (2) Thank you from the Hermiston Chamber for partnership of their Distinguished Citizens Awards banquet. (3) Thank you from CAPECO for sponsoring 2nd annual Dancing with Your Pendleton Stars. (4) Thank you from the Pendleton Downtown Association for grant matching dollars. Commissioner Elfering noted these are good investments that will return benefits to the County. Funds come from the Lottery back to the County to put to work in economic and community development and tourism. Mr. Chalmers added the PDA received its 501(c)3 designation and, with that, they are on a strong road to get \$50,000 matching funds. Commissioner Elfering also noted they are also part of national Main Street program. [For the record, Chair Murdock noted his wife is a member of the DTA.]

Acknowledgment of Minutes of Previous Meetings. Commissioner Givens moved to approve the minutes of the 1/27/16 Board meeting. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda. Commissioner Givens asked to add an AOC meeting report. Chair Murdock asked to add discussion of access permits and all other things requiring Commissioners' signatures for ways to expedite processes.

Agenda – Business Items

1. **Umatilla County Fire District #1.** Chair Murdock called the hearing to order at 9:11 a.m. Doug Olsen gave background. Chair Murdock asked for comments in favor. Scott Stanton, Fire Chief for Hermiston and Stanfield Fire District, presented. The process started around 2009 with discussions of how best to serve citizens in the west end and looked at consolidating. By 2011 feasibility study was done and released in 2012 listing 21 steps to work for better service. Administrative merger occurred about 1 1/2 years ago that made him Fire Chief and other steps were taken – now up to about the last 2 including a full-time dedicated training officer. A ballot measure was done and failed over a year ago at \$2/thousand. This is being brought back to the voters to consider at \$1.75/thousand (in rural areas). Inside city limits, there is ceiling amount at this time. A second station would be added in a rural area to provide better response of service. Per month it would equal \$9.17 for the service. 2/3 will be for adding personnel and 1/3 will be for capital reserve for equipment and apparatus. They buy through their budget, do not go out bonds. Have never had to do have a bond or levies.

Mr. Stanton advised the new station will be on Diagonal Road. In addition, extra lands will be coming to the district in the east end -- property owners (St. Hilaire and Bracher to name two). The main station is fully staffed, 24/7; the one on Diagonal will be the same (it will serve Hat Rock and Stanfield and Echo). Regarding Stanfield coverage – staffing would be during the daytime during the week. Career staff will be augmented by college students in training to be firefighters and EMTs.

Chair Murdock asked for those against? None were heard. He closed the hearing at 9:21 a.m. **Commissioner Givens moved to approve/adopt Order No. BCC201-016. Seconded by Commissioner Elfering. Carried, 3-0.** Chair Murdock commented that Commissioners do not take positions or endorse as a Board. On his own behalf, he advised he would assist in any way needed. Commissioners Givens and Elfering agreed individually.

Discussion continued about the compression issue. Mr. Chalmers advised it came in in 1997, a statewide initiative (Measure 47). In the City of Hermiston proper, assessed value is compared to Real Market Value for additional liability and his handled on an account by account basis. Commissioner Givens advised Governor Brown is continuing to promote county and state resiliency -- fire protection comes under that heading as well as Emergency Management. Umatilla County and some others have funding issues regarding the push to get Emergency Managers full-time throughout the state. In a meeting on 2/16/16 with the Office of Emergency Management, there is a possibility of another \$10,000 to \$12,000 matching funds coming from OEM; budget discussion needs to be addressed. He also commented about a letter the Commissioners sent out recently to interested persons/entities for all to consider financial support if possible. The Board is working diligently on emergency management overall.

2. Walla Walla Basin Watershed Council. Brian Wolcott, Director, presented. He distributed copies of a summary letter to the Board and made a Power Point presentation. Last year the County's \$10,000 contribution was used to leverage \$1, 667,564 for projects. He provided list of 2015 completed projects and explained projects for 2016. They work on irrigation improvement, expanding groundwater recharge projects, fish passage in a levy system, stream bank protection and fish habitat protection. They will be hosting a tour of recently completed projects in March-date yet to be announced.
3. Umatilla County Soil & Water Conservation District. Tom Demianew, Director, showed a Power Point presentation outlining mission, vision for 2015-20, revenues/expenses, duties, long-term goals, natural resource projects, riparian buffers, USDA CREP program (stream bank erosion, fish habitat), groundwater management, outreach and education. The County contribution is \$10,000 annually leveraging over \$200,000 in operating grants and contributions. Commissioner Givens asked about CREP. Mr. Demianew advised vegetation in stream seems to take a lot of water – some species cause problems. They have changed the way they handle it over the years.
4. Umatilla Basin Watershed Council. Jon Staldine, Director, showed a Power Point presentation outlining past-year projects, an action plan for the coming year, collaboration with Umatilla County SWCD, watershed assessment, priority projects, water quality monitoring, and dam removal, funding sources and education/outreach tools. \$10,000 County contribution helps leverage about \$360,000.
5. 2016 Work Plan – Planning Department. Bob Waldher, Planning Department, presented. This Plan is a summary including long-range work projects in approximate priority order with completion deadlines, goals and what team members will be working on them. The plan also includes those projects of lesser priority but still on the radar. The Work Plan was presented at the Planning Commission's January 28 meeting and is recommended for approval. **Commissioner Givens moved to approve the Planning Department 2016 Work Plan. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Wheatridge Project Comments. Presented by Brandon Seitz, Planning Department, presented a memo regarding Wheatridge Wind Energy Facility revised Exhibit K. Chair Murdock noted this topic has been previously discussed. For the record, he, Doug Olsen and Tamra Mabbott met with the President of Wheatridge and this memo/action is the outgrowth of that meeting. It has been worked on for some time. All concurred it is the way to move forward. Mr. Olsen advised it is staff's recommendation to approve the revised Exhibit K without further comment in addition to comments already made. Basically, the developer has agreed if transmission line does actually have to be placed in Umatilla County, the condemnation option of the developer will not be used. **Commissioner Elfering moved to approve the comments on Wheatridge. Seconded by Chair Murdock. Carried, 3-0.**

Relating to budgets, Chair Murdock noted a request to the Commissioners by the Watermaster to meet individually. Budget is heating up at this time. He hopes the liaison Commissioners can be the main contact for their areas and report to the rest of the Board. Commissioner Givens advised he is not opposed to meeting some people, but he agrees the liaison Commissioner can handle it. He agreed with Chair Murdock that budget related meetings should be more effective in the budget process not being "lobbied" by various departments.

7. Supplemental Budgets and Budget Transfers. Robert Pahl, CFO, gave the staff report. He noted daily budget meetings are being held in Finance. He expressed appreciation for the Commissioners contacting their liaison departments about their individual budgets. Budget Order No. 2016-34 – Assessor, needs decrease in Personnel Services \$10,000 by increasing Transfers out in same amount to transfer portion of FY16 personnel savings due to staff reduction/reorganization to Assessor Technology Reserve. Budget Order No. 2016-35-Assessor Technology Reserve, needs to increase Transfers In \$10,000 by increasing Materials & Services by same amount to receive portion of FY16 personnel savings (see Order 2016-34). Budget Order No. 2016-36 - County School Fund, needs to increase Local Revenues \$10,000 by increasing Materials & Services same amount to adjust revenues and expenses which exceeded budget amounts. Budget Order No. 2016-37 - Developmental Disabilities, needs to increase Beginning Fund Balance \$43,085 and increase Capital Outlay \$35,600 by increasing Contingency \$7,485 to adjust for Beginning Fund Balance and a Capital Outlay purchase.

There were no comments from public. Chair Murdock closed the hearing at 10:33 a.m.

In the Matter of Approving Supplemental Budgets Pursuant to ORS 294.471 for FY ending 6/30/16 as follows:

Commissioner Elfering moved to approve/adopt Order No. Budget 2016-34. Seconded by Commissioner Givens. Carried, 3-0.

Commissioner Givens moved to approve/adopt Order No. Budget 2016-35. Seconded by Commissioner Elfering. Carried, 3-0.

Commissioner Elfering moved to approve/adopt Order No. Budget 2016-37. Seconded by Commissioner Givens. Carried, 3-0.

Commissioner Givens moved to approve/adopt Order No. Budget 2016-36. Seconded by Commissioner Elfering. Carried, 3-0.

8. Update on EOTEC Progress. Commissioner Givens recognized Rob Dreier, Frew Development, and asked him to come to the podium to give a report. Mr. Dreier handed out to the Board the EOTEC Supplemental Monthly Report for January 2016 after the EOTEC Board's 1/29/16 meeting. In the future, he will provide information prior to Board of Commissioner meetings. He talked about the current progression of projects at EOTEC site; now they are working on the event center. The report includes status of issues, who is responsible and a list of bid packages and schedules for certain items. Letting of contracts for the barns and rodeo would be in May-June. Pre-bid meetings were held yesterday for local contractors; it is hoped all bids will be received by March 4. There is a separate EOTEC meeting on Friday, March 11th, to award contracts to move forward for construction of items. Packages need to come together for the open house, which is hoped to occur in April. The Event Center is scheduled to be done by approximately the end of March. Commissioner Givens expressed his hope the Fair would be moving to EOTEC by the late July target date. Mr. Dreier advised area contractors are busy this time of year, which may affect the schedule. He talked about timing of items and bid dates – things have to be done in certain order and completed before subsequent things can happen.
9. Easements for Umatilla Electric. Mr. Olsen presented. This is at the request of Umatilla Electric Cooperative regarding specific parcels with easements for utilities. Both parcels were acquired for delinquent property taxes. It has always been the County's intent to own the first parcel on Bensel. The other is vacant piece of developable property that is available for sale. There is a slight problem on Bensel, the land is leased. It is primarily for UEC's long-term goal for

overhead lines. No action is needed today. **Commissioner Elfering preferred to defer and moved to table. Seconded by Commissioner Givens. Carried, 3-0.**

10. Havana Gravel Pit. Mr. Olsen advised this is to authorize issuance of a Request for Proposals for the drilling and blasting of the Havana Pit located on Highway 335, 1 mile north of the intersection with Highway 11. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 3-0.**
11. Fairgrounds Staffing. Mr. Olsen presented. The Board previously approved temporary salary adjustments for one position in the Fair office; this is to make a permanent Range 18 adjustment. It is basically reclassification for two ranges for the position – not a new position. Commissioner Givens noted this would make an Aide position to an Administrative Assistant, in line with present job duties. The office assistant was a temporary position. Mr. Olsen added no positions were created, it was just to offset a change in Fair Manager position. **Commissioner Givens moved to approve removing the end date for adjustment for the position of Administrative Assistant in County Fairgrounds program. Seconded by Commissioner Elfering. Carried, 3-0.** This is only during pendency and a formal staffing proposal will be forthcoming in this 2016-2017 budget year. In 2017, there will not be grounds obligation for the County. Some items are unknown at this time, which will change the budget.
12. Payable to Hospital Council of Northwest Ohio. This is for a child health assessment through Public Health. **Commissioner Givens moved to approve the payable in the amount of \$15,720 to Hospital Council of Northwest Ohio. Seconded by Commissioner Elfering. Carried, 3-0.**
13. Grant and Payable for Pilot Rock Downtown Association. Commissioner Elfering advised this is the last half of payment from last year. **Commissioner Elfering moved to approve the payable in the amount of \$7,000 to the Pilot Rock Downtown Association. Seconded by Commissioner Givens. Carried, 3-0.**
14. Directors Hold Order. Mr. Olsen reported. Lifeways is requesting to update its employees to qualify for authority to exercise “Director’s Hold”. **Commissioner Elfering moved to approve/adopt Order No. BCC2016-014. Seconded by Commissioner Givens. Carried, 3-0.**
15. Winn Petition to Change School District. Chair Murdock reported. A similar request came in last year in a different school district. This is a request from Preston Winn to change the boundary between the Milton-Freewater and Athena-Weston School Districts. Mr. Olsen said it is less than ¼ mile. The change would allow Mr. Winn to maintain his position on the Athena-Weston School Board. Today’s request is to set the matter for hearing for March 16, 2016. **Commissioner Elfering moved to approve/adopt Order No. BCC2016-017 to set a hearing. Seconded by Chair Murdock. Carried, 3-0.**
16. Approve AWERE Grants. The Athena-Weston Education and Resources Enhancement Committee has recommended grants for 2016. **Chair Murdock moved to approve the grants and adopt Order No. BCC2016-015. Seconded by Commissioner Givens. Carried, 3-0.**

17. AOC Report. Commissioner Givens reported about the Oregon County Sister Committee meeting. They are trying to get the committee open to all commissioners who want to serve. A trip to China is tentatively scheduled for some time in September. The Committee is looking to include representatives from Ports and from economic development interest, not necessarily just AOC Executive Committee members. It was suggested the cost per person would be paid out of AOC funds. However, that was changed so the cost (about \$4500) will be paid personally by those who participate.

Commissioner Givens advised he attended meetings Monday where the majority of testimony was given by minority individuals who were totally unskilled labor. It was an overwhelming amount of testimony. He testified and suggested counties have an individual pilot program; however, it was brief and dropped by the committee.

18. Emergency Management Funding. Commissioner Givens met with Sheriff Rowan to discuss grants from Oregon Emergency Management. Extra funds are based on population. Umatilla County is at the maximum level to receive matching funds. The County is still only eligible for \$62,000 plus \$12,000 for population. That has bumped us up to \$75,000. Chair Murdock asked about posting the Emergency Manager position to .6 FTE (up from .5 FTE). Commissioner Givens was unsure about funding noting the need to look at staffing, priorities, and budget.

Chair Murdock referred to a letter recently sent by the Board to Umatilla County cities, chambers, police departments and fire departments and districts about emergency management and the importance of adequate revenues to support a full-time manager. He advised he has received comments from the West end, but no checks or commitments. As liaison to Budget and Finance, he will visit with the CFO about budget, staffing and proposals for staffing changes in different areas. **Commissioner Givens moved that Sheriff Rowan and Undersheriff Littlefield be designated as interim Emergency Manager in the absence of Jack Remillard who will be retiring on 2/29/16. Seconded by Commissioner Elfering. It was agreed to add March 1, 2016 as the effective date. Carried, 3-0.** Commissioner Elfering commented in absence of the Emergency Manager, the job and duties automatically flow to the Sheriff.

Commissioner Givens continued about the OEM meeting. Sheriff Rowan will work on grant and other sources for additional funding. Federal appropriations may be increased for Emergency management which would flow to the State and down to Counties. Chair Murdock commented that funds can come from Public Health and other sources. Jennifer Blake, HR Director, asked question about the .6 FTE, at what range? Chair Murdock will work with her and Marie Jones in Finance about job description/duties/budget. Discussion included a salary survey for other full-time Emergency Managers in the State for positions or, better, to get a survey of Counties of comparable size for comparison.

19. Commissioner Signature Requirements. Chair Murdock talked about documents being signed by the Commissioners (for example access permits and similar things). About 1 year ago it was discussed about the appropriateness of having at least two Commissioners sign off as opposed to program directors. In particular, he feels access permits could be signed by Tom Fellows, Public Works Director, as he is the most knowledgeable. The process is slowed down when other signatures are required. He would like Doug Olsen and Jennifer Blake to explore the issue of documents coming to the Commissioners for signatures and to research ways to make the process more streamlined.

The meeting was adjourned at 11:14 a.m.

Respectfully submitted,

Melinda Slatt,

Executive Secretary, Umatilla County Board of Commissioners