

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of March 2, 2016
9:00 p.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 Fellows, Public Works Director; Byron Smith, EOTEC; Klaus Hoehna, City of Pendleton Regulatory Specialist; Gina Miller, Planning/Code Enforcement; Undersheriff Jim Littlefield; Jenni Galloway, CARE Program; Meghan DeBolt, UCo Health Director; Taylor Smith, UCo Health; Heather Cannell, EOTEC; Marie Jones, Budget/Finance Assistant Director; Rob Dreier, EOTEC; Tamra Mabbott, Planning Director; Becky Steckler, OAPA; Stephanie Kennedy, OAPA

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CALL TO ORDER

The meeting was called to order at 9:05 a.m. Chair George Murdock welcomed all.

Pledge of Allegiance was led by Commissioner Givens

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. Commissioner Elfering read a letter from the Branz family about a tragedy while hunting in 2015. Thank you to the Sheriff’s Office and Search and Rescue for recovering their son’s body – compassion of all was wonderful. And special thanks to deputies for their professionalism in a difficult situation. (2) He read a letter commending the Sheriff’s Civil office in handling of conceal/carry license with a special thank you to Kayla in expediting the process and about wonderful public service. The Commissioners asked Undersheriff Jim Littlefield to carry kudos back to the UCSO employees specifically mentioned. (3) Chair Murdock read a thank you in the form of a plaque from the Pendleton Junior Livestock Show for continued county support of their show from year to year.

Acknowledgment of Minutes of Previous Meetings. Commissioner Elfering moved to approve the Board minutes of 2/3/16 and 2/17/16 meetings. **Seconded by Commissioner Givens. Carried, 3-0.**

Additions to Agenda. None.

Public Input and Recognition of Visitors. Nothing other than items on the agenda.

Presentation. Jenni Galloway, CARE Coordinator, talked about a recent event at the Hermiston School District. CARE serves all of the county working with families on attendance, keeping families safe and connecting to county resources. In partnership with HSD a “speed dating” format was used for a way to integrate people in the “trenches”, community and school staff. Each person would go around the circle

for a 2-minute segment to get to know one another including representatives from Public Health, Alcohol & Drug, Youth Services, Developmental Disabilities, Vocational Rehab, Hermiston Police Department and others. She has proudly worked for the County for 23 years – the CARE staff is solid and productive. Great contacts were made and response was positive. Due to technical difficulties, Chair Murdock requested that the slide show of the event be presented at the next Board meeting in mid-March.

Agenda – Business Items

1. Presentation by Klaus Hoehna, Chair of the Pendleton Air Quality Commission. In the audience, he introduced Meghan DeBolt (UCo Health Director) and Gina Miller (ex-officio representative of the Umatilla County Smoke Management Program) who are familiar with the Wood Stove Replacement Program. He asked for the County's support in order to expand the program into the Urban Growth Boundary. This has been a successful voluntary program for over 10 years. There is still concern about some smoke intrusion out of the Reith area and the McKay area and the program would expand to those areas as well as reaching out to the CTUIR. Projected on the monitor was a map depicting the subject area (it is three miles outside city limits per DEQ recommendation); in addition, a check list, list of approved contractors, forms of application and agreement, frequently asked questions and general information. He further explained the only thing the boundary would do is allow replacement of old woodstoves with approved efficient heating systems in the UGB -- it is not regulatory by the City of Pendleton and does not affect the county burn program. The city has identified approximately 350 wood stoves within the area. **Commissioner Elfering moved to approve the extension of City of Pendleton's Wood Stove Replacement Program within the 3 mile area outside the city limits. 2nd by Commissioner Givens. Carried, 3-0.**
2. Appointment to EOTEC Board of Directors. **Commissioner Elfering moved to approve and adopt Order No. BCC2016-018 reappointing Commissioner Givens to the EOTEC Board for a 4-year term. Seconded by Chair Murdock. Carried, 3-0.**
3. Monthly EOTEC Report by Byron Smith, Hermiston, EOTEC Board. This is a monthly report requested by the Commissioners at their last board meeting. The same report was made earlier in the week to the Hermiston City Council. The event center is over 95% done; it is mainly finish items at this time. They are looking to schedule a public open house when occupancy of the building is approved –target is April or the first part of May. Events are booked in late May. The schematics/ lay out design for the barns were approved at their last meeting and will be going out to bid soon. The rodeo grounds are farther back in the design process; they hope to have final designs at end of March. It is also hoped to post events schedule in 2017. Regarding electrical bids, a portion for site lighting in parking areas and outside areas are going out. At the March 11 meeting, they are looking to make contracts. Regarding fundraising: \$1.6 million has been raised of the \$2 million goal. More commitments came in earlier this week bringing them closer to the mark. They are also looking at foundation grant options. In response to a question by Chair Murdock about what does the \$1.6 include, Mr. Smith explained the first level of \$625,000 is for a third barn, the next \$600,000 is for 2,000 permanent seats at the rodeo, and the next about \$600,000 is for panels and pens and for use in barns. In addition, another \$75,000 is to extend water and sewer to the RV area. He expressed gratitude to the fundraising committee for really hard work; they have met with all the cities in the County. Commissioner Elfering commented about seating and panels previously had been leased; operating costs will be lowered by purchasing seating and panels/pens.

Chair Murdock noted the AOC annual summer conference will be meeting in Pendleton in June and he would like to have a tour of the facility if it works out. Mr. Smith advised the rodeo grounds are planned to be constructed in June. Commissioner Givens, as AOC President, added he hopes to have a reception at the event center. In addition, Commissioner Elfering suggested possibly touring the depot property as part of the AOC June meeting. Chair Murdock advised AOC will be meeting in the west county on one evening. The Board thanked Mr. Smith for his presentation.

4. Appoint Plan4Health Coalition. Tamra Mabbott, Planning Director, reported action today is to form a coalition by board order. She introduced Becky Steckler, her state counterpart working on the project, Program and Policy Manager of the American Planners Association. This is a coalition of planning associations and public health associations. Umatilla County's project is 1 of only 5 across the country selected for this competitive grant award. It is hoped to be a model for use in other communities. Meghan DeBolt, UCo Health Director, explained the project will start with a capacity building period (figuring out the players, their dedication to the program, and then moving forward with implementation strategies). The purpose of the project is to increase access to healthy food and or to healthy activities. An RFP will be sent out for a community readiness assessment and then to identify steps moving forward. A lot of work has begun; the Tribe is quickly moving forward. Commissioner Givens noted several years ago Yellowhawk clinic worked on a similar project on the Reservation targeting diabetes and ways to combat it. Ms. DeBolt talked about healthy food access at convenience stores and the possibility of applying for a grant for that purpose. Commissioner Elfering noted the large size of the coalition and asked how they will be involved. Ms. DeBolt noted that monthly meetings (attended in person or by phone) will be held and one main topic will be discussed. There will be a list of items coming up. Implementation grants will be available based on strategies decided on by the group. Ms. Mabbott talked about the planning piece, which is about developing property, infrastructure and sustainability. The grant opportunity created the partnership with planning and health. Hopefully, by November, a list of action items will be ready to implement. Fiscal opportunities will also be addressed. In addition, discussion turned to raising chickens and planting gardens in a target area as well as working with OSU Extension Office for healthy living. **Commissioner Elfering moved to approve and adopt Order No. BCC2016-019 appointing the Plan4Health Coalition. Seconded by Commissioner Givens. Carried, 3-0.**
5. Supplemental Budgets. Chair Murdock called the public hearing to order at 9:56 a.m. Marie Jones, Budget/Finance Assistant Director, presented. Budget Order 2016-38-Corrections Assessment needs increase in Local Revenues \$32,000 by increasing Transfers Out by same amount to adjust for expenditures. Budget Order 2016-39-General Fund and Planning needs decrease in Contingency \$23,321 to increase Materials & Services in Planning for legal fees originally paid by the Board of Commissioners. Budget Order 2016-40-Economic Development needs increase in State Revenues \$30,000 by decreasing Materials & Services \$79,300, increasing Transfers Out \$197,782 and by decreasing Contingency \$88,482 to reallocate resources to EOTEC Reserve Fund. Budget Order 2016-41-Wind Farm Distribution needs decrease in Beginning Fund Balance \$3,016, increase Transfers Out \$127,121 by decreasing Contingency \$130,137 to reallocate resources to EOTEC Reserve Fund. Budget Order 2016-42-EOTEC Reserve Fund, needs to increase Transfers In \$324,903 by increasing Materials & Services \$324,903 to reallocate resources to the Fund.

Chair Murdock went back to Budget Order 2016-39. Ms. Jones explained the funds moving to Planning are planned to be reimbursed by another source in the near future. Chair Murdock closed the hearing at 10 a.m.

In the matter of Approving Supplemental Budgets pursuant to ORS 294.471 for Fiscal Year ending 6/30/16, motions were made as follows: Commissioner Givens move to approve Budget Order 2016-38. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Elfering moved to approve Budget Order 2016-39. Seconded by Commissioner Givens. Carried, 3-0. Commissioner Givens moved to approve Budget Order 2016-40. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Elfering moved to approve Budget Order 2016-41. Seconded by Commissioner Givens. Carried, 3-0. Commissioner Givens moved to approve Budget Order 2016-42. Seconded by Commissioner Elfering. Carried, 3-0.

6. Havana Gravel Pit Drilling and Blasting. Tom Fellows, Public Works Director, presented. Two quotes were received from the request of proposals issued by the county for the drilling and the blasting of the Havana gravel pit. The recommendation is to award the contract to the lowest proposal, which is from Barnes, Inc. at \$2.25/yard, or \$33,750. **Commissioner Givens moved to approve and award the contract for drilling and blasting of the Havana gravel pit to Barnes, Inc. in the amount of \$33,750. Seconded by Commissioner Elfering. Carried.**
7. Harris Park Lawn Mower. Mr. Fellows presented. This is for a commercial lawn mower to replace a mower that was no longer repairable after last season. The recommendation is to purchase a John Deere Z915B commercial mower that will suit park needs. The mower will be purchased through the state contract #1443 at a cost of \$6,359.43. **Commissioner Elfering moved to approve/authorize the purchase as outlined. Seconded by Commissioner Givens. Carried, 3-0.**
8. Request Quotes for Cationic Emulsified Asphalt (Oil). Mr. Fellows presented. This is for the annual chip seal project. **Commissioner Givens moved to approve issuing a request for proposals for purchase of Cationic Emulsified Asphalt. Seconded by Chair Murdock. Carried, 3-0.** Mr. Fellows expects costs to be somewhat less with gas prices dropping.
9. Public Works Equipment List. Mr. Fellows presented. This about an 18-month plan for replacing equipment. This will allow quick action on available equipment pre-approved through Order RD2016-01. **Commissioner Elfering moved to approve and adopt Order RD2016-01. Seconded by Commissioner Givens. Carried, 3-0.**
10. Road Access Permits. Mr. Olsen presented. This will cut down on a bottleneck and time delay in the permits process since they require Tom Fellows' signature as Public Works Director and at least two Commissioners. This will streamline the process by delegating authority to the Public Works Director. Commissioner Givens commented this is a way to cover all the bases and not let things slip through the cracks. Mr. Fellows agreed he will be prudent in review of all permits. He noted he has been Public Works Director for 6 years. **Chair Murdock moved to adopt Order RD2016-02 Delegating Authority for Road Access Permits as outlined. Seconded by Commissioner Givens. Carried, 3-0.** Chair Murdock commented this is continuing plan of the

Commissioners relying on experienced and knowledgeable department heads and managers for handling day-to-day operations. Mr. Fellows pointed out the need to update forms accordingly to accommodate changes in signing authority.

11. Sam Cook Flooring Replacement. Chair Murdock reported about proposals for replacing the flooring at the Sam Cook Building. A request for proposals was sought and the deadline passed without any proposals being received. This is to authorize flooring replacement by Cost Less Carpet as the sole source in the amount of \$10,686.01. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 3-0.**

Emergency Manager. Chair Murdock reported. On 1/19/16, the Board approved reclassification of the Emergency Manager to .6 FTE. Now it is requested to make the position 1 FTE, with additional funds being available from Public Health emergency preparedness. Duties will be adjusted accordingly. **Commissioner Givens moved to authorize formalization of a full-time Emergency Manager. Seconded by Commissioner Elfering. Carried, 3-0.**

Commissioner Givens, as Emergency Management liaison, talked about interviews and the need to form an advisory committee to include himself, the Sheriff, Planning, Health, Administrative Services and three lay people representing the west end, Pendleton central area and the north end. Commissioner Elfering suggested a proposal for establishing an advisory committee should come to Board. Mr. Olsen agreed it would be in the form of a Board order. Discussion continued about potential individuals to consider.

12. Echo Community Benefit Program Grants. Commissioner Elfering reported. This is the third round. Approximately \$78,000 is available for Echo Community Benefit Program. He went through the list of projects totaling \$4,664 and noted it was the Committee's recommendation for approval/award. **Commissioner Givens moved to approve/adopt Order No. BCC2016-020 to approve grants of the 2015 Echo Community Benefit Plan. Seconded by Commissioner Elfering. Carried, 3-0.**

[Counsel Doug Olsen was excused at 10:19 a.m. for a bargaining meeting.]

Commissioner Reports.

Commissioner Givens noted the Metropolitan Planning Organization meeting is at 1:30 p.m. in the same meeting room. Regarding the AOC / Oregon-China Sister program a workshop is to be held in Clackamas on 3/25. Details are not finalized yet. Clackamas County is donating the use of the Event Center in Oregon City. The Chinese Consulate through Jim Land is donating \$1,000 of \$2,000 for the event itself (food, etc). AOC will pay \$1,000, but some donations are expected. He will be going back to Washington DC April 16 – April 22 for Stepping Up Summit (to cover emergency Management, mental issues and crises events). Chair Murdock noted Umatilla County budget hearings are planned for April 20-23. Discussion included possibly changing those dates so that all three Commissioners are present; the budget is looking to be balanced, however, he will need to talk with CFO Robert Pahl about the schedule.

Commissioner Elfering noted he recently met with past Commissioner Dennis Doherty who has resigned from the Oregon Water Resource Department Committee; water continues to be an important regional

topic. He met with the EOTEC fundraising committee at presentation to the Pendleton City Council the previous night, but it was rescheduled for 2 weeks out due to the small number in attendance.

Chair Murdock noted he attended the EOCI Advisory Committee meeting yesterday. The main topic was that work crews have not been allowed to work in Pendleton city limits by agreement from the 1980s. The Committee and EOCI staff are anxious to revisit the matter. The determination is between the City and EOCI.

The meeting was adjourned at 10:29 a.m.

Respectfully submitted,

Melinda Slatt,

Executive Secretary, Umatilla County Board of Commissioners