

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of March 8, 2017
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Fellows, Public Works Director; Karie Walchli, Tourism Coordinator; Thomas Roberts, Emergency Manager; Chuck Wood, Pendleton Enhancement Project; Teddy Orr, County Weed Supervisor; Don Miller, Fair Board and EOTEC Board; Andrew Picken, Rivoli Board President; Heaven Doherty, Pendleton Sr. Acct. Clerk; Robert Pahl, Chief Finance Officer; Dan Lonai, Administrative Services Director; Bob Waldher, Senior Planner; Bob Sorey, Pendleton citizen; Phil Wright, East Oregonian

CALL TO ORDER

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

Pledge of Allegiance was led by Commissioner George Murdock.

Chair Givens 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/Correspondence/Recognition. None.

Minutes of Previous Meeting. Commissioner Murdock moved to approve the Board meeting minutes of 2/15/17. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda. None.

Public input for those items other than on agenda Chair Givens noted this is the time for public input (for other than a specific agenda item) and for recognition of visitors.

He asked the Board and audience to introduce themselves.

Presentations.

1. Umatilla County Tourism – Presentation by Karie Walchli, Tourism Coordinator. The PowerPoint showed updates and highlights over the last year and items to watch for in the coming year. She went over statistics of tourism dollars showing what a boost to the economy tourism brings.
2. Pendleton Enhancement Project – Presentation by Chuck Wood. The PowerPoint showed updates and highlights over the last year, looking to have a food hub and festival/gateway in downtown Pendleton as well as other revitalization with many stakeholders. Work continues to making a “plaza” on the railroad property at one end of Main Street with a food hub, food co-op, commercial kitchen, etc.

3. Rivoli Coalition - Andrew Picken thanked the Board for its contribution and support to the Rivoli Coalition. The project is on time and under budget. 13% is government money (or 3 cents on the dollar is from the government), three times more private donations than government funds. There was \$28,000 in individual contributions from many different sources, small amounts to the largest of \$25,000. He handed out a spreadsheet showing support breakdown and a project report. It has been a big community effort. \$400,000 has been raised since they started wherein funds were spent on acquiring property, architectural study and a plan to get things moving. He suggested viewing their website for a report. The Rivoli Coalition is well positioned for award of a \$100,000 grant; application will be submitted later in March. This is a great story of people working together and of funding leverage in Umatilla County. Mr. Picken advised there are 3 pieces to the project, which has been an effective strategy. The report today is about the first half of the first piece; there will be a significant amount of work done this summer. Construction is planned for 3 years, but he feels it will be much less than that. Commissioner Murdock pointed out the Rivoli process looks very similar to the Liberty Theater in Astoria. Mr. Picken agreed. The Board thanked Mr. Picken for the report.

Business Items:

1. Weed Board Bylaws. Teddy Orr, Director of Weed Department, provided history and advised the committee reviewed other forms of Bylaws. The Bylaws are before the Board for approval. **Commissioner Murdock moved to approve/adopt Order No. BCC2017-23. Seconded by Commissioner Elfering. Carried, 3-0.**
2. Supplemental Budgets. Presented by Robert Pahl, CFO. Chair Givens opened the public hearing at 10:10 a.m. and called for the staff report. Mr. Pahl noted there are nine supplemental budgets and two transfers of appropriations.
 - Budget Order 2017-19 (M-F Facility Improvement Fund) requires supplemental budget to appropriate funding not known at time of budget adoption – requires increase in Transfers Out of \$250,000 and a decrease in Contingency of same amount.
 - Budget Order 2017-020 (Courthouse Facility Improvements) requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Transfers In \$250,000 and increase in Capital Outlay of same amount.
 - Budget Order 2017-021 (General Fund – Jail) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Capital Outlay of \$8,000 and a decrease in Materials & Services of same amount.
 - Budget Order 2017-022 (Environmental Health) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Capital Outlay \$13,400 and decrease in Contingency of same amount.
 - Budget Order 2017-023 (County School Fund) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Materials & Services \$10,000 and decrease in Contingency of same amount.
 - Budget Order 2017-024 (Capital Purchases Management Fund) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Materials & Services \$13,600 and decrease in Capital Outlay of same amount.
 - Budget Order 2017-025 (Alcohol Drug and Gambling Services Fund) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Capital Outlay \$33,500 and decrease in Contingency of same amount.
 - Budget Order 2017-026 (School Based Health Center Fund – Wellness Hubs) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Local

Revenues \$18,114 and Materials and Services \$39,504. It also decreases Undesignated Fund Balance \$11,192, State Revenues \$16,841, Federal Revenues \$7,250, Personnel Services \$35,305, and Contingency \$21,368.

Budget Order 2017-027 (General Fund – Health Department) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in State Revenue \$41,397 and Materials and Services \$72,393. It also decreases Personnel Services \$11,022 and Contingency \$19,974.

Budget Order 2017-028 (Environmental Health Fund – On-Site Septic) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in State Revenue \$76,000, Personnel Services \$36,600, Materials and Services \$26,000 and Capital Outlay \$13,400.

Budget Order 2017-029 (General Fund – BOR Contract/Watermasters) – requires supplemental budget to appropriate funding unknown at time of budget adoption – requires increase in Federal Revenues \$10,040 and Materials and Services of the same amount.

In response to a question by Commissioner Elfering about Order No. 2017-020, Mr. Pahl noted resources went up as did Outlay; resources may increase in one place and decrease in another; it depends on the budget. Chair Givens asked about the On-Site Septic order, how much of offset has to be covered for what the State has not provided? Mr. Pahl noted it is taking over a program that is fee based; estimates by Environmental Health show fees will cover the costs of the program. Commissioner Murdock pointed out there may be some excess.

Regarding the Courthouse Improvement Fund, Commissioner Murdock noted capital projects are on a 3-year plan. He had met with Dan Lonai to go over a 3-year preventative maintenance plan; there may be more to be discussed after transfer of funds. Mr. Lonai added the 3-year plan addresses a small amount of a security plan (includes addressing crumbling concrete sidewalk/curb in front of and on both sides of courthouse. And, there is a plan to prepare for a change in parking in front of the courthouse with ADA parking and a ramp -- all is in design phase at this time). There were no other questions. Chair Givens asked for comments from the public. There were none. He closed the public hearing at 10:19 a.m.

In the matter of Approving Supplemental Budgets Per ORS 294.471 for FY ending 6/30/17, as follows: Commissioner Elfering moved to adopt Order No. Budget2017-19 (Program 9088-Milton-Freewater Facility Improvements). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-20 (Program 9089-Courthouse Facility Improvements). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-21 (Program 1540-Jail). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-22 (Program 5515-Environmental Health). Seconded by Commissioner Murdock. Carried, 3-0.

In the matter of Approving Transfers of Budgets Per ORS 294.463 for FY ending 6/30/17, as follows: Commissioner Elfering moved to adopt Order No. Budget2017-23 (Program 2544-County School). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-24 (Program 9077-Capital Purchases Management). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-25 (Program 5487-Alcohol, Drug & Gambling). Seconded by Commissioner Murdock. Carried, 3-0.

In the matter of Approving Supplemental Budgets Per ORS 294.471 for FY ending 6/30/17, as follows: Commissioner Elfering moved to adopt Order No. Budget2017-26 (Program 5640-Wellness Hubs). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-27 (Program 5534-Health Department). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-28 (Program 5514-On-Site Septic). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Order No. Budget2017-29 (Program 4075-BOR Contract/Watermaster). Seconded by Commissioner Murdock. Carried, 3-0.

3. Special Transportation Fund Grants. Mr. Pahl presented as STF Committee Chair. The committee met again (2/17/17) after direction at the last Board meeting (2/15/17) to go back over the STF funding portion and re-do the grant distribution in STF funds to recommend for approval: CAPECO, \$37,480; Clearview Mediation, \$35,157; Foster Grandparents, \$9,096; Care Van, \$39,032; Hermiston, \$73,865; Hermiston Senior Center, \$6,000; Milton-Freewater, \$70,000; and Pendleton \$126,001.

Commissioner Murdock moved to adopt the grants as noted and recommended by the STF Committee. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Murdock expressed appreciation for the process and involvement of some STF Committee members at last Board meeting – he felt the process worked well. Also pointed out was the fact that a funding formula will be determined before the next STF funding biennium. Mr. Pahl agreed that will be done.

4. Compensation Review Committee Appointments. Doug Olsen presented. This is for annual appointments for the Compensation Review Committee; the same individuals are proposed that served in 2016 (Tracy Hamby, Scott Sager and Steve Williams). **Commissioner Murdock moved to the appointments and adopt Order No. BCC2017-011. Seconded by Commissioner Elfering. Carried, 3-0.**
5. Appointments to ASA Advisory Committee. Tom Roberts, Emergency Manager, presented. This is the start of a review of the ambulance area service area plan and awarding of franchises with appointments to the Ambulance Service Area Advisory Committee. There are some are new members -- one change is to have a second hospital administrator (St. Anthony Hospital and Good Shepherd Hospital), which should provide good input. All terms will end 2/28/19. **Commissioner Elfering moved to approve Committee members as set out in the Order and to adopt Order No. BCC2017-024. Seconded by Commissioner Murdock. Carried, 3-0.**
6. Telephone System Contract. Presented by Dan Lonai, Administrative Services Director. The current courthouse telephone system was installed in 1995. There has been a lot of technology upgrades since then and the current system is not able to be updated due to old technology and parts not being available any longer. A new phone system would allow update to computer use as well as land line. The plan is to unite all systems together (several outside sites), which would allow 4 digit dialing to all. Nine bids were received but one was not on time and not counted. Scoring was done and each bid was reviewed in many categories. The recommendation is to award the contract to Uni-Tech Communications, which scored “Yes” in all categories. He noted one thing yet to still do is an analysis of all phone numbers/lines in the County system, wherein he hopes to save about \$1,000/month (current cost county-wide system is about \$8,000/month). A new system will allow the

County's in-house CIS/IT to fix problems vs. having to call the vendor at additional charges. He feels a cost savings will be seen and believes the system will pay for itself within 10 years. **Commissioner Murdock moved to approve the contract to replace the County's phone system to Uni-Tech Communications Inc. for \$141,663. Seconded by Commissioner Elfering. Carried, 3-0.**

7. RFP for New Roof on Milton-Freewater A&D Bldg. Dan Lonai presented. The Milton-Freewater building is a flat membrane roof with leaking problems. It must be replaced. He is requesting authorization for issuing a Request for Proposals. In response to a question by Chai Givens about the building, Mr. Lonai responded he believes it is stick-built as there is a foundation vs. it being a modular building . There is remodeling planned in the near future so it is a good time to replace the roof. **Commissioner Elfering moved to approve soliciting a Request for Proposals for a new roof. Seconded by Commissioner Murdock. Carried, 3-0.**
8. TGM Code Assistance Grant – Letter of Support. Bob Waldher, Senior Planner, presented. Planning is requesting a Board letter of support for a grant for an Oregon Transportation and Growth Management program for the Highway 395 North economic development project. This is for improvement of the corridor between the Urban Growth Boundaries of Hermiston and Umatilla. Mr. Waldher provided background, noting Commissioner Eflering is a member of the committee that meets quarterly and works on an agenda recommended by the study. Today's action is the next step to meet more implementation recommendations. He is looking to submit application to the Department of Land Conservation and Development for code assistance. He provided the Board with a sample support letter for consideration. He set out things to be accomplished. If successful, it is hoped to have a contract to move forward. It would basically be a free service of the TGM Program – matching code assistance with federal dollars. It is first come first served and there is a good chance to be selected in meeting requirements. No matching funds by county required. **Commissioner Murdock moved to authorize the Board Chair to sign a letter of support for Planning to submit with their TGM Code Assistant grant application. Seconded by Commissioner Elfering. Carried, 3-0.**
9. Housing Authority Board Appointment. Mr. Olsen reported. Due to a resignation, there is a vacancy on the Umatilla County Housing Authority Board. Tim Ellis is willing to be appointed to fill the remainder of the term to end 7/1/19. **Commissioner Elfering moved to approve and adopt Order No. BCC2017-022. Seconded by Commissioner Murdock. Carried, 3-0.**
10. EOTEC Proposal. Chair Givens noted this is at the request of Commissioner Murdock. Commissioner Murdock submitted his memo/proposal into the record and provided a summary of his position. This is for an agreement on long-term of operation of Eastern Oregon Trace & Event Center. Extra copies were available. He feels the County and City are at a cross-roads with EOTEC. He wants it to be clear that EOTEC stands to be a wonderful addition to the County and applauds hours and hours of efforts as well as resources. He is not interested in looking to replace the EOTEC Board at this early time. However, the main County interest is getting the Fair moved to the EOTEC facility, which has been in the works a long time. In the long run, he feels the County needs to be a tenant of EOTE and neither an owner or a manger. He encourages initiation of discussion with City of Hermiston. First and foremost, the concern is to get the fairgrounds at EOTEC opened this summer. He feels the interests of the City are more involved and with county participation as an owner may stifle Hermiston. It is an enhancement to the City – benefits to the County will be there even if it is not an owner. He hopes discussion today would include agreement to modify the inter-

governmental agreement to the City with all fiscal oversight and responsibility, with provisions in return, the County would be granted use of the facility for a designated period of time per year for the county fair; in consideration of operating costs, the County would lease the facility for \$25,000/year for a period of five years at such time a new agreement would be negotiated to offset operating costs; and County would be granted permanent storage area with access and space for easily-accessible office space and covered storage to be shared; the Fair would pay for its costs for office and storage (hopefully, grants or appropriations from the state could offset costs).

He reiterated, it is a fragile point in EOTEC's development process and he strongly encouraged the City to find a way to retain the history, knowledge and expertise of the current EOTEC Board who have invested hundreds of hours in the project. Regarding long-term management of EOTEC, he suggested in course of developing a plan, there must be conversations with the City about the fact they would ultimately become the owner of EOTEC and have responsibility for it.

Chair Givens pointed out previous comments and his conversation with Mayor Drotzmann – who told him that an article in the EO where comment was made by one councilor. The Mayor advised that Hermiston is not in favor of taking ownership of EOTEC. Chair Givens has also visited with County Counsel, Mr. Olsen who advised under the terms of the contract, earliest date to terminate would be December 31, 2018 (unless Hermiston agrees to earlier termination). In addition, another joint meeting with Hermiston is planned for 3/20 for more discussion. Commissioner Murdock wanted to make it clear that his proposal is not in response to articles in the EO or recent discussions. This proposal is an idea he has had for a while and reiterated he has made it clear on previous occasions this is the direction he would like to see EOTEC moving forward. Commissioner Elfering asked if his feelings would have been the same if the fairgrounds had stayed where they were. Commissioner Murdock responded no, but the County owned the fairgrounds and had authority of its operation – this is not the same thing. As budget liaison Commissioner, he feels compelled to reduce risk in every aspect of the County.

Chair Givens noted the County has worked to enhance every community for improvements. This issue is no different. It has to do with management and operation of EOTEC. Yes, it is located in Hermiston and the majority of economic draw will be there; however the facility does have a county-wide impact. He also supports the enhancement to youth in all communities who raise animals through 4H and FFA projects. The Fair is a huge part of that. He agreed with Commissioner Murdock about it being a critical phase, but feels now the focus scope must be on completing construction. In addition, there is need to review EOTEC leases as well as its management structure beyond what is currently there.

Commissioner Elfering talked about operating the fairgrounds in Hermiston for about 75 years at the same location. There is history of staffing at the old facility but all are looking at changes and turbulence of things happening as all knew would come. He is not ready to have the County divest of its responsibility at this time; there needs to be a lot more discussion. Chair Givens agreed; he does not feel it is like “divorcing” from EOTEC, but it is more important to get the best management style to work for all. Commissioner Murdock felt strongly about not “giving our checkbook” to someone else.

Chair Givens asked for public comments. Don Miller, Fair Board Member and EOTEC Board member, came to the podium. He responded to Commissioner Murdock's comments and feels it is

good to look closely at everything. There is overall representation on the EOTEC Board -- some are appointed by the County and also some by the City. He feels decisions are made cooperatively. And, he feels the most important thing is to keep meeting and having discussions, but also to consider construction must be completed and the first go-rounds of events (fair and rodeo this summer) are also things to consider. He feels talk of change in ownership at this time is premature. He also noted there is a workshop meeting March 14, to include the Farm City Pro Rodeo Board and the EOTEC Board. He feels independent boards need to have conversations about things that arise to work through. It is critical for boards to talk on an open agenda. He encouraged the Board to please not "divorce" at this time.

Chair Murdock felt it important to note that he is cognizant of the fact it will take some time. However, down the road, he feels strongly his proposal needs more discussion. He pointed out he does not feel the City should be the controlling board for the early phase at EOTEC. This is about a discussion of management at EOTEC on a long-term plan.

Chair Givens added the reality is that EOTEC is being built, it will be a long-time project and is an ongoing process. EOTEC is a benefit to the whole County. It is important to note there is not a bond associated with this; we are fortunate our county did not have to do that. We need to soldier on. With no bond, there is not debt for the County and partners or citizens. He compared it to the TRAC facility in Washington, where a bond was required with debt to its citizens.

He asked for any public comments or questions. Mr. Pahl noted from County financial standpoint, at some time there is need to remove the liability from County obligations. He understands the need for place for our Fair, but a long-term obligation to fill the hole that may exist at EOTEC is a concern fiscally.

Chair Givens asked Mr. Olsen about the bond ability for EOTEC, to which he responded the agreement allows EOTEC to issue revenue bonds, but both the County and City have to agree. Commissioner Elfering went back to Commissioner Murdock's comment about opening the checkbook -- he shares that concern. But, he still feels with proper management there would not be a large liability. Commissioner Murdock pointed out there has been liability with the Fair in the past -- the County has had to pick up significant budget amounts. Mr. Pahl noted over the past year the County contribution is about \$90,000. Chair Givens pointed out in the current Fair budget, there is no general fund support. With the fairgrounds, that cost was looming with increases anticipated each year and there were many failing things due to age. The Fair should be bringing in more revenue with the new location. He is hopeful that expenses will be reduced and consistent revenue coming in. Commissioner Elfering noted the differences in old location vs. new, understanding at the new EOTEC location, control will not be there. And upkeep of fair grounds will not be there.

Don Miller agreed in the past \$80,000 to \$90,000 was extended by the County, but it was not for the Fair; funds were used for maintaining the fairgrounds. Starting this year, it will be a Fair proper, which will generate funding to run that budget. There is evidence they are operating in the black. The County is looking at savings with the move and without heavy maintenance and other costs. Rent is in negotiations; it is now at the \$10,000 level, but there are other unknowns at this time which will make rent somewhat higher.

11. Position Reclassification. Mr. Olsen presented. Based on the collective bargaining agreement, AFSCME has the ability to request a position be reclassified. In this case, the union is requesting a

position reclassification from an Office Assistant II to an OA III. The Department Head is to review the request and make recommendation on the request. In this instance, the Department Head made the recommendation to not reclass the position for the primary reason that this position covers only one program, whereas the other three positions in the department cover multiple programs. **Commissioner Murdock moved to approve the recommendation of Department Head to maintain the OAI position classification. Seconded by Commissioner Elfering. Carried, 3-0.**

There was no Executive Session.

Commissioner Reports.

Chair Givens noted he and Commissioner Murdock had good take-aways from the National Association of Counties annual Legislative Conference attended February 24-March 1 in Washington DC.

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

Melinda Slatt,

Executive Secretary, Umatilla County Board of Commissioners