

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of May 3, 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: Curt Thompson, Pendleton School District/CTE Coordinator; Susan Bower, EO Business Source Consultant; Dan Lonai, Administrative Services Director; Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer

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 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 Commissioner Elfering expressed congratulations to Susan Bower on receiving a NACo (National Association of Counties) award for the capacity building program, a nationwide acknowledgment. Great job! Commissioner Murdock noted two outstanding programs were submitted. Chair Givens suggested contacting the East Oregonian and area newspapers if not already done.

Minutes of Previous Meeting – April 5, 2017 Board meeting. **Commissioner Murdock moved to approve the minutes of the 4/5/17 Board meeting. Seconded by Commissioner Elfering. Carried, 3-0.**

Additions to Agenda. None.

Public input for those items other than on agenda Chair Givens advised this is the time for public input (for other than a scheduled item on the agenda) and also for recognition of visitors. He then asked all to introduce themselves.

Presentations. Curt Thompson, Pendleton School District, School to Careers Program Coordinator. He thanked the Commissioners for contributions and support to the program in preparing students for the future in careers. There are 50 partners and the number is growing. There are 40 job shadow and intern placements as well as a lot of advisers and guest speakers. Initially, a lot of students left the area, but now the STC program is bridging a connection to stay in Pendleton. He is looking at grants moving forward (7 applications are out now and, next year, he hopes to fully fund the program and to expand into Pilot Rock, Nixyawii and more). He complimented Susan Bower, Eastern Oregon Business Source, in addition to the County. The goal for some higher tech jobs will partner with BMCC. On May 8, options will go to the school board about this remarkable program. He

presented mugs designed and produced with engraving by students looking to work with design, processing and manufacturing as well as marketing. There are a lot of connections across the board. Commissioner Murdock asked about voters passing by significant margin for funding of career education. Mr. Thompson noted allocations were to be made on Measure 98 for 6/30, but there is not consensus. The most recent word from the Oregon Department of Education is anticipating 2/3 the original allocation, pushing the date back to end of August, which would mean funds would not be available to schools until September 15. This presents difficulties in the planning process since funding is unknown until after school starts. The School Board is committed to the schools piece – it is not just CTE (it took about 1/8 of the revitalization grant of \$391,000 to get the school to careers component kicked off). The need is to lead to jobs of interest to students. Again, with the County and EOBS support as well as the school district, it is a tremendous opportunity. Commissioner Elfering expressed the importance of this type of program and also feels it plays a large role in improving graduation rates by keeping students interested. For example, apprenticeship programs are great careers and bright students are welcome. Susan Bower also expressed appreciation to the Board and added through EOBS she will continue to write grants.

Business Items:

1. **Board meeting schedule.** Doug Olsen noted the May 24 meeting was previously reset from May 17 due to lack of quorum. The date is proposed to be changed again to May 22 due to another change in Commissioners' schedule causing a lack of quorum. **Commissioner Elfering moved to reschedule the Board meeting to Monday, May 22, 9 a.m. Seconded by Commissioner Murdock.** Mr. Olsen noted that on May 24, the meeting must be called to order then continued to June 7, 2017 for the previously noticed public hearing. Commissioner Murdock will be available on 5/24. Mr. Olsen noted the parties are aware; however, the Planning Department public notice has been published.
2. **Foreclosed Property Auction.** Mr. Olsen reported this is the annual auction for foreclosed property (listed individually in the Order) proposed for June 27, 2017. **Commissioner Elfering moved to adopt Order No. Tax2017-01. Seconded by Commissioner Murdock. Carried, 3-0.**
3. **Elections Payable.** Dan Lonai, Administrative Services Director, presented. This is an annual payable to Ryder Elections Services for ballots for the upcoming election. **Commissioner Murdock moved to approve the payable to Ryder Elections Services LLC in the amount of \$16,018.83. Seconded by Commissioner Elfering. Carried, 3-0.**
4. **Milton-Freewater Broadway Building HVAC Contract.** Mr. Lonai presented. A request for proposals was issued for the replacement of the HVAC system at the Broadway building in Milton-Freewater. Two proposals were received, with the lower bid from Murphy's Heating & Air to replace the HVAC system at the Broadway Building. In addition, the company also submitted a proposals for phase 2 (repairing ductwork and returns under the building). Murphy's will install heat pumps, which are more energy efficient. The project will be funded by the Milton-Freewater Capital Improvement fund. Commissioner Elfering commented on bid amounts – why the huge difference (\$19,850 vs. \$31,195)? Mr. Lonai did not know, but the big expense will be to replace the duct work. **Commissioner Murdock moved to approve the contract to Murphy's Heating & Air for the Broadway Street building HVAC system in the amount of \$19,850. Seconded by Commissioner Elfering. Carried, 3-0.**
5. **Milton-Freewater Main Street Building HVAC Contract.** Mr. Lonai presented. A request for proposals was issued for the HVAC system replacement at the Main Street building in Milton-Freewater. This building housed the Sheriff's office and the Watermaster. Two proposals were

received with the lower proposal coming from Murphy's Heating & Air, \$16,450. The project will be funded by the Milton-Freewater Capital Improvement fund. **Commissioner Elfering moved to approve the contract to Murphy's Heating & Air for the Main Street building HVAC system in the amount of \$16,450. Commissioner Murdock seconded. Carried, 3-0.**

6. Rural Addressing System Ordinance Amendment – Public Hearing. Chair Givens called the public hearing to order at 9:28 a.m. The staff report was made by Mr. Olsen. This is the first reading of Ordinance No. 2017-07, to propose amendments to the Rural Addressing System Ordinance. The Ordinance was first adopted in 1992. Most of changes relate to the initial addressing and naming – now to be deleted; in addition, all road names have been updated. Many more private lanes exist since 1992. Chair Givens asked for public comments? None were heard. He closed the hearing at 9:29 a.m. **Commissioner Murdock moved to set the second reading of Ordinance No. 2017-07 on May 22, 9:15 a.m. Seconded by Commissioner Elfering. Carried, 3-0.**

7. Budget Transfers. Presented by Robert Pahl, Chief Finance Officer. There are nine transfers to consider today. Budget Order 2017-45 (Fair Improvements) requires transfer of appropriations to increase Materials & Services \$70,000 and decrease Contingency by same amount. Budget Order 2017-46 (Special Transportation) requires transfer to increase Materials & Services \$85,000 and decrease Contingency by same amount. Budget Order 2017-47 (General County – Human Resources) requires increase to Materials & Services \$15,000 and decrease by same amount. Budget Order 2017-48 (General County – District Attorney) requires transfer to increase Personnel Services \$20,000 and decrease Materials & Services by same amount. Budget Order 2017-49 (General County – Records & Archives) requires transfer to increase Personnel Services \$2,000 and decrease Materials & Services by same amount. Budget Order 2017-50 (General County – Cooperative Extension Services) requires transfer to increase Materials & Services \$126,000 and decrease Personnel Services by same amount. Budget Order 2017-51 (General County – Juvenile) requires transfer to increase Materials & Services \$200,000 and decrease Personnel Services by same amount. Budget Order 2017-52 (General County – Board of Commissioners) requires increase to Personnel Services \$3,000 and decrease Materials & Services by same amount. Budget Order 2017-53 (County Fair-Fairgrounds) requires transfer to increase Materials & Services \$6,000 and decrease Personnel Services by same amount.

Chair Givens asked about Order 2017-53 Fairgrounds. Mr. Pahl noted Fairgrounds will be closing but there were some minor things to be moved out of Materials & Services in order to not be over-budget. There may be some money left there but no money in particular since it is a stand-alone fund with the Fair; anything left in Fairgrounds goes to the Fair (which has been done).

In the matter of Approving Transfers of Appropriations Pursuant to ORS 294-463 for the Fiscal Year ending 6/30/17: Commissioner Murdock moved to approve and adopt Budget Order 2017-45 (Program 4023 – Fair Improvements). Seconded by Commissioner Elfering. Carried, 3-0.

Commissioner Elfering moved to approve and adopt Budget Order 2017-46 (Program 1013 – Special Transportation). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to approve and adopt Budget Order 2017-47 (Program 1006 – Human Resources). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to approve and adopt Budget Order 2017-48 (Program 2022 – District Attorney). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Murdock moved to approve and adopt Budget Order 2017-49 (Program 3518 – Records & Archives). Seconded by Commissioner Elfering. Carried, 3-0.

Commissioner Murdock moved to approve and adopt Budget Order 2017-50 (Program 4016 – Fair Improvements). Seconded by Commissioner Elfering. Carried, 3-0.

Commissioner Elfering moved to approve and adopt Budget Order 2017-51 (Program 5342 – Juvenile). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Murdock moved to approve and adopt Budget Order 2017-52 (Program 1004 – Board of Commissioners). Seconded by Commissioner Elfering. Carried, 3-0.

Commissioner Elfering moved to approve and adopt Budget Order 2017-53 (Program 4043 – Fairgrounds). Seconded by Commissioner Murdock. Carried, 3-0.

8. Personnel Policies – Update. Jennifer Blake, Human Resources Director, presented. Human Resources has started the review of all county personnel policies to ensure policies are up to date. Article 1 review is complete, as well as 2.1, 2.6 and 4.6. There are largely no changes. In particular, probationary period, 2.6, changed to bring it into line with recently negotiated union contracts. 4.6, insurance, update language on eligible employees to bring it into line with practice. **Commissioner Elfering moved to approve Personnel Policies Article 1, 2.1, 2.6 and 4.6 and to authorize the Chair to sign. Seconded by Commissioner Murdock. Carried, 3-0.**

No Executive Session needed.

Commissioner Reports.

Commissioner Elfering took a recent trip to Vale to meet with the District Manager of BLM pertaining to isolated parcels of land in Umatilla County that BLM holds possession. Mr. Don Gonzalez is willing to seek out to transfer properties to local entities – he is working on that.

Commissioner Murdock will attend the Olinger Elementary School Dedication on Friday. In addition, he is participating in the Cinco de Mayo events in Hermiston on Saturday. And, he will attend the Pendleton Downtown Association’s annual meeting Saturday afternoon.

Chair Givens will attend the monthly meeting of the Metropolitan Planning Organization in Walla Walla that afternoon. On Monday, he attended a meeting of the Local Officials Advisory Council to LCDC and DLCDC in Salem. The Committee is being repurposed due to changes in officers and members (either not reelected or who moved out of Oregon). He noted new members from Yamhill County and from Lake County. LOAC looks at goals and objectives of the committee functions. He chairs the committee at this time.

AOC will hold regular joint committee meetings May 8. The Stepping Up Initiative C-3 Summit (mental health and diversions of mentally ill people in jail) will be on May 9. May 22-26 is the Western Interstate Region of the National Association of Counties in Sunriver. Deschutes County hosts this year.

NEACT will hold a meeting the first Thursday in June at which time he hopes to turn the gavel over as chair of that group.

The meeting adjourned at 9:47 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners