

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of June 28, 2017  
10:30 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**County Counsel:** Doug Olsen

**Members and Guests Present:** Kyle Waggoner, Umatilla County Soil & Water Conservation District District Manager; Michael Ward, Umatilla Basin Watershed Council Director; Brian Wolcott, Walla Walla Basin Watershed Council Director; Sheriff's Office: Capt. Dave Williamson, Undersheriff Jim Littlefield; Sgt. Dwight Johnson; Dick Ferranti, Ferranti Graybeal Insurance Agent; Shawn Halsey, Umatilla Morrow Radio Data District Administrator; Robert Pahl, County Chief Finance Officer; Mike Ciraulo, Pendleton Fire Chief; Tamra Mabbott, Planning Director; Gina Miller County Code Enforcement

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**CALL TO ORDER**

The meeting was called to order at 10:30 a.m. Chair Larry Givens welcomed all.

**Pledge of Allegiance** was led by Commissioner Elfering.

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 Elfering moved to approve the minutes of the 6/7/17 Board meeting and the 6/7/17 joint Board and Fair Board meeting. Seconded by Commissioner Givens. Carried, 2-0.

**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 asked all to limit time to 3 minutes for presentations due to lengthy agenda.

**Presentations.** None.

**Business Items:**

1. **Umatilla County Soil and Water Conservation District.** Kyle Waggoner, District Manager, UCSWC, 1 SW Nye, Pendleton. He gave a PowerPoint presentation including details of accomplishments over the year through outreach, project planning and implementation (grants, technical assistance and consulting) and assisting producers in conservation (soil, water quality, production, creating a lasting operation and CREP plantings). Utilizing \$8,000 of the County's \$10,000 contribution for the Upper Greasewood Conservation Alternatives Project and the remaining \$2,000 was used as leverage for three other grants awarded to the District.

Walla Walla Basin Watershed Council. Brian Wolcott, Director, PO Box 68, Milton-Freewater. He gave a PowerPoint presentation including details of accomplishments over the year. The Council used the County's \$10,000 to leverage \$1,370,660 from the BPA, state, federal and Foundation to complete projects to solve water problems while reducing the risk of Endangered Species Act enforcement on local landowners and businesses. Mr. Wolcott elaborated on the projects (White Ditch irrigation piping, Roloff farm water storage, two new shallow aquifer recharge sites, completed designs for a fish habitat project, ongoing water level monitoring – river, creeks and groundwater, bi-state stream flow study and science education field trips and tours).

Umatilla Basin Watershed Council. Michael Ward, Director, 920 SW Frazer Ave #210, Pendleton. He gave a PowerPoint presentation. He highlighted recent projects including Wildhorse Creek Target Implementation Study, Dillon Dam Removal - phases 1 & 2, Athena Bridge Passage Feasibility Study, Lower Umatilla River Riparian Re-Vegetation – phase 1 PE and Birch Creek Assessment and Action Plan. The Dillon Dam renewal has been in the works many years – it will come out starting in July and will help with fish passage and improved habitat – the project is a high priority for UBWC partners CTUIR, ODFW, Umatilla County, Westland Irrigation District and the City of Echo.

There was additional discussion about the Columbia River exchange and outreach efforts. It was noted the \$10,000 County contributions to each of the three councils go to projects with great leverage for funding – more or less used as seed dollars for county projects.

2. Workers' Compensation, Property and Liability Insurance Renewal. Dick Ferranti, Agent, Ferranti Graybeal Insurance, 408 E Main, Hermiston, presented the County's annual workers' compensation, property and liability insurance renewal. He provided handouts to the Commissioners. He began with workers' compensation. There is good news with the end result being the premium is down by \$20,000; however, property casualty will be going up by over \$37,000. He elaborated about loss history wherein most of the premium is associated with losses occurring. Since 2010 where there were higher claims, it affected the experience rating for three years. Last year and this year finishing up, they go back four years and use 3 years' experience. Page 2 of handout showed payroll times the rate per each classification = premium. .78 is the mod factor, which is a 22% better average than other cities and counties in Oregon. Page 3 showed history statistics. Rates X payroll plus experience mod = reduction of 22% premium. Discounts (volume discount) and costs are added = 3.5% discount. And, state taxes and federal taxes are part of the formula. Over the years it's been found to be best to go with a flat fee rather than a commission basis; this is still fair based on the County's situation. The last page shows the reason the County has gone with SAIF vs. CIS; dividends received for last six years consecutively; however, that is not guaranteed, but significant amounts have been received and thus is the reason to stay with SAIF. CIS is competitive on a retro basis, but Umatilla County is not large enough to be part of that provider.

Property and Liability Insurance – the County has selected CIS for this insurance. It is a self-insured pool and rates are affected throughout the state by the participants. Mr. Ferranti's handout showed values of property showing that insurance has gone down when compared from 2014. Regarding liability insurance, a decision made by Commissioners years ago for autos coverage has been proven to be a great decision with no major claims in 20 years. However, rates are going up from \$58,000 to \$66,000. The big area is general liability for tort claims other than auto; the rate is now \$384,000 up from \$343,000. He is hoping rates will stabilize at some point; comparison over the last few years shows that rates are tied to overall statewide rates. The premium total of \$491,000 compares to \$455,000 last year. In response to Commissioner Elfering's question about loss ratio, Mr. Ferranti didn't have the specific amount, but it varies. There have been no major claims. He doesn't see a trend – it is strictly statewide overall. Comments were made about high costs of jail lawsuits and Mr. Ferranti talked about tort limits going up.

**Commissioner Elfering moved to continue current workers' compensation with SAIF and approve the payable for the premium. Seconded by Chair Givens. Carried, 2-0. Commissioner Elfering moved to approve the property and liability insurance with CIS and approve the payable for the premium. Seconded by Commissioner Givens. Carried, 2-0.** Commissioner Elfering thanked Mr. Ferranti for his hard work as the County's insurance agent.

3. Emergency Management Update. Tom Roberts, Emergency Manager, provided an update. Revenues: for the current fiscal year, on 6/20 grant funds through OEM reallocated \$125,000 back to local jurisdictions – Umatilla County will receive approximately \$4,364 (which will be applied towards personnel costs). This is an addition to a grant already awarded. Secondly, \$80,242 in reimbursements is expected as revenue for the coming fiscal year. Two potential grants pending -- 2018 emergency preparedness grant – needs authorization by the Board for this grant. \$28,000 is the tentative award to be used for Hazardous Materials Emergency Preparedness tabletop exercise for 2017 fiscal year; the remaining 20% is in soft match (in kind), which is where he needs Board approval (the grant is through the State Fire Marshall). **Commissioner Elfering moved to approve the 20% soft match for the Hazardous Materials Emergency Preparedness grant. Seconded by Commissioner Givens. Carried, 2-0.** Mr. Roberts noted the tabletop exercise can now be planned. Regarding the State Homeland Security grant, this was previously discussed at the time of application. OEM has put out a ranked list, which is the first step in fund allocation; one of the County's two projects made funding list. \$24,000 was requested for small unmanned aerial systems – OEM has ranked that project with an award of \$15,000. The second project just missed the list; it was a request for approximately \$94,000 with Morrow County (for ATVs). He has been also been working with EOTEC for the Fair. A plan is being presented to the EOTEC Board soon based on the tabletop exercise. He has also been kept busy in preparation for the eclipse event coming this summer.
4. Ambulance Service Area Boundary Adjustment. The public hearing was called to order at 11:29 a.m. by Chair Givens. Mr. Roberts presented as administrator for the ambulance plan. The Committee requests a boundary change between the CTUIR boundary and Medic 400, to be effective on July 1. Upon approval, it would be added to the plan. Commissioner Elfering asked Mr. Olsen about previous decision for the District boundaries. Mr. Olsen advised the area was excluded on the Reservation for the new district, but did not change the ASA boundary. That is what is before the Board now for consideration. Chair Givens asked for public comments in favor of the amendment. None were heard. Mr. Olsen pointed out one other change of the amendment is to revise ASA2 – whereby the Hermiston and Umatilla area will be combined into one ASA. There were no other questions or comments. Chair Givens closed the hearing at 11:35 a.m. **Commissioner Elfering moved to adopt Ordinance No. 2017-10. Seconded by Commissioner Givens. Carried, 2-0.**
5. Mobile Command Vehicle. Jim Littlefield, Undersheriff, presented. He introduced Capt. Dave Williamson, Sgt. Dwight Johnson and Emergency Manager Tom Roberts – available for additional questions if needed. Board approval is sought to purchase a Mobile Command Vehicle. The unit is currently owned by radio district, which agreed to sell for the price of \$65,000. It is still in use by radio district, but its needs have changed and a smaller vehicle is more desirable to get better access to radio towers. Payment would be deferred to next fiscal year. He provided independent appraiser information and pictures (projected on the monitor). Other items of equipment would be very useful. Funds would come from the Fleet Management Fund. This would be in lieu of purchasing two administrative vehicles, which are currently functioning fine. They can go one more year and go into the replacement cycle next year. Discussion included inside equipment needs, seating of 4-6, etc. In addition, Chair Givens suggested at some point adding an attached side awning for more outside space. Undersheriff Littlefield noted this vehicle would be better than what is used currently; it would get people out of the cold and the heat. Inside equipment would come out of combination of existing budget plus more. Chair Givens

noted importance of looking at the best value for the dollar – is this the best? Undersheriff Littlefield noted due diligence has been done and this unit is the best fit. Tom Roberts, Emergency Manager, spoke to fiscal responsibility – this will allow ability to mobilize command staff – as a phased plan -- start small and agile to provide mobile access in remote areas. He also looked at grants – they like phased projects, which this one is, as well as buy-in and commitment of local entities. This unit is also larger and could be used with a trailer – this is an idea for phase 2. Some grants are 100% based on phases. This vehicle matches the vision and specifications are absolutely what is needed. **Commissioner Elfering moved to approve purchase of a mobile command vehicle as presented. Seconded by Commissioner Givens. Carried, 2-0.**

6. Budget Transfers. Robert Pahl, CFO, gave the staff report. There are three transfers of appropriations to consider. Order 2017-79 (AWERE Community Benefit Plan) requires a transfer of appropriations unknown at budget adoption to increase Materials & Services \$2,000 and decrease in Contingency by same amount. Order 2017-80 (Environmental Health Fund - On-site Septic) requires a transfer of appropriations unknown at budget adoption to increase Personnel Services \$3,000 and decrease in Materials & Services by same amount. Budget Order 2017-81 (Civil) requires a transfer of appropriations unknown at budget adoption to increase Personnel Services \$5,000 and decrease General Fund Contingency by same amount. **In the matter of Approving Transfer of Appropriations pursuant to ORS 294.463 for FY ending 6/30/17: Commissioner Elfering moved to approve Budget Order 2017-79 (Program 1602 – AWERE CBP). Seconded by Chair Givens. Carried, 2-0. Commissioner Elfering moved to approve Budget Order 2017-80 (Program 5514 – On-Site Septic). Seconded by Chair Givens. Carried, 2-0. Commissioner Elfering moved to approve Budget Order 2017-81 (Program 1558 – Civil). Seconded by Chair Givens. Carried, 2-0.**
7. Nuisance Ordinance – Dangerous Building Abatement. Chair Givens opened the public hearing at 11:48 a.m. Staff report was given by Mr. Olsen. Previously, the Board heard about the poor condition of a building that had no way to address violations; it was not a solid waste situation, but it is a dangerous building. The regulation requested was requested for drafting and consideration. It is largely based on similar ordinance out of Clackamas County in order to provide a means for abatement and the capability of the County to step in for abatement. It would be similar to solid waste ordinance along with code enforcement, but this ordinance is specifically designed for commercial zones. In response to a question by Chair Givens about what kind of “teeth” will it have, Mr. Olsen advised if they do not handle abatement themselves, there would be a fine of \$1,000 then \$500/week if they don’t take care of the problem. Then, the County can abate the problem and assess charges back to property owner. Chair Givens asked for comments by public; nothing was heard. He asked for any in favor or in opposition? Nothing was heard. He closed the public hearing at 11:51 a.m. Mr. Olsen advised the Board they could take action today; a second reading of the ordinance is not required. **Commissioner Elfering moved to adopt Ordinance 2017-11. Seconded by Commissioner Givens. Carried, 2-0.**
8. Roofing Payable. Mr. Olsen presented. The Board on 5/22/17 approved a contract to roof a portion of the maintenance shop; however, insulation was not included in the original approved bid. The full amount of the contract is \$20,760. **Commissioner Elfering moved to approve the additional payable of \$5,060 to Palmer Roofing. Seconded by Commissioner Givens. Carried, 2-0.**
9. Generator Payable. Mr. Olsen presented. A new generator was to be installed. Additional costs ran the total up to \$8,843, compared with the under \$5,000 approved by CFO as allowed by policy. The Sheriff’s Office previously requested and received approval of the generator replacement, but when the work was completed, additional charges had been incurred. Chair Givens asked Mr. Pahl for his thoughts from the finance/budget standpoint. Mr. Pahl believed that the budget would be okay. Commissioner Elfering commented this nearly doubled the original amount and there was no competitive bid because it was

under the allowable \$5,000; if this had happened to him personally, he may have handled it differently.  
**Commissioner Elfering moved to approve the payable in the amount of \$8,843.20 to EC Power Systems of Oregon. Seconded by Commissioner Givens. Carried, 2-0.**

There was no executive session.

The meeting adjourned at 11:57 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners