

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Administrative Meeting of August 29, 2017  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**County Counsel:** Doug Olsen

**Members and Guests Present:** Paul Chalmers, County Assessment & Taxation Director; David Tanner, Vadata DCO Cluster Manager; Lloyd Chee, Amazon Corporate Counsel; Jennifer Blake, County Human Resources Director; Dale Primmer, County Community Justice Director; Robert Pahl, County Chief Finance Officer

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**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 Murdock asked to postpone this item for the next regular Board meeting on 9/6/17 for more time to prepare.

**Minutes of Previous Meeting.** None.

**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. None were noted.

**Presentations.** None.

**Business Items:**

1. **Public Hearings – SIP Approval.** Chair Givens called the public hearing to order at 9:03 a.m. Paul Chalmers, Assessment & Taxation Director, gave the staff report. He is one of Strategic Investment Program Committee negotiating team. A portion of this project is in collaboration with the City of Umatilla as some development will be in their “back yard”, but benefits are to be reached county-wide. Development is in the early stages; however, certain partners are here and will stay for the long-term although the final scope is not clear. There have been years of relationship building – in Umatilla over the last many years, he has worked with three different city managers. Currently, it is Russ Pelleberg.

The County SIP team includes, Robert Pahl, Doug Olsen and himself (Commissioner Murdock also pointed out he was the Board Commissioner on the SIP team, as a matter of disclosure). The Committee

recommends approval. Chair Givens also noted one more person he worked with at Umatilla was J. R. Cook.

Chair Givens asked for public comments (none were heard); he asked for proponent comments. Lloyd Chee, Amazon Corporate Counsel, advised he felt no comments needed to be made other than they are supportive of the SIP agreement. Chair Givens welcomed them into the “county family”. Commissioner Murdock added on a related note, there are positive additions to the tax base and family wage jobs, but also the connection to BMCC for a tech program they have established to support the industry. There have been 20 graduates and all were hired. It is an ongoing training program and he understands about 70 people are looking to sign up for the program for skilled jobs. BMCC is looking to expand the program on an expedited basis.

No opponents. Chair Givens closed the public hearing at 9:10 a.m. Mr. Olsen noted the next step is to **approve the agreement and sign it, so moved by Commissioner Murdock. Seconded by Commissioner Elfering. Carried, 3-0.** Commissioner Murdock pointed out the cluster manager is a graduate of Pendleton High School – Mr. Tanner. Commissioner Murdock added it is great to have local face on the project.

**Commissioner Elfering moved to approve Order No. BCC2017-057 (regarding Vadata project tax exemption). Seconded by Commissioner Murdock. Carried, 3-0.**

Mr. Olsen advised another SIP agreement was not ready for discussion today. This is for a different location and request was made to postpone Board discussion/action until 9/6/17. **Commissioner Elfering moved to approve Order No. BCC2017-058 (postponing hearing until 9/6/17). Seconded by Commissioner Murdock. Carried, 3-0.**

2. Fair MSU Placement Payables. Mr. Olsen presented; there were two payables related to the moving of the mobile shelter unit from the Stafford Hansell Government Center site to the EOTEC site, that were before the Board for approval. Commissioner Elfering felt there are about three different ways to go with this – will it (mobile unit) be EOTEC property? County property? More discussion about preference if it is not a donation, it also involves Sheriff as the unit was used during Fair for the security office – what is Sheriff’s intent? Commissioner Elfering as liaison didn’t know. Chair Givens pointed out the need to have conversations with EOTEC about paying for the unit maybe as a credit against future payments? Other? Commissioner Murdock wondered if the Board needs to look at a proposal. Mr. Olsen advised, yes. It is County property and has a value (estimated around \$50,000) and Board action will be needed at some time. **Commissioner Murdock moved to approve the two payables. Seconded by Commissioner Elfering. Carried, 3-0.**

**Moving forward, the Board needs to make a determination of County property (mobile unit) and Commissioner Elfering so moved. Commissioner Murdock seconded. He requested discussion. As briefly mentioned earlier, there is a third option. He felt the Board’s quest is to have EOTEC buy the property from the County or give ownership with a lease agreement, or give a credit against an agreement. He reiterated the Board doesn’t want it considered a donation. Carried, 3-0.**

3. Community Corrections Vehicle. Dale Primmer, UCCC Director, presented. As discussed at prior Board meetings, the bid request went out for mid-size all-wheel drive vehicles. A wide variety of bids were received – from small to large vehicles. He is looking to get a better fit and be consistent with vehicles. He deferred to Mr. Olsen. It didn’t meet the department’s needs and Mr. Primmer’s recommendation is to go out for bids again with a tighter description of the scope. **Motion was made by Commissioner Elfering to reject all bids and go out for more bids. Chair Givens seconded. Discussion:**

Commissioner Murdock understood the intent, however, in deference to the Vehicle Replacement Committee – he is uncomfortable with action. He realizes the low-bid vehicle is too small and there is need to do a better job of being more specific of items requested; however, rejecting 6 bids is time-consuming. Chair Givens wanted to have some better clarification before the vote about the VR Committee expectations and how best to move forward. Mr. Primmer pointed out he believed he wasn't to specify certain makes/models. Mr. Olsen advised it is allowable to specify examples of three different makes and models or something similar; it is legal to be more specific in the vehicle bid process. Commissioner Murdock noted he will soon be putting out a bid for a mid-sized SUV and is specifying two appropriate models. Mr. Primmer noted there is a large difference between Jeep Compass and a Chevrolet Suburban. **Carried, 2-1, with Commissioner Murdock in opposition.** It was suggested departments need to work with the Vehicle Replacement Committee on specificity. Mr. Olsen advised Mr. Primmer he should contact Bob Nooy at the County Shop and Commissioner Murdock suggested he look at the specifications in discussion of agenda item 4, following.

4. Commissioner Vehicle. Mr. Olsen presented. This is proposal to issue an RFP for a new vehicle for the Commissioner's office as part of vehicle replacement rotation. It will be for a mid-sized SUV with examples of three different model types. The current vehicle would be sold to the County's Community Corrections Department to offset the purchase. Commissioner Murdock added with cooperation of transfer of funds from a non-general fund department into the general fund, this is a new process. **Commissioner Elfering moved to proceed with the RFP. Seconded by Chair Givens. Carried, 3-0.**
5. Planning Director Position. Mr. Olsen presented. With the vacancy in the planning director position, there is need to update the job description to exclude any broad involvement in the County's Economic Development program. Commissioner Elfering added this is part of a restructure based on the vacancy. Commissioner Murdock added after a Board work session, fiscal impact was requested. It has been determined there would be over \$47,000 in savings after conferring with Human Resources Director Jennifer Blake. **Commissioner Murdock moved to approve reorganization and of the job description and duties for the Planning Director position. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Economic Development Position. Commissioner Elfering presented as liaison Commissioner. There has not been a separate director position for a few years. This position will work with him on economic development processes and projects. There is budget available (25% will come back from the Planning Director due to action on item #5 above). **Commissioner Elfering moved to approve creating the position of Economic Development and Tourism Coordinator at a salary Range 25.** The job description will be worked out with Mr. Olsen, Commissioner Elfering and Jennifer Blake. **Seconded by Commissioner Murdock. Carried, 3-0.** Commissioner Murdock added that Ms. Blake, Robert Pahl and he can put together a proposal for consideration by the Board on how funds will be distributed. There will be a cross-over in structuring between Economic Development and Planning. And, he reiterated it is not a negative fiscal impact. It is near \$48,000 to the good.

There was no Executive Session.

There were no Commissioner Reports.

The meeting adjourned at 9:31 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners