

MINUTES
UMATILLA COUNTY BOARD OF COMISSIONS
Meeting of October 4, 2017
9:00 a.m., Room 114, 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: Janet Stevenson and Ron Stevenson, Pendleton; Tim Hart; Sheriff’s Office: Caitlin Slette, Dispatch; Blake Johlke, Criminal; Jaime Shockman, Criminal; Sgt. John Shafer; Capt. Kathy Lieuallen; Capt. Dave Williamson; Undersheriff Jim Littlefield; Sheriff Terry Rowan; Robert Pahl, CFO; Jennifer Blake, County H. R. Director; Thomas Roberts, Emergency Manager; Tom Fellows; Public Works Director; Matt Kenny, Public Works; Robert Pahl, CFO; Jamie McLeod-Skinner, central Oregon resident.

CALL TO ORDER

Chair Givens called the meeting to order at 9:00 a.m. He reminded those present it is a public meeting. It is being audio and video recorded and minutes are being taken. Comments will be made part of the record.

Commissioner Elfering led the pledge of allegiance.

Awards and Recognitions: Commissioner Murdock noted he recently was contacted by Patsy Taylor of Double M Ranches who had concerns about the large volume of truck traffic on the road that leads to a manufacturing plant in Stanfield. He requested the assistance of Public Works Director, Tom Fellows, and Undersheriff Jim Littlefield to investigate. Patsy Taylor called him to express appreciation for the positive response of Undersheriff Littlefield and Mr. Fellows in resolving the problem.

Commissioner Elfering noted recognition of Caitlin Slette who recently attended DPSST Dispatch School for basic communications class and graduated first in her class. Ms. Slette received the prestigious Carol Fagan Academic Award. Congratulations!

Capt. Kathy Lieuallen came forward to provide additional information about the academic award Caitlin Slette received. She received 100% on testing and received the highest achievement for a telecommunicator. She also gave background information about Carol Fagan for which the award was named. Dispatcher Karen Primmer also remarked about the color guard arranged by Ms. Slette and another classmate while attending DPSST. Pictures were taken.

Employee Excellence - 4th Quarter. Commissioner Elfering read the nomination letter(s) of Jaime Shockman of the Hermiston Sheriff’s Office; a 9-year employee at the County. She is a great team member who goes above and beyond with great professionalism and customer service. He presented her with a Certificate of Achievement, the letter, candy and balloons. A picture was taken. Congratulations!

Correspondence. Commissioner Elfering noted the County annually puts in money for a “bump” to equalize the bidding process at livestock auctions. Many thank you cards have been received in the last few months from youth showing at the Milton-Freewater Junior Show and at County Fair. And more are expected after the Pendleton Junior Livestock Show held September 23.

Minutes. **Commissioner Elfering moved to approve the minutes of the Board meetings of 8/16/17 (Executive Session); 9/6/17 and 9/20/17. Seconded by Chair Murdock. Carried, 3-0.**

Additions/Changes to Agenda. None.

Public Input. Chair Givens noted this is time for input from the public for other than agenda items. None.

Business Agenda.

1. Emergency Management Grant. Thomas Roberts, Emergency Manager, reported. A grant has been awarded up to \$10,000 from the Oregon State Fire Marshall's Office to have a plan written for handling emergency hazardous substances. He has been working with Local Emergency Preparedness Committee (required by state law) and previously came before the Board for the initial grant application. An Intergovernmental Agreement is to be signed for allocation of funds. Pat Hart has been selected to write the plan based on his experience and knowledge. In addition, Mr. Roberts requested Board approval upfront giving him authorization to spend beyond his normal allowable expenditure of \$3,000 – up to the \$10,000. There is no match requirement. Mr. Olsen noted a contract is drafted with Mr. Hart. Under the County fiscal policy, Mr. Olsen and Mr. Pahl did not feel it is appropriate to authorize Mr. Roberts for amounts over \$3,000 and up to \$10,000. **Commissioner Elfering moved to approve the IGA and authorize Pat Hart to provide the services to write the plan. Seconded by Commissioner Murdock. Carried, 3-0.**
2. Road Vacation. Matt Kenny, Public Works, reported. Property owners along a portion of Pine Creek Road have filed a petition to vacate a portion of the County Road from Narkus Lane to the end of the right-of-way. There are issues with non-property owners causing vandalism, fires and other damages. Tom Fellows, Public Works Director, noted the road is graded one time a year; there is no snow removal or other maintenance. The end of Pine Creek Road is a locked gate; it goes down to MeadoWood Speech Camp. At some future date, the road has the potential of being a through road to connect with Hwy 204. The petition meets the statutory requirements. At a future point, there would be a public hearing. Today the Board would decide on the petition for further action. Ron Stevenson and Janet Stevenson, property owners were present. Other property owners have supported the petition for the road to be shut down. Property owners need ingress and egress and then they would take over responsibility of maintaining the road. Narkus Road uses multiple locks; Pine Creek Road would be handled the same way. Commissioner Murdock advised he is very familiar with the road and agreed exposure on the back-side to property owners is a problem. **Commissioner Murdock moved to accept the petition and refer to Public Works for investigation and to report back to the Board. Seconded by Commissioner Elfering. Sheriff Rowan commented patrols are available in that area. Carried, 3-0.**
3. Local Improvement District. Mr. Kenny reported. Landowners along Lloyd Road petitioned to form an LID for paving/widening the County Road from Highway 207 to the intersection of Minnehaha. Requirements have been met regarding abutting property owners. One property owner would deed property for right of way as the contribution to the County. Mr. Fellows wanted to evaluate the value of the contribution of deeding the ground compared to other property owners. Mr. Kenny advised it is 1.9 acres. Mr. Olsen advised that under the formation process, landowners would have a vote. **Commissioner Elfering moved to accept the petition and refer to Public Works for investigation and report back to the Board. Seconded by Commissioner Murdock. Carried, 3-0.** Mr. Fellows

added a consultant will need to evaluate the cost of the project and advise of the property percentage moving forward.

4. Postage Meter Purchase. Dan Lonai, Administrative Services Director, presented. It costs over \$500 per month to continue the lease for the current postage meter for 5 years. It is an old machine and is past life expectancy– they have had issues with it breaking down for some time and it makes more sense to buy a new machine. Two bids were received from a recent Request for Proposals. One from Pittney-Bowes and one from Pacific Office Automation. He went over bid comparison and recommended the Board accept the bid of \$13,350.44 from Pacific Office Automation based on machine features and better overall costs over a 5-year period. Even though the upfront cost is higher, the overcall cost to the county will be lower. Mr. Pahl agreed and added that fiscally it is better to buy than to lease. **Commissioner Elfering moved to approve. Seconded by Murdock. Carried, 3-0.**
5. Sidewalk Replacement Contract. Mr. Lonai reported. A Request for Proposals was previously approved to replace the Courthouse front sidewalk with new sidewalk and diagonal ADA parking. The long- range plan is to make a single entry at the front of the Courthouse. Step 1 is the ability to have handicapped access at the front and it could be done in conjunction with sidewalk replacement (priority at this time). One bid was received from Loran Lindell Construction for a total of \$65,628.59. He explained the scope of the project. Originally, the project was projected at \$40,000. The facility improvement fund is sufficient, but down the line, less money will be available to spend on other preventative maintenance items. Mark Tanner, Maintenance Supervisor, has been working with City regarding sidewalks and parking. Tree trimming and possible removal needs to be considered moving forward. Commissioner Murdock added he has been a major proponent of getting sidewalks replaced since they can be a big liability. The County should move forward immediately. **Commissioner Murdock moved to approve.** In response to Commissioner Elfering’s question about diagonal parking, Mr. Lonai advised it would start at Elections (south end on SE 4th Street) and go to the water fountain. It would not affect the clock tower. Theoretically, it would result in more parking spaces, but handicap spaces require a bit more room. In addition, visitor parking will be marked with signs (5 or so spaces). **Seconded by Commissioner Elfering. Carried, 3-0.**
6. Creation of Position – Veteran’s Office. Commissioner Murdock presented. With passage of Oregon Ballot Measure 96 at 83.7% across the State, Veterans Services will potentially be receiving a funding increase. An amendment allocated 1.5% of State Lottery’s net proceeds to Veterans Services. Human Services is requesting a new position for an additional half time Veterans Service Officer Assistant to work primarily as a recruiter in the community and would be cross-trained for ability to create and work claims along with the current Vets Service Officers. **Commissioner Murdock moved to approve an additional Vets Services Officer Assistant contingent on funding and to not fill the position until the County secures proposed state funding via Ballot Measure 96 lottery dollars. Seconded by Commissioner Elfering. Carried, 3-0.**
7. Public Health Triennial Review. Jim Setzer, UCo Health Director, presented. The Oregon Health Authority reviews areas of operation in the Health Department every three years. The review occurred in July and formal notification of results was received this week. He has been working on addressing findings since July. He noted the Health Department has gone through a lot of transition in the last three years. He and Health staff have been working on issues determined in the findings – many of which

have been resolved. The report also includes recommendations, which he is looking to implement as much as possible. Mr. Setzer felt the review was very intense-maybe harsh but fair, and a few findings he has requested assistance in resolving; however, he wasn't sure about the effectiveness. Commissioner Murdock noted OHA is in the process of transition. And, in fairness to Mr. Setzer, OHA has not been able to have a complete team to provide resolution assistance. Even though OHA has offered to help, he felt as liaison commissioner and with his experience, the items will be resolved. Setzer. Chair Givens asked for a motion **to accept the OHA report as well as Mr. Setzer's proposal to move forward with his implementation plan--so moved by Commissioner Murdock. Seconded by Elfering. Carried, 3-0.**

8. Planning Commission Appointment. Mr. Olsen presented. Suni Danforth's term on the commission has expired, but she is willing to be reappointed and is eligible (term is 1/1/17 ending 12/31/20). **Commissioner Elfering moved to approve/adopt Order No. BCC2017-064. Seconded by Murdock. Carried, 3-0.** Commissioner Murdock asked if the Planning Department plans to send a letter of thank you to Suni Danforth for her service. Mr. Olsen advised a letter will be prepared.
9. Livestock Compensation Payments. Mr. Olsen advised this item deals with 2016 livestock losses. The Wolf Depredation Advisory Committee reviewed applications for compensation for lost and missing livestock; 4 applications were approved and added to the 2017 grant application and these funds were approved by the State, and are before the Board for county approval. Commissioner Murdock commented of his possible conflict of interest regarding one payment and advised he will abstain from the vote. **Commissioner Elfering moved to adopt Order No. BCC2017-065 and sign payables (\$2,662.38; \$700; \$8,024.64; and \$524.98). Chair Givens seconded. Carried, 2-0. Commissioner Murdock abstained.**
10. SUV Proposals. Mr. Olsen noted two proposals were presented to the request for proposals for a new car for the Commissioners. Chair Givens opened the sealed proposals. The first was from Sherrell Chevrolet for a 2018 Equinox in the amount of \$33,871. The vehicle is in stock with 2- day delivery. The second was from Tom Denchel Ford Country for a 2018 Ford Edge in the amount of \$32,750. It would take 12-14 weeks for delivery. Commissioner Murdock advised he would like to have the vehicle ASAP in order to release his current vehicle to Community Justice who has immediate need for the vehicle and paid \$12,000 to the purchase of a new vehicle, plus he does not want to log in more miles. **Commissioner Elfering moved to approve purchase of the Equinox from Sherrell Chevrolet in Hermiston. Seconded by Chair Givens. Carried, 3-0. It was noted the award of bid is based on short delivery date – 2 days vs. 3 ½ months.**

There was no Executive Session.

Chair Givens asked the remaining guest to introduce herself: Jamie McCleod-Skinner advised she is from Central Oregon and will be running for the Second Congressional District. She is attending public meetings in the area. She appreciated the process of the meeting today; it was very informative. She encouraged talking with her about key issues by Board and staff.

Commissioner Reports.

Commissioner Elfering attended West End Mayors monthly meeting yesterday at Hermiston; the only town not represented was Umatilla. The talked about cooperation among cities and with the county. Of particular interest was the economic development discussion. Regarding the transfer of depot property to CDA,

unfortunately, word was received from the Army that date has once again been moved back several months. It was to be 12/1/17, but now may happen in May, 2018. Work continues on economic development at the depot property, but is confidential at this time. Regarding the position recruitment for Economic Development and Tourism, Jennifer Blake, H.R. Director, and Commissioner Murdock noted six applications have been received. Commissioner Elfering noted Mark Morgan (Hermiston Assistant City Manager) agreed to serve on the interview committee.

Commissioner Murdock added, as part of Mayors meeting, Hermiston Mayor Drotzmann advised Hermiston had adopted a report regarding management of the EOTEC facility. Suggestion was made that the County should be included in that report as a co-owner of EOTEC. He will review the suggested Management Plan.

He expressed appreciation to Mr. Olsen and Mr. Chalmers for their leadership role in attending recent meetings of Oregon Biz regarding SIP (Strategic Investment Program) proposals, both of which were passed by the Commission.

He will attend the Greater Oregon Behavioral Health Inc. Board meeting in Astoria tomorrow and Friday (10/5-6).

Chair Givens will attend the monthly Walla Walla Valley Metropolitan Planning Organization meeting that afternoon. Tuesday he attended the Eastern Oregon Counties Association where a main topic was the Blue Mountains Forest Plan. They were asked to boil down/summarize issues by each county. Also in attendance were Forest Service representatives. Counties expressed anger and concerns about the forest plan process. He encouraged including Marine Fisheries and Fish & Wildlife for their input since they can “shoot down” the plan after all has been done. The group felt there should be four main changes: One county wants dramatic changes in grazing management and stubble height. Three different forests have different climates, species and subspecies and therefore different management. They felt the need is really for three separate plans. Regarding timber management, need to consider balance on income, especially for timber receipts and cooperative programs. The desire is for consistency in ranger districts, but there are too many different interpretations. Also discussed was vegetation and growth; logging; disease issues; travel management (roads / closures or not to close). The next step is to have a meeting with the Forest Service and for EOCA to present requests/suggestions. Commissioner Murdock asked about stubble height. Chair Murdock explained it has to do with grass vs. woody grass and the fact water sheds are assessed for regulations about habitat. The group wants to have permittee water shed units vs. a whole basin consideration. It ties to fire hazard depending on height – between 2” up to 8”. He talked about stream riparian, vegetation at streams, etc. Fire hazards are a huge issues as well as timber management and standards need to be reviewed. There is still a lot of discussion of the big differences and needs of each county.

The meeting adjourned at 10:40 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary
Umatilla County Board of Commissioners