

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of June 6, 2018
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Fellows, County Public Works Director; Kyle Waggoner, Umatilla Soil & Water Conservation District-Manager; Matt Kenny, County Public Works-Survey; Dale Primer, County Community Justice Director; Brian Wolcott, Walla Walla Basin Watershed Council-Executive Director; John Shafer, Umatilla County Dispatch; Marie Simonis, County Assistant Finance Director; Robert Pahl, County Chief Finance Officer; Phil Wright, East Oregonian-Reporter

CALL TO ORDER

The meeting was called to order at 9:12 a.m. (*delay due to technical difficulties – Brian Wolcott presentation*). Chair Murdock welcomed all.

Pledge of Allegiance was led by Commissioner Givens.

Chair Murdock 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. He noted there is a point for public input before business items for other than agenda items.

Awards/Correspondence/Recognition. Commissioner Elfering read thank you notes. (1) From Pilot Rock High School regarding Student Leadership Day at the County on May 22. He noted other positive comments were made during the event. (2) From Umatilla-Morrow Head Start, Inc. for County support of the local CASA (Court Appointed Special Advocates).

Minutes of Previous Meeting(s). Commissioner Givens moved to approve the minutes of the 5/16/18 Board meeting. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda. None.

Public input. Chair Murdock 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.

Business Items:

1. **Adoption of Budget – 9 a.m. Hearing.** Chair Murdock called the public hearing to order at 9:14 a.m. He called on CFO, Robert Pahl to present the staff report. He advised the FY18-19 budget was developed starting in about October and, in April, the Budget Committee met and approved the budget for adoption as presented today. Chair Murdock noted there were two days of hearings in a very effective session. He commended managers for their role in budget presentations – this year focused on high points of their budget, where they were and where they are going vs. line by line numbers. There are three citizen Budget Committee members – Beth O’Hanlon, Jeff Leber and Nancy Mabry, who is

serving for her last year. In the coming year, Bobby Levy will take Ms. Mabry's place. The approach to budget conversations starting in October is very successful. Commissioner Givens noted the total budget is \$78,744,604 with a tax base being \$2.84/\$1,000 of assessed value. There were no additional comments. Chair Murdock closed the public hearing at 9:17 a.m.

Commissioner Elfering moved to adopt Budget Order 2019-01. Seconded by Commissioner Givens. Carried, 3-0. Doug Olsen pointed out there are two additional items to formally adopt: **(1) create three positions (one in Dispatch, an additional Criminal Deputy and one at the Jail). Commissioner Elfering moved to approve creation and authorizing three new positions as noted. Seconded by Commissioner Givens. Carried, 3-0. (2) With adoption of budget, to set salaries for exempt, administrative, elected official salary schedule increases – 2% COLA increase set as bargained with represented employees – as recommendation by the Compensation Committee Commissioner Givens so moved. Seconded by Commissioner Elfering. Carried, 3-0.**

2. Presentations by Watershed Council & Soil and Water Conservation District. Kyle Waggoner, Umatilla County Soil & Water Conservation District, presented a PowerPoint explaining mission, activities of the District over the last year, upcoming projects/programs and implementation, and a breakdown of funding including use of the County's \$10,000 contribution (mainly used to leverage the largest and highest impact projects as well as matching funds to leverage some grants). Brian Wolcott, Walla Walla Basin Watershed Council, presented a PowerPoint explaining activities of the District over the last year, upcoming projects and breakdown of funding – noting the County's \$10,000 contribution is very helpful, especially in leveraging more dollars.
3. Purchase of Ballistic Vests. Dale Primmer, County Community Justice Director, presented. Through the course of staff duties, they are required to wear vests, which have “expired”. They are up for replacement (about every five years). Purchase is through the State contract -- 19 vests = \$16,409 (is a 44% discount over suggested prices). Budget is available and no general fund dollars are needed. This option is more expensive, but it is the recommendation for this live-saving equipment. It is more effective yet lighter and more breathable. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 3-0.**
4. Rock Purchase. Tom Fellows, Public Works Director, presented. This is for purchase of chip rock for chip seal in the Hermiston area – crushing demand is high. Only two suppliers were found. The recommendation is to go with Pioneer Asphalt at the rate of \$7/ton. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 3-0.**
5. Petition to Initiate Road Proceedings. Mr. Olsen presented. Residents have worked a long time to address improvement of their road known as McKinney Avenue. This is to start the process to acquire property for public roads; the first step is to have a hearing set – the Board Order is to schedule a public hearing in July. Mr. Fellows added the State requires 50-foot minimum width; the County standard is 60 feet wide. Somehow, the road will have to come to 60-foot right of way if the County moves forward. He feels the subbase is adequate, but the road is not up to the standard width.

Commissioner Givens talked about not wanting to set a precedent to have more roads being petitioned for the County to take over maintenance. Mr. Fellows noted many conversations over the years where roads were less than county standard. It would certainly, in his opinion, open up other conversations. Chair Murdock asked about the “measurement” for consideration, what is deemed in the public interest (i.e., difference between dead-end road, serving one house, several houses, a through road, etc.) Mr. Fellows did not believe there is such a standard. He asked Matt Kenny to comment. First step is to have a public road be established, then inclusion in road system.

Chair Murdock expressed interest in knowing standards of measurement to be utilized to determine what is in best public interest – even before setting a hearing. Commissioner Givens did not believe the County had ever done this. Mr. Olsen advised it was done many years ago – this is how they used to establish roads. He can look at case law as to the question posed by Chair Murdock. Commissioner Givens asked wouldn't subdivision and property owners need to sign consent? Mr. Olsen noted this particular area is not a subdivision; it was a partition; some property must be dedicated for required right of way, and which may include a covenant to participate. Commissioner Givens commented he is not in agreement with those homeowners now wanting the County to take over their roads. Chair Murdock wants a conversation prior to setting a hearing. Mr. Kenny advised Public Works could do a traffic count. And Mr. Fellows could do research as to what is the level of connectivity to determine public benefit. Referring to previous testimony about the "county" is using the road, he believes that means other county residents -- not the County as an entity. He could look at ways to determine level of public use by checking with other entities. He feels the road is not unique in any way. Chair Murdock pointed out that Mr. Fellows and Public Works have worked with residents – potholes were filled which helped some, and the residents reimbursed the County for that cost. It is better, but not totally fixed. Mr. Fellows felt the service was provided at a good rate -- \$1,500 was very cost-effective and should help them in buying time to have the road not deteriorate any further for a while. Chair Murdock wanted to postpone a decision. **Commissioner Givens moved to postpone a decision in order to get more information as outlined. Seconded by Commissioner Elfering.** Mr. Olsen will convey that to the McKinney property owners. Mr. Fellows would report back at a near future Board meeting after he does research and works with Mr. Olsen and Mr. Kenny. **Commissioner Givens stressed the need for good data gathering investigation is part of motion.** Question was posed to Mr. Olsen, would the County be liable in any way about a prior public road and addressing? Mr. Olsen responded, no. Mr. Kenny didn't believe there are a lot of roads in the county similar to McKinney. **Motion carried, 3-0.**

6. Public Works Equipment Replacement 2018-19. Presented by Mr. Fellows. This is an annual request, since budget was adopted, for equipment needs. This helps streamline the Public Works process in order to get best deals when available. It can cut about three weeks out of the process for permission to purchase. This merely authorizes the department is seek proposals, and will need to come back for formal approval to purchase. **Commissioner Givens moved to approve, up to budgeted amount of \$1.5 million, Order No. RD2018-07. Commissioner Elfering seconded.** He asked if equipment would meet standards as required in the next 2-3 years? Mr. Fellows responded, yes. He is looking to buy equipment for the long-term meeting proper standards. Commissioner Givens added that fuel standards ("Clean Fuel Standards Act") need to be met by 2021. **Motion carried, 3-0.**
7. Health Insurance Renewal, 2018-19. Mr. Olsen presented on behalf of Jennifer Blake, HR Director, who was absent. Quotes for insurance through Pacific Source include a 5.3% increase for health/vision and 4% increase for dental. **Commissioner Elfering commented it is a very modest increase and he moved to approve. Seconded by Chair Murdock. Carried, 3-0.**
8. Life Insurance Renewal. Mr. Olsen presented. USAble Life is the current carrier; this year they propose a rate pass renewal quote good for two years. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 3-0.**
9. Request for Proposals for Drone Purchase. Mr. Olsen presented on behalf of Tom Roberts, Emergency Manager, who was absent. The county was awarded a grant for \$15,000 for the purchase of a drone. At this point, today's action is to approve the issuance of a request for proposals. If it exceeds amount of grant, the Board can make decision at that time. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 3-0.**

10. Housing Authority Board Appointments. Mr. Olsen presented. The terms of Doug Barak and Joe Thompson on the Housing Authority Board have expired and there is a vacancy as well. The proposal is to reappoint Mr. Barak and Mr. Thompson for an additional four years each and to appoint Leslie Weimer for one term. **Commissioner Elfering moved to approve Order No. BCC2018-46. Seconded by Commissioner Givens. Carried, 3-0.**

11. Purchase of Vehicle. Mr. Olsen presented on behalf of Pahl Chalmers, A&T Director, who was absent. The Board previously approved purchase of a vehicle to replace one of their vehicles that was totaled while parked in the County lot. Bids have been received. The low bid of \$19,400 is from Tom Denchel Ford and the recommendation is to approve the purchase of the 2018 Fusion, which is available now. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 3-0.**

12. Property Auction. There are three foreclosed properties available to be sold at auction. The matter is before the Board to approve the properties for the auction. **Commissioner Elfering moved to approve Order No. TX2018-01. Seconded by Commissioner Givens. Carried, 3-0.**

13. Fee Ordinance Amendment – Public Hearing. Chair Murdock called the public hearing to order at 10:04 a.m. Staff report was given by Mr. Olsen. This is first reading of the annual fee ordinance. He read through the proposed revisions as outlined in Ordinance No. 2018-02. There were no questions and no input from the public. Chair Murdock closed the public hearing at 10:09 a.m. The proposed date for the second reading is June 20 -- the next Board meeting. **Commissioner Elfering moved to set the second reading of the ordinance for June 20, 2018. Seconded by Commissioner Givens. Carried, 3-0.**

14. Supplemental Budgets. Chair Murdock called the public hearing to order at 10:10 a.m. Mr. Pahl presented. There are two supplemental budgets: Orders 2018-72 (School Based Health- Wellness Hubs) requires increases in Local Revenue \$3,876, State Revenue \$45,200, Materials & Services \$35,998 and Contingency \$6,078. 2018-75 (Human Services – Mental Health Administration) requires increases in State Revenue \$370,000 and Materials & Services \$370,000. There were no questions and no input from the public. Chair Murdock closed the public hearing at 10:12 a.m.

In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/18: Commissioner Elfering moved to adopt Budget Order 2018-72 (Program 5640 – Wellness Hubs). Seconded by Commissioner Givens. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order 2018-75 (Program 5488 – Mental Health Administration). Seconded by Commissioner Givens. Carried, 3-0.

15. Budget Transfers. Mr. Pahl presented. There are five budget transfers: Orders: 2018-69 (Gen Fund-Jail) requires increase in Materials & Services \$125,000 and decrease in Contingency in same amount. 2018-70 (General Fund-Veterans' Services) requires increase in Materials & Services \$5,000 and decrease in contingency in same amount. 2018-71 (Community Justice-Transitional Housing) requires increase in Materials & Services \$5,000 and decrease in Contingency in same amount. 2018-73 (Echo Community Benefit Plan) requires increase in Materials & Services \$20,000 and decrease in Contingency in same amount. 2018-74 (General Fund-Finance) requires increase in Materials & Services \$5,000 and decrease in Contingency in same amount.

In the matter approving Transfer of Appropriations pursuant to ORS 294.463 for FY ending 6/30/18: Commissioner Elfering moved to adopt Budget Order 2018-69 (Program 1540 – Jail). Seconded by Commissioner Givens. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order 2018-70 (Program 5770 – Veterans Services). Seconded by Commissioner Givens. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order 2018-71 (Program 1531 – Transitional Housing/Community Corrections. Seconded by Commissioner Givens. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order 2018-73 (Program 1601 – Echo Community Benefit Plan). Seconded by Commissioner Givens. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order 2018-74 (Program 2517 – Finance). Seconded by Commissioner Givens. Carried, 3-0.

16. Building Demolition Payable. Mr. Olsen presented. This is for abatement in the amount of \$6,500 for removal of house and outbuildings of property in Hermiston. Most of the house structure was burned out; the property is now totally clean. **Commissioner Givens moved to approve the payable of \$6,500 to Sam Whitlock Construction. Seconded by Commissioner Elfering. Carried, 3-0.**

17. Vehicle Replacement. Mr. Olsen advised this is for a commissioner's replacement vehicle; it is in 2018-19 vehicle replacement committee plan. A request for proposals is asked to be issued and to be paid for in the 2018-19 vehicle replacement plan. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 3-0.**

There was no Executive session.

Commissioner Reports.

Commissioner Elfering met yesterday with four major towns in the county regarding STIF funds. He noted the procedure first is to create an advisory committee where (transit) projects must be submitted for funding consideration. On behalf of the county, attending were himself, Doug Olsen, Robert Pahl and Bob Waldher.

Commissioner Givens – nothing to add.

Commissioner Murdock – nothing to add.

The meeting adjourned at 10:18 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners