

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of January 23, 2019  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Chair, Bill Elfering, Vice-Chair, George Murdock and Commissioner John Shafer

**County Counsel:** Doug Olsen

**Members and Guests Present:** Tom Fellows, Umatilla County Public Works Director; Thomas Roberts, Umatilla County Emergency Manager; Gail Nelson, Economic Development and Tourism Coordinator; Robert Pahl, Umatilla County Chief Finance Officer; Matt Kenney, Surveyor, Umatilla County Public Works; Theodore Orr, Umatilla County Weed Department Supervisor; Digna Moreno, Umatilla County Juvenile Division Supervisor; Sheriff Terry Rowan, Umatilla County Sheriff's Office (UCSO); Captain Kathy Lieuallen, Communications Manager, UCSO; Captain Dave Williamson, UCSO; Deputy Chris Daugherty, UCSO; Susan Bower, President, Eastern Oregon Business Source (EOBS); Christina van der Kamp, School to Careers Coordinator, EOBS; Nick Nash, Community Development Coordinator, EOBS; Staci Kunz, State Transportation Improvement Fund Coordinator, EOBS; Ren Williams, Owner, Alpine Outpost; Suzie Reitz, Public Information Officer, East Umatilla County Rural Fire Protection District; Courtney and Pete Lillegard, Residents of South Edwards Road, Stanfield; Mr. Elton Irby, Commercial Lineman, LS Networks; Ray Kopacz, Stanfield Irrigation District

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**CALL TO ORDER**

The meeting was called to order at 9:00 a.m. Chair Elfering welcomed all.

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

Chair Elfering 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. Reminder to come to the microphone to be heard on the record. He noted there is a point for public input before business items for other than agenda.

**Awards/Correspondence/Recognition.** Chair Elfering read a Letter of Commendation for Senior Deputy Christopher Daugherty for initiating and organizing the Tactical Medical for First Responders training course. Next, Chair Elfering read a Letter of Commendation for Senior Deputy John Reitz and Deputy Jeff Brown for their brave and decisive actions during an incident in Milton-Freewater involving an armed man. Congratulations!

Chair Elfering read a Letter of Commendation for Emergency Manager Thomas Roberts for successfully obtaining over \$72,000 in grant funds used to purchase emergency equipment to assist the Umatilla County Sheriff's Department including; an unmanned aerial system (drone) and a Polaris Utility Task Vehicle. These devices will be helpful in a variety of emergencies and will undoubtedly help save lives. Thank you for your efforts!

Chair Elfering received a letter from Steve Chrisman, City of Pendleton Airport & Economic Development Director. Mr. Chrisman expressed gratitude to Umatilla County for awarding a \$7,200 grant to hire an intern at

the Pendleton Unmanned Aircraft System (UAS) Range last summer. The intern was extremely helpful and ultimately accepted a well-paying, permanent position offered by another company operating at that location.

**Minutes of Previous Meeting.** Commissioner Shafer moved to approve minutes of the Board's 10/25/18 & 11/07/18 meetings. Seconded by Commissioner Murdock. Carried, 3-0.

**Additions to Agenda.** None.

**Public input.** Commissioner Murdock advised this is the time for general public input (for other than a scheduled item on the agenda). None.

**Business Items:**

1. **School to Careers Program Update.** Susan Bower, Eastern Oregon Business Source, introduced the presentation for an update to the School to Careers Program. Umatilla County has supported the School to Careers Program for the past 3 years. The program is designed to provide career based learning experiences for students in the Pendleton, Athena-Weston, Pilot Rock, and Milton-Freewater School Districts, as well as the BMCC/ IMESD CTE Consortium. Ms. Bower stated that Christina van der Kamp completed an analysis of what a regional program would look like and is here to present her findings.

Christina van der Kamp explained that the core issues include the need for students to have access to career-related learning experiences as well as the challenges expressed by industry professionals in retaining a robust regional workforce. She believes giving students opportunities to explore their options and passions early and often will help to successfully create a "home-grown" future workforce. Her analysis concluded that a broad-based community coalition of public and private stakeholders is required to sustain this effort. She believes that implementing an online platform and portal will help streamline the process.

Chair Elfering stated that this program is supported by Umatilla County because the workforce is very important for our economic growth and programs like this help lead to more people into the workforce. Commissioner Murdock added that the community's workforce is an issue that is constantly identified as a problem. This kind of work is important because it helps offer a solution.

2. **Edwards Road Legalization – Public Hearing.** Matt Kenney, Umatilla County Public Works Surveyor presented. The Chair opened the public hearing and asked for a staff report. Mr. Kenney stated that in the summer of 2018 the Department received a number of public comments from adjoining land owners along South Edwards Road corridor to pursue the legalization process for the road. He stated that it has been well known that the actual road alignment is different from what is in the record. Public Works proceeded with a survey of the road in an effort to tidy up the matter.

Mr. Kenney explained that legalization of South Edwards Road is necessary because the center of the physical road location deviates easterly anywhere from 0 to 150 feet from the record alignment as described in the 1906 road establishment documents between East Harding Avenue and Loop Road. The result is thousands of feet of road located outside of the recorded right-of-way location. The legalization will correct the issue by centering the right-of-way on the physical road location as intended.

Chair Elfering asked if there is a plan to change the physical location of the road. Mr. Kenney replied that there are no plans to make any alterations to the road. The hearing was then opened for any of those who wished to comment. Mr. Elton Irby, Lineman for LS Networks Fiber Optics, stated that as long as its fiber-optic lines stay where they are he is in support. Mr. Ray Kopacz, Stanfield Irrigation District, stated that his main concern was regarding any attempt to change the location of the road or

widen the bridges. Since there are no plans to do either of those things, he is in support. Mr. Pete Lillegard, a resident of South Edwards Road, asked if it will change the status of the road and cause an increase in semi-truck traffic. Mr. Kenney stated that they do not plan for any development of any kind so they will not see any increases other than the natural growth of the general population of the area. Mr. Lillegard stated that at this time, through trucks are prohibited on the road. He asked if this change will open the road and allow for large trucks to use the road. Mr. Kenney said no. This is simply a request for an administrative correction of the right-of-way, and nothing more. The Chair closed the public hearing. **Commissioner Murdock moved to approve the legalization of South Edwards Road and adoption of Order No. RD2019-02. Seconded by Commissioner Shafer. Carried, 3-0.**

3. Public Road Vacation Petitions. Matt Kenney, Umatilla County Public Works Surveyor presented. Mr. Kenney stated that the Public Work Department has recently received two petitions from land owners near the Hermiston area for public road vacations. The first request was made by Ms. Nancy Lynn Joynes. She owns property with a public right-of-way on the West and South sides of Tamarack Avenue. Ms. Joynes has plans to possibly create a housing development in the future and would like to vacate the portions of public right-of-way on her parcel, and adjoining the parcel. **Commissioner Shafer moved to refer to the department for report. Seconded by Chair Elfering. Carried, 3-0.**

Mr. Kenney stated that the second vacation petition was submitted by Medelez Trucking LLC. The request is for removal of the 60 foot public right-of-way easement on the property. They also plan to add an additional entrance on the East side of the parcel, located on NW Livestock Road. Mr. Kenney stated that the request meets all the requirements and payment has been received. **Chair Elfering moved to refer to the department for report. Seconded by Commissioner Murdock. Carried, 3-0.**

4. Asphalt Roller Purchase. Tom Fellows, Public Works Director, presented. The county issued a request for proposals for a used asphalt drum. The Public Works Department is recommending to accept the proposal and purchase a used 2015 Hamm asphalt roller from Honnen Equipment for \$35,125.00. It is a budgeted item and was approved as part of the equipment replacement list for several cycles. He stated that this piece of machinery is in good shape and added that is difficult to find them on the used market. This will replace a 1994 model that no longer serves the needs of the County. **Commissioner Shafer moved to approve purchase of the used asphalt roller from Honnen Equipment. Seconded by Commissioner Murdock. Carried, 3-0.**

5. Weed Control Product Purchase. Theodore Orr, Umatilla County Weed Department, presented. Mr. Orr stated that in December 2018 the county issued a request for proposals for the annual chemical supplier for 2019. He received three proposals: Helena, \$18,695.66; Nutrien, \$18,492.72; and Wilbur Ellis, \$19,165.83. Mr. Orr recommends that we award the contract to the lowest proposal - Nutrien Ag Solutions. **Commissioner Shafer moved to approve contract with Nutrient for the purchase of weed control products for 2019. Seconded by Commissioner Murdock. Carried, 3-0.**

6. Purchase of a Utility Task Vehicle (UTV)/Trailer. Tom Roberts, Umatilla County Emergency Manager, presented. Mr. Roberts stated that Umatilla County was awarded \$48,838.00 from the State Homeland Security Grant for the purchase of a UTV with a patient transport skid and tracks, as well as a hybrid trailer for transporting the unit and associated supplies. Mr. Roberts is requesting authorization from the Board to issue a request for proposals to purchase the UTV and trailer. **Commissioner Murdock moved to approve authorization to issue RFP to purchase the UTV and trailer. Seconded by Commissioner Shafer. Carried, 3-0.**

7. Copier Purchase. Digna Moreno, Umatilla County Juvenile Division Supervisor, presented. Ms. Moreno stated that the Juvenile Department is seeking to purchase a copy machine. The current copy machine is leased and the lease has expired. Additionally, the machine requires periodic maintenance that causes delays in completing work. They are seeking approval to purchase a new copy machine utilizing the NASPO (National Association of State Procurement Officials) contract with funds from the capital replacement fund. The proposal is for a copier from Canon for \$8,774.00 and believes this new machine will better meet the needs of the department. **Commissioner Shafer moved to approve the purchase of a new copier from Canon for \$8,774.00. Seconded by Commissioner Murdock. Carried, 3-0.**
8. Economic Development Grant Payable. Mr. Olsen stated that this payable is coming before the Board of Commissioners for approval because it exceeds \$5,000.00. Gail Nelson, Umatilla County Economic Development and Tourism Coordinator, presented. Ms. Nelson stated that Delish Bistro in La Grande is planning to expand and move into the old Stetson's Steakhouse location. The grant committee has recommended a grant for \$10,000 to buy new equipment for the new restaurant space. **Commissioner Murdock moved to approve the grant payable to Delish Bistro for \$10,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**
9. Sewage Grinder Payable. Mr. Olsen presented. The request is to approve a payable to JWC Environmental for a replacement sewage grinder at the jail in the amount of \$13,319.99. It is before the Board due to the amount. **Commissioner Murdock moved to approve the payable to JWC Environmental for the amount of \$13,319.99. Seconded by Commissioner Shafer. Carried, 3-0.**
10. Supplemental Budgets - Public Hearing. Robert Pahl, Umatilla County Chief Finance Officer, presented. The Chair opened the public hearing and asked for a staff report. Mr. Pahl stated that there are four supplemental budgets for Human Services for consideration. There were no questions or public input. The public hearing was closed.

Budget Order 2019-42, the SE63 Peer Program requires a supplemental budget to appropriate funding not known at adoption of the budget. This requires an increase in Beginning Cash Balance of \$185,552, an increase in Personnel Services of \$51,400, and an increase in Contingency of \$134,152. **Commissioner Murdock moved to approve Budget Order 2019-42. Seconded by Commissioner Shafer. Carried, 3-0.**

Budget Order 2019-43, the SE66 Treatment Program requires a supplemental budget to appropriate funding not known at adoption of the budget. This requires an increase in Beginning Cash Balance of \$198,731, an increase in Materials and Services of \$200, and an increase in Contingency of \$198,531. **Commissioner Murdock moved to approve Budget Order 2019-43. Seconded by Commissioner Shafer. Carried, 3-0.**

Budget Order 2019-44, the School Based Mental Health Program requires a supplemental budget to appropriate funding not known at adoption of the budget. This requires an increase in State Revenue of \$700,000, an increase in Personnel Services of \$320,005, an increase in Materials and Services of \$74,450, and an increase in Contingency of \$305,545. **Commissioner Murdock moved to approve Budget Order 2019-44. Seconded by Commissioner Shafer. Carried, 3-0.**

Budget Order 2019-45, the Mental Health Administration Program requires a supplemental budget to appropriate funding not known at adoption of budget. This requires an increase in State Revenue of \$105,146, an increase in Federal Revenue of \$200,000 and an increase in Materials and Services of

**\$305.146. Commissioner Murdock moved to approve Budget Order 2019-45. Seconded by Commissioner Shafer. Carried, 3-0.**

11. Budget Transfer. Mr. Pahl presented. Mr. Pahl stated that there is one request for a Budget Transfer from the General Fund for consideration.

Budget Order 2019-46, the Sam Cook Building Hermiston Program requires transfer of appropriations to appropriate funding not known at adoption of the budget. This requires an increase in Materials and Services of \$6,000 and a decrease in Contingency of \$6,000. **Commissioner Shafer moved to approve Budget Order 2019-46. Seconded by Commissioner Murdock. Carried, 3-0.**

12. On-call Employment. Mr. Olsen presented. Mr. Olsen stated that the Department of Human Services requests approval for an on-call worker position in Substance Abuse Treatment Program. **Commissioner Murdock moved to approve the on-call worker for employment. Seconded by Commissioner Shafer. Carried, 3-0.**
13. Walla Walla Basin Watershed Council Appointments. Mr. Olsen presented. Mr. Olsen stated that terms for some members on the Walla Walla Basin Watershed Council have expired. There are four individuals recommended to fill the positions. **Commissioner Shafer moved to adopt Order No. BCC2019-004 and appoint Catherine Clifton, Butch Coe, Jack Ferrise and Kevin Scribner to the Walla Walla Basin Watershed Council. Seconded by Commissioner Murdock. Carried, 3-0.**

#### Commissioner Reports.

Chair Elfering issued a reminder that the Fair Appreciation Banquet is scheduled for Saturday, January 26 at 5pm. Chair Elfering added that the Economic Development Committee will meet this afternoon to discuss some potential incoming projects that may land in Umatilla County. They will also discuss the Umatilla River Trail, STIF Funding, development on the North highway and tourism issues.

Commissioner Murdock stated that he will meet with the District Attorney, Legal Counsel, Maintenance Director and Administrative Services director this afternoon at 2pm to discuss the progress and setbacks of construction efforts on the third floor of the courthouse.

The meeting adjourned at 10:08 a.m.

Respectfully submitted,

*Tierney Dutcher*

Administrative Assistant, Umatilla County Planning Department