

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of July 24, 2019
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Gail Nelson, Economic Development & Tourism Coordinator; Jennifer Blake, Human Resources Director; Charter Review Committee: Michele Grable, Chair; Mark Gomolski, Dan Dorran, Jerry Baker, and Sally Anderson-Hansell; Tammy Sundin, Community Corrections Office Manager; Mark Tanner, Facilities Manager; Paul Chalmers, Assessment & Taxation Director; Phil Wright, East Oregonian; Dan Lonai, Administrative Services Director; Amy Ashton-Williams, Human Services Director; Shayelynn Dickenson, Human Services-Rise Manager; Larry Nye; Alisha Southwick, UCo Health Deputy Director; Kim Weissenfluh, Developmental Disabilities Program Manager; Robert Pahl, Chief Finance Officer

CALL TO ORDER: Chair Murdock called the meeting to order at 9:00 a.m. He 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 by coming to the microphone in order to be heard on the record – also note if you are speaking on behalf of others. He noted there is a point for public input before business items for other than agenda items.

Pledge of Allegiance was led by Commissioner Shafer.

Awards/Correspondence/Recognition Commissioner Elfering summarized thank you cards from showers at the annual Milton-Freewater Junior Show. He gave example of one. All kids work hard on their projects – county provides funds each year for animals sold at auction, which provides “evening out” or a “bump” in prices. Chair Murdock also noted a thank you card received last meeting from the organizers of the Junior Show for the County’s contribution to improve the restrooms at the grounds. In addition, Commissioner Shafer added that his oldest son also used funds he raised at auctions for college education – his “pig money”.

Minutes – 5/15/19, 6/19/19, 6/26/19, 6/27/19, and 7/3/19. **Motion to approve minutes of meetings of 5/15/19, 6/19/19, 6/26/19, 6/27/19, and 7/3/19 was made by Commissioner Elfering. Seconded by Commissioner Shafer. Carried, 3-0.**

Additions to Agenda – none.

Public Comments – none.

Business Items

1. **Charter Review Committee Report.** Chair Murdock acknowledged 5 members of the committee who were present and thanked all for their service; advisory committees (of which there are many) require citizen participation. This committee worked over an extended period of time. Michele Grable, Chair of the committee, presented. She handed out the report, advising it was also emailed previously. In summary, after many meetings of the group plus presentations by many more, the position today was made after 5/29/19 meeting and strictly based on comments of Commissioners Elfering and Shafer. They felt it was not advisable

to have a 5-member part-time commission and it wouldn't be in the best interest to pursue that. Thus, that was eliminated from the recommendations. Change is difficult, but the committee still firmly believes and strongly recommends at a near future point, the county should go to five part-time commissioners along with a full-time manager. Three main factors for the continuity of a manager were considered: (1) elections make for rotating commissioners, (2) the Board chair also rotates and (3) administrative duties rotate. She went on to relay different viewpoints of current department heads, prior employees, and Linn County's Administrative Manager, for example. Continuity is vital.

The Charter was adopted in 1994. The recommendation is to appoint a county administrator to work with department heads and commissioners. It needs to be done. Professional management is necessary, and it will allow commissioners the time needed to oversee policy, develop goals, work on important projects, etc. However, the day-to-day departments contact would be up to a professional manager.

Dan Dorran, committee member, agreed with Michele Grable's summary. In addition, he spoke to advocacy. It is so important and, in rural areas, particularly. He agreed that a manager is needed – as committee recommends. This will allow commissioners time for advocacy. It should go to ballot and let the voters decide. Secondly, regarding proposed changes to elections, it would streamline the process and addresses issues in the past regarding commissioner turn overs. This is a strong recommendation. Thirdly, Sheriff's Office is the recommendation vs. "Law Enforcement Department".

Mark Gomolski, committee member, thanked the Commissioners for his appointment and also to Doug Olsen for his continuing support and guidance. This was an 18-month public process. It was complex and difficult, but they arrived at consensus of the recommendations.

Commissioner Elfering commented that two items are administrative, but the financial implications need to be considered for the third recommendation regarding a county manager. He is in agreement with that need.

Commissioner Shafer appreciated the committee's 18-month commitment. In addition, he clarified the "Sheriff" language and the individual who was not in support is now on-board.

Commissioner Murdock commented the integrity of the citizen review process is important, and that the Board should look carefully at the recommendations and listen to the input from the committee. Leadership continuity and the right leader must happen. Also of note is that accessibility to Commissioners has improved all around in the last several years.

Mr. Olsen noted in order to be timely, by the next Board meeting, the Commissioners would need to decide about if they want to refer any of the recommendation to the voters for November election. A formal order to adopt will need to be done. Chair Murdock asked for action to be placed on the August 7 meeting agenda. **Commissioner Shafer moved to accept the report and then to consider at the Board's August 7 meeting to put on ballot for changes to the County Charter. Seconded by Commissioner Elfering. Carried, 3-0.** It was noted the August 7 meeting will be held in Hermiston at the Stafford Hansell Government Center.

- Courthouse East Wing Roof. Dan Lonai, Administrative Services Director, and Mark Tanner, Facilities Manager, presented. This is to seek authorization for a Request for Proposals to replace the roof portion over the sally port – the last section of ballast with river rock. It has been leaking into the law library. The new roof would be membrane and all gravel would be removed. **Motion to approve the request for proposals was made by Commissioner Elfering. Seconded by Commissioner Shafer.** Chair Murdock noted for record this consideration is part of the preventative maintenance master plan for the coming fiscal year. **Carried, 3-0.**

3. Courthouse Boiler. Mr. Lonai and Mr. Tanner presented. This is regarding the second boiler in the Courthouse. The first was replaced last year and now the back-up boiler needs to be replaced. The department is seeking approval to issue a request for proposals for the replacement. **Motion to approve issuance of a request for proposals for the courthouse boiler replacement was made by Commissioner Shafer. Seconded by Commissioner Elfering.** Chair Murdock noted for record this consideration is part of the preventative maintenance master plan for the coming fiscal year - 2020. **Carried, 3-0.**
4. Courthouse Chiller. Mr. Lonai and Mr. Tanner presented. The courthouse chiller (air conditioner) can no longer be repaired. It is in three sections and with one failing, two are working harder. The unit is from 1955 when the courthouse was built. Approval is sought to issue a request for proposals for the replacement of the chiller. **Motion to approve issuance of a request for proposals was made by Commissioner Elfering. Seconded by Commissioner Shafer.** Chair Murdock noted for record this consideration is part of the preventative maintenance master plan for the coming fiscal year - 2020. **Carried, 3-0.**
5. Post Retirement Employment. Jennifer Blake, Human Resources Director, presented. This is to seek authorization for the employment of a post retirement employee (Sheriff's Office, Darlene Schmid, Dispatch) effective 7/31/19 (through 12/31/19 with full benefits and salary of the current position). **Commissioner Shafer moved to approve as a Temporary Special Employee with restrictions, effective 7/31/19 and period not to exceed 12/31/19. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Creation of Position – Public Health. Alisha Southwick, UCo Health Deputy Director, presented. This is for request for new Medical Assistant position for School Based Health Centers by adding a position to the “team” providing services. It is for a .8 FTE (following the school year). **Commissioner Shafer moved to approve.** Ms. Blake, for the record, noted this is a new position and the salary range still needs to be union negotiated. **Seconded by Commissioner Elfering. Carried, 3-0.**
7. School Based Health Centers Renovations. Ms. Southwick presented. Two meetings ago, the Board approved issuing request for proposals for renovations at the two health centers. One proposal was received in response to each request. Now, the Health Department is requesting to initiate a contract and negotiating the price with the successful bidder, Kirby Nagelhout Construction Company, within available grant funds. This is non-General Fund. If the price can't be negotiated, they may need to change the scope of work. **Motion was made by Commissioner Elfering to approve contract contingent upon price negotiation as outlined. Seconded by Commissioner Shafer. Carried, 3-0.**
8. Transitional Housing Repairs. Tammy Sundin, Community Corrections-Office Manager, presented on behalf of Dale Primmer, Director, who is out of the office. Upon maintenance recommendation, they are requesting flooring replacement at Transitional House. It is a high traffic area. Quotes were requested from three local vendors. One bid was received from Pendleton Floors, Inc. at a cost of \$6,902.90. **Commissioner Shafer moved to approve flooring replacement by Pendleton Floors. Seconded by Commissioner Elfering. Carried, 3-0.**
9. Community Development Grant Payable. Gail Nelson, Economic Development & Tourism Coordinator, presented. The grants committee approved the application of the Milton-Freewater Kiwanis of \$10,000 for replacing hand lines for watering cemetery (also used like a park). Commissioner Shafer was impressed with the way youth are involved (as well as other entities). **Commissioner Elfering moved to approve grant and payment to Milton-Freewater Kiwanis. Seconded by Commissioner Shafer. Carried, 3-0.**
10. Economic Development Grant Payable. Ms. Nelson presented. The grants committee also approved an application of The Lodge Pendleton for \$6,000 to replace second story roof drains as part of building

renovation. There is conditional use in the main area for a monthly music series. This request is for specific use as noted. **Commissioner Elfering moved to approve grant and payment to The Lodge. Seconded by Commissioner Shafer. Carried, 3-0.**

11. NOWA Payable. Mr. Olsen presented. This is for dues and a voluntary contribution to the Northeast Oregon Water Association in the amount of \$21,000. **Commissioner Shafer moved to approve payment to NOWA. Seconded by Commissioner Elfering. Carried, 3-0.**
12. The Other Oregon Publication. Chair Murdock presented. He strongly believes rural Oregon must have a voice. Umatilla County is open for business and prides itself on ways to say yes. This publication reaches about 5,000 business leaders. **Commissioner Murdock moved to approve the contract and payment of \$7,500 with The Other Oregon. Seconded by Commissioner Elfering,** adding Umatilla County is the largest and economically active in eastern Oregon and its message to 5,000 leaders needs to be heard. **Carried, 3-0**
13. Human Services Employment. Amy Ashton-Williams, Human Services Director. This is for approval of an applicant with a criminal record. **Commissioner Shafer moved to approve the hiring. Seconded by Commissioner Elfering. Carried, 3-0.**

Executive Session – none.

Commissioners' Reports.

Commissioner Elfering wished Happy Birthday to Commissioner Murdock. He then reminded all of the Fair parade on 8/3 and noted conveyance arrangements for the Commissioners have been made with help from Gay Newman.

Commissioner Shafer attended his first National Association of Counties conference in Las Vegas. He commented he picked up a flag pin -- his as "first timer". He is working on beneficial areas of interest through NACo connections.

Commissioner Murdock spoke about the recent article in the East Oregonian by Mayor Turner regarding continuing work being done on mitigation of flooding in April. He advised Commissioner Shafer is the "point man" on behalf of the Commissioners. The City and County plus many more are getting to work – all are rolling up their sleeves.

The meeting adjourned at 9:56 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners