

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of December 4, 2019  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**County Counsel:** Doug Olsen

**Members and Guests Present:** Sheriff's Office: Undersheriff Jim Littlefield; Capt. Dave Williamson; and Sgt. Josh Roberts; Robert Pahl, Chief Finance Officer; Dale Primmer, Community Corrections Director

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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 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 – none.

Minutes – none.

Additions to Agenda – none.

Public Comments – none.

**Business Items**

1. K9 Program. Capt. Dave Williamson, Sheriff's Office presented. This is to reestablish the K-9 program and to take amount of payment of \$14,500 from existing budget line items (program specific and training) to cover the cost until grant awards are received. Prepayment is required by Shallow Creek Kennels. Chair Murdock advised Wildhorse Foundation awarded \$20,000 and Blue Mt. Insurance Professionals donated \$5,000. **Commissioner Shafer moved to approve program and payment. Seconded by Commissioner Elfering. Carried, 3-0.** Commissioner Shafer showed a picture of K9 handler, Deputy Cody Marcum, and the dog.
  
2. Computer Purchase – Community Corrections. Dale Primmer, Community Corrections Director, presented. About the last three budget cycles, his department has needed new computers, but has been stopped from buying by instruction from DOC. In the last 2-3 weeks, he was advised that funding is available and now computers can be purchased – required to be made through the Department of Corrections with state contract (its process – no bids or local vendor opportunity). The amount is \$47,843 with small amendment about \$2,100 more than that. Option is to approve up to \$50,000 (small items, speakers, surge protection.). Some old equipment can go to DOC or maybe some to be used for some limited things if they are adequate. They are technologically out of date. **Commissioner Elfering moved to approve purchase of \$47,843 plus additional costs to make operational. Seconded by Commissioner Shafer. Carried, 3-0.**

3. Election Payable – Envelopes. Doug Olsen, County Counsel, presented. This is for a usual expense for the upcoming election. 150,000 to mail and 150,000 return envelopes at cost of \$10,944.80. This is for inventory. **Commissioner Shafer moved to approve the payment. Seconded by Commissioner Elfering. Carried, 3-0.**
  
4. Medical Examiner Contract. Chair Murdock presented. This is a rare occasion, there was a vacancy in the medical examiner contracted position. The County Health Officer, Dr. Hitzman, stepped in as interim medical examiner, but wanted it to be limited duration. A qualified individual was sought out and local physician, Aimee Rogers, is very interested in the contract – she will take training and is excited about the opportunity. The job requires phone access 24/7 and the ability to be responsive. Chair Murdock noted the importance of this position interacting with law enforcement as well as funeral homes and families of victims that need careful and professional attention. The contract is \$72,000 (or \$6,000/month) to move forward starting 1/1/2020. Immediate liaison is DA Dan Primus. In addition, Chair Murdock noted until then, Dr. Rogers is interested in “shadowing” Dr. Hitzman. **Commissioner Elfering moved to approve the contract. Seconded by Commissioner Shafer. Carried, 3-0.**
  
5. Fair Payable. Mr. Olsen presented. The Fair made decision to go with the marketing firm of PAC West for the Fair (last August) for its marketing and advertising. Contracted amounts are before the Board for approval. The amount is \$19,356.78. **Commissioner Shafer moved to approve the payable. Seconded by Commissioner Elfering. Carried, 3-0.**
  
6. Supplemental Budgets – Public Hearing. Chair Murdock called the hearing to order at 9:15 a.m. Staff report was presented by Robert Pahl, CFO. There were 10 supplemental budgets, Budget Orders numbered: Order 2020-07 (General Fund- Emergency Management) requires increases in State Revenue of \$50,00 and Capital Outlay of \$50,000. Order 2020-08 (School Based Health Center-Mental Health) requires increases in Transfers In of \$166,000, in Personnel Services of \$148,123, and in Materials & Services of \$17,877. Order 2020-10 (Nuisance Abatement) requires increases in Local Revenue of \$37,000, and in Materials & Services of \$37,000. Order 2020-11 (County Fair) requires increases in Local Revenue of \$114,000, in Materials & Services of \$114,000. Order 2020-12 (Wind Farm Distribution) requires increases in Local Revenue of \$2,770,000, in Materials & Services of \$1,770,000, in Transfers Out of \$325,000, and in Contingency of \$675,000. Order 2020-13 (2020 Plan) requires increases in State Revenue In of \$1,000,000, and in Materials & Services of \$1,000,000. Order 2020-15 (Fleet Management) requires increases in Transfers In of \$240,000, and in Capital Outlay of \$240,000. Order 2020-16 (Capital Purchases) requires increases in Local Revenue of \$85,000, and in Transfers In of \$85,000, and in Capital Outlay of \$170,000. Order 2020-17 (Mental Health Administration) requires increases in Local Revenue of \$16,000, in State Revenue of \$173,068, in Federal Revenue of \$80,000, and in Materials & Services of \$269,068. Order 2020-18 (Developmental Disabilities) requires increases in Beginning Cash of \$446,000, in Materials & Services of \$158,700, and in Contingency of \$287,300.

With no questions being heard by the public, Chair Murdock closed the public hearing at 9:19 a.m.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/20:**  
**Commissioner Elfering moved to adopt Budget Order No. 2020-07 (Program 4032 – Emergency Management). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Shafer moved to adopt Budget Order No. 2020-08 (Program 5429 – School Based Health Center-Mental Health). Seconded by Commissioner Elfering. Carried, 3-0.**  
**Commissioner Elfering moved to adopt Budget Order No. 2020-10 (Program 1039 – Nuisance Abatement). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2020-11 (Program 4042 – County Fair). Seconded by Commissioner Elfering. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-12 (Program 1650 – Wind Farm Distribution). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2020-13 (Program 4059 – 2050 Plan). Seconded by Commissioner Elfering. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-15 (Program 9076 – Fleet Management). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2020-16 (Program 9077 – Capital Purchases). Seconded by Commissioner Elfering. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-17 (Program 5548 – Mental Health Administration). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2020-18 (Program 5490 – Developmental Disabilities). Seconded by Commissioner Elfering. Carried, 3-0.**

7. Budget Transfers. Mr. Pahl presented two budget transfers: Order 2020-09 (School Based Health) requires decrease in Personnel Services of \$166,000, and increases in Capital Outlay of \$8,000 and Transfers Out of \$166,000, and a decrease in Contingency of \$8,000. Order 2020-14 (Communication Equipment Reserve) requires an increase in Materials & Services of \$5,000, and a decrease in Contingency of \$5,000.

**In the matter approving Transfers of Budget pursuant to ORS 294.463 for FY ending 6/30/20: Commissioner Elfering moved to adopt Budget Order No. 2020-09 (Program 5638 – School Based Health Center). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2020-14 (Program 3053 – Communication Equipment Reserve). Seconded by Commissioner Elfering. Carried, 3-0.**

8. Board Meetings Schedule. **Commissioner Shafer moved to approve. Seconded by Commissioner Elfering.** Mr. Olsen explained the 1/1/20 meeting (holiday) will be moved to Jan 2 and, due to the NACo March conference, the meeting will move from March 4 to March 11. **Carried, 3-0.**
9. County Strategic Plan. The updated Umatilla County Strategic Plan is before the Board for formal approval. **Commissioner Elfering moved to adopt Order No. BCC2019-070. Seconded by Commissioner Shafer. Carried, 3-0.** Chair Murdock directed Melinda Slatt to work with Kathy Allen to mail/send out copies to all counties in the state and to all cities in Umatilla County.

Executive Session – none.

Commissioners' Reports – none.

The meeting adjourned at 9:23 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners