

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of May 6, 2020
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public Call in #: 541-728-0275

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

County Counsel: Doug Olsen

Attendance: Dan Lonai, Administrative Services Director; Marie Simonis, Assistant Director of Finance Office; Sheriff’s Office: Capt. Kathy Lieuallen, 911 Dispatch Manager; and Capt. Karen Primmer, 911 Dispatch; Matt Kenny, Public Works, Survey Supervisor. **By telephone:** Tom Fellows, Public Works Director; Gordon Graham, Hat Rock

CALL TO ORDER: Chair Shafer called the meeting to order at 9:00 a.m. He advised the meeting is limited access to the public except the press; however, the general public may call in to the phone number provided. The meeting is being video and audio recorded and minutes will be taken. If you have something to say, please 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 items on the agenda.

Pledge of Allegiance was led by Commissioner Shafer.

Awards/Correspondence/Recognition – none. Except, Commissioner Murdock noted, in particular, appreciation to Maintenance staff for going above and beyond during the last 4-6 weeks making great progress on courthouse projects.

Minutes – Commissioner Elfering moved to approve the Board minutes from the meetings of 2/7/20, 2/11/20, 4/15/20 and 4/29/20. Seconded by Commissioner Murdock. Carried, 3-0.

Additions to Agenda – none.

Public Comments – none.

Business Items

1. **Legalization of Butler Grade Road – Public Hearing.** Chair Shafer called the public hearing to order at 9:06 a.m. The staff report was presented by Matt Kenny, Public Works-Survey Supervisor. He explained the location via map projected on the monitors. In essence, looking to realign the formal road right of way to the traveled location. Mr. Kenney went over some history and current use with the recommendation of legalizing a portion of Butler Grade Road as discussed.

Chair Shafer asked for public comments – those in favor/proponents. There were none. He then asked for opponents. There were none. He closed the public hearing @ 9:12 a.m. **Motion was made by Commissioner Elfering to adopt Order No. RD2020-08. Seconded by Commissioner Murdock. Carried, 3-0.**

2. Legalization of Livestock Road – Public Hearing. Chair Shafer called the public hearing to order at 9:13 a.m. The staff report was presented by Matt Kenny, Public Works-Survey Supervisor. He referred to a location map of the area projected on the monitors. No records exist for the Northwest Livestock Road as traveled and used for over 10 years. Legalization will not vacate any right of way and will not impact access to adjacent property owners. Chair Shafer asked for public comments – those in favor/proponents. There were none. He then asked for opponents. There were none. He closed the public hearing @ 9:19 a.m. **Motion was made by Commissioner Murdock to adopt Order No. RD2020-04. Seconded by Commissioner Elfering. Carried, 3-0.**
3. Umatilla County Fire District #1 Annexation – Public Hearing. Chair Shafer called the public hearing to order at 9:20 a.m. The staff report was presented by Doug Olsen. This is for the Salmon Point and Hat Rock areas to annex into the Umatilla County Fire District #1 and to be removed from the Umatilla Rural Fire Protection District. He noted both districts were in agreement and letters of support were received. There were adequate number of property owners and residents to sign the petition to avoid an election requirement.

Chair Shafer asked for proponents. Gordon Graham (via phone), Hat Rock community. He is the initial organizer of the petition and recommends/requests annexation. Chair Shafer then asked for opponents. There were none. Commissioner Elfering talked about service to Hat Rock would come out of location closer than Umatilla, which is a good improvement. Chair Shafer asked when would the annexation take effect? Mr. Olsen noted that the tax changes will be next tax year, after July of 2021. Being past 3/31, though, changes cannot be allowed to this tax year; however, service will be in effect now. Chair Shafer closed the public hearing @ 9:24 a.m.

Motion was made by Commissioner Elfering to adopt Order No. BCC2020-032. Seconded by Commissioner Murdock. Carried, 3-0.

4. Center Pipeline Project. Presented by Mr. Olsen. Last year, the County entered into an option agreement with Northeast Oregon Water Association for pipeline capacity under the name Central Pipeline Project. The conditions on purchase have now been met and it is time for approval. The present owner is Topaz Land Company. After approval of the agreement, the transaction is ready to close with actual purchase. **Motion was made by Commissioner Elfering to approve purchase of pipeline capacity to include payment of funds and authorize the Chair to sign any necessary documents. Seconded by Commissioner Murdock. Carried, 3-0.**
5. Road Department Payment – Lane County. Presented by Tom Fellows, Public Works Director, via phone. This payment is for work done during the February flood where a bridge was lost on the Walla Walla River going to the county's Harris Park. Lane County had a temporary bridge for use; they transported the bridge to Umatilla County, which is the cost to be paid = \$11,816.68. **Motion was made by Commissioner Murdock to approve the payment. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Road Department Payment – TDX Power Services. Presented by Mr. Fellows, via phone. This payment is for contractor work on levee on Couse Creek Bridge on the Walla Walla River. TDX did the additional rip rap on the pier work since it was on location at that time. TDX completed the work with quick turnaround. **Motion was made by Commissioner Elfering to approve the payment of \$15,024.71. Seconded by Commissioner Murdock. Carried, 3-0.**

7. Excavator Purchase. Presented by Mr. Fellows. Excavator was rented during flood. Action today is to authorize purchase of that excavator through a SourceWell contract from Modern Machinery. There will be a credit of 100% of rent, as well as previous rent with discount of SourceWell @ 42%. The total is \$161,501.24. This equipment has been on the replacement list and is a good opportunity to do that at a great cost. In response to Commissioner Murdock's question, Mr. Fellows noted the hourly rental charge could be recognized qualifying hours during flood work and would be eligible for reimbursement (federal). **Motion was made by Commissioner Murdock to approve purchase. Seconded by Commissioner Elfering. Carried, 3-0.**

8. Election Equipment & Software Purchase. Presented by Dan Lonai, Administrative Services Director. This request is to purchase a scanner/sorter for the elections office. It would allow increased productivity and less handling as well as accuracy and efficiency by scanning in voter envelopes for the reading of the signatures. It essentially condenses 5 steps to 2 to lessen handling. The device is built to order; budget is available through recording fees. He noted it is getting harder to pull an experienced pool of people to work temporarily during the election. There is really only one source for the equipment and software. **Motion was made by Commissioner Murdock to approve Order No. BCC2020-030 (a sole source purchase). Seconded by Commissioner Elfering. Carried, 3-0.**

9. Maintenance Payable. Presented by Dan Lonai, Administrative Services Director. This is for repair at the county's Juvenile Department facility for the heat pump system (air conditioning compressor) from Murphy's Heating & Air. **Motion was made by Commissioner Elfering to approve payable in an amount pf \$5,210. Seconded by Commissioner Murdock. Carried, 3-0.**

10. Dispatch Recorder Project. Presented by Capt. Kathy Lieuallen, 911 Manager. Commissioner Murdock expressed appreciation to Capt. Lieuallen and Capt. Karen Primmer for wearing personal protective equipment. Capt. Lieuallen previously came to the Board in March for approval of the recorder system. Upon further conversations, adjustments were needed, thus the 'change order'. Cost to County will be \$9,314.66 for a management cost increase, server and software for connection. The original cost of \$84,485 increased to \$103,114. Capt. Lieuallen advised the recorder is a requirement. Budget is available from the reserve dispatch fund and partners are aware. Morrow County will split the cost (half). **Motion was made by Commissioner Elfering to approve the change order (revision of quote) to pay \$9,314.66. Seconded by Commissioner Murdock. Carried, 3-0.**

Chair Shafer asked Capt. Lieuallen to introduce the new 911 Manager. She introduced Capt. Karen Primmer.

11. Emergency Declaration. Presented by Mr. Olsen. Due to COVID, the previous board order declaring and emergency within Umatilla County was for a period of 60 days, which expires May 17. The order is to extend to July 16 (another 60 days), which essentially lines up with the Governor's plan. However, it was noted the County's extension is a little longer. **Commissioner Elfering moved to adopt Order No. BCC2020-031. Commissioner Murdock questioned the duration. After discussion, Commissioner Elfering amended his motion with adoption of the Order 2020-031 to make the extended duration to 7/6/20. Seconded by Commissioner Murdock. Carried, 3-0.**

12. West Umatilla Mosquito Control District Board Appointment. Presented by Mr. Olsen. A vacancy on the West Umatilla Mosquito Control District Board of Trustees occurred with the death of Bill Caplinger. Jason Luke is the recommended replacement. **Commissioner Murdock moved to adopt Order No. BCC2020-029. Seconded by Commissioner Elfering. Carried, 3-0.**

13. Supplemental Budgets – Public Hearing. Chair Shafer called the public hearing to order at 9:45 a.m. The staff report was presented by Marie Simonis, Assistant Director of Finance. There were seven supplemental budgets, Budget Orders numbered: Order 2020-45 (General Fund – Records & Archives) requires increases in Local Revenue of \$65,000, in Materials & Services of \$12,000, and in Contingency of \$53,000. Order 2020-48 (Corrections Assessment) requires increases in Local Revenue of \$24,000, and in Transfers Out of \$24,000. Order 2020-50 (Human Services – Mental Health Administration) requires increases in State Revenue of \$55,000, and in Materials & Services of \$55,000. Order 2020-51 (Community Justice: Community Corrections) requires increases in Beginning Cash of \$524,000, Local Revenue of \$2,500, in State Revenue of \$4,719, a decrease in Materials & Services of \$259,787, and an increase in Contingency of \$790,006. Order 2020-52 (Community Justice: Drug Court) requires decreases in Beginning Cash of \$8,810, in Local Revenue of \$86,078, and in Materials & Services of \$94,888. Order 2020-53 (Community Justice: Transitional Housing) requires increases in Beginning Cash of \$2,087, in Local Revenue of \$1,065, and in Materials & Services of \$3,152. Order 2020-54 (Community Justice: Justice Reinvestment) requires an increase in Beginning Cash of \$773, a decrease in Local Revenue of \$164,657, and increases in State Revenue of \$172,248, in Materials & Services of \$18,163, and a decrease in Contingency of \$9,839.

She then noted six budget transfer orders.... (see below – after actions on supplemental budgets)

Chair Shafer asked for public comments. With none being heard, Chair Shafer closed the public hearing at 9:50 a.m.

Deliberations. None.

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. 2020-45 (Program 3518 – Records & Archives). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-48 (Program 9011 – Corrections Assessment). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-50 (Program 5488 – Mental Health Administration). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-51 (Program 1527 – Community Corrections). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-52 (Program 1529 – Drug Court). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-53 (Program 1531 – Transitional Housing). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-54 (Program 1532 – Justice Reinvestment). Seconded by Commissioner Murdock. Carried, 3-0.

14. Budget Transfers. Presented by Ms. Simonis. There were six budget transfers, Budget Orders numbered: Order 2020-43 (General Fund - Jail) requires an increase of \$119,010 for Materials & Services, and a decrease of 119,010 in Contingency. Order 2020-44 (General Fund – Victim Witness Program) requires an increase of \$7,000 in Materials & Services and a decrease of \$7,000 in Contingency. Order 2020-46 (General Fund – Land Use Planning Program) requires an increase of \$35,000 in Materials & Services, and a decrease of \$35,000 in Contingency. Order 2020-47 (General Fund – Surveyor) requires increases of \$3,000 in Materials & Services and of \$5,000 in Capital Outlay, and a decrease of \$8,000 in Contingency. Order 2020-49 (Law Library) requires an increase of \$15,000 in Materials & Services and a decrease of \$15,000 in Contingency. Order 2020-55 (GIS Communication Equipment Reserve) requires an increase of \$3,000 in Materials & Services and a decrease of \$3,000 in Contingency.

**In the matter approving Budget Transfers pursuant to ORS 294.463 for FY ending 6/30/20:
Commissioner Elfering moved to adopt Order Budget2020-43 (Program 1540 - Jail). Seconded by
Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-44 (Program 2050 – Victim Witness
Program). Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Order Budget2020-46 (Program 4054 – Land Use Planning).
Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-47 (Program 4564 - Surveyor).
Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Order Budget 2020-49 (Program 3514 – Law Library).
Seconded by Commissioner Murdock. Carried, 3-0.
Commissioner Elfering moved to adopt Budget Order No. 2020-55 (Program 3035 – Communication
Equipment Reserve). Seconded by Commissioner Murdock. Carried, 3-0.**

Executive Session – none.

Commissioners' Reports - none.

The meeting adjourned at 9:53 a.m.

Respectfully submitted,

Melinda Slatt, Executive Secretary, Board of Commissioners