

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of January 2, 2025  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Chair Cindy Timmons, Vice-Chair Dan Dorran and Commissioner John Shafer,

**County Counsel** Doug Olsen

**Guests Present:** Robert Pahl, Umatilla County Chief Financial Officer; Terry Dorran; Stephanie Barnett, Umatilla County HR; Judge Daniel Hill; Courtney Waliser; Joseph Fiumara, Umatilla County Public Health Director; Sage Delong, Umatilla County Emergency Manager; Racheal Reynolds, A&T Manager; Dale Primmer, Umatilla County Community Corrections;

**Video link or Calling in:** None

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**CALL TO ORDER:** Chair Shafer called the meeting to order at 9:05 a.m. He reminded all that the meeting is a public forum and there is a call-in option provided. There is time on the agenda to provide input (or for hearings) to provide comment. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are now live-streaming. Comments will become part of the meeting record and ask that they be three minutes or under. If persons wish to speak before the Board, 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.

**Pledge of Allegiance** - led by Chair Shafer.

**Awards/Correspondence/Recognitions** – Swearing in of Commissioner Dorran.

Commissioner Dorran read a letter of commendation from Umatilla County Sheriff’s Office written by Sherry Hutchinson to tele-communicator Danielle Givens. The letter highlighted her extraordinary dedication, professionalism, ability to stay calm and provide vital instructions. Job well done!

**Minutes** - Commissioner Dorran moved to approve meeting minutes from December 18, 2024. **Seconded by Commissioner Timmons. Motion Carried, 3-0.**

**Additions to Agenda** – None

**Public Comments and Recognition of Visitors** – None

**Business Items**

1. **2025 Board Officers** – Presented by Commissioner Dorran. As outlined in Order No. BCC2013-078 and the Charter, the Chair position rotates among the three commissioners. The proposed Chair for 2025 is Commissioner Timmons, with Commissioner Dorran as the Vice-Chair. **Commissioner Dorran moved to adopt Order No. BCC2025-001. Seconded by Commissioner Shafer. Carried, 3-0.**

2. Amendment to Contracting Ordinance – Public Hearing – Chair Timmons suspended the regular meeting and opened the public hearing at 9:12 am. The second reading was read by Doug Olsen, Umatilla County Counsel. The Board adopted the County Public Contracting Code in 2005. At that time, procurements for amounts from \$5,000 to \$10,000 required informal bids, and for amounts over \$10,000 required a formal bid process. Those amounts have remained the same, and it is now requested to raise the amount for formal bidding to \$25,000 to reflect current conditions and prices. The first reading of the ordinance to include that change was held on December 11, 2024. The ordinance is before the Board for a Second Reading and potential adoption. Chair Timmons asked for public comment in favor of, opposed to or neutral. There were none. The public hearing was closed at 9:13 am. **Commissioner Shafer moved to adopt Ordinance No. 2024-11. Seconded by Commissioner Dorrn. Carried, 3-0.**
3. Emergency Management Grant – Presented by Sage Delong, Umatilla County Emergency Manager. Umatilla County Emergency Management is seeking approval from the BOC for the SHSP Grant 24-243 with ODEM. The Grant is a no-match grant for \$43,218. The Grant will be used for a multi-passenger utility vehicle for patrolling large-scale events and will be housed at Pendleton Fire. **Commissioner Dorrn moved to approve Grant 24-243 in the amount of \$43,218.00. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Public Works Payable - Presented by Doug Olsen, Umatilla County Counsel. A Public Works payable is before the Board for approval. The payment is to ODOT for the county portion of the estimated construction costs for the Thornhollow Road bridge replacement. **Commissioner Dorrn moved to approve payable to ODOT Financial Services in the amount of \$497,122.76. Seconded by Commissioner Shafer. Carried, 3-0.**
5. Law Enforcement Commute Authorization – Presented by Doug Olsen, Umatilla County Counsel. The annual review and approval of employees allowed to commute in county owned vehicles is before the Board. This is for law enforcement employees. The same list of positions is proposed as in 2024. **Commissioner Shafer moved to adopt Order No. BCC2025-002 Seconded by Commissioner Dorrn. Carried, 3-0.**
6. Employee Commute Authorization - Presented by Doug Olsen, Umatilla County Counsel. The annual review and approval of employees allowed to commute in county owned vehicles is before the Board. This is for non-law enforcement employees. No positions have been added for 2025. **Commissioner Shafer moved to adopt Order No. BCC2025-003. Seconded by Commissioner Dorrn. Carried, 3-0.**
7. Fair Board Appointments – Presented by Commissioner Dorrn. There are two terms on the Fair Board expiring at the end of 2025. Neither individual is eligible for another term. The openings were advertised and the applicants interviewed. Two individuals are recommended for appointment to the Fair Board beginning in 2026, and being Board elect for 2025 fair. The appointments of Jose Garcia and Milo Weaver are before the Board for approval. **Commissioner Dorrn moved to adopt Order No. BCC2025-004. Seconded by Commissioner Shafer. Carried, 3-0.**

8. Letter of Support - Presented by Commissioner Dorran. The presiding judge and Oregon Judicial Department have begun the process to request the legislature for a sixth 6th Judicial District judge, including the funding for staffing. The Board has been requested to submit a letter of support for the legislative proposal. The letter of support is before the Board for review and approval. **Commissioner Dorran moved to approve and authorize signing of the letter of support. Seconded by Commissioner Shafer. Carried, 3-0.**
  
9. Oregon Solutions Request – Presented by Commissioner Dorran. The County has been requested to participate in the Oregon Solutions facilitation for a US Army Corps Engineers general investigation study of the Walla Walla River floodway. Along with the State, participating entities would include the Milton-Freewater Water Control District and the CTUIR. The study would address flood mitigation, irrigation interests and ESA fish passage. The estimate cost for the facilitation of the agreement for the study is \$59,000. **Commissioner Dorran moved to approve to participate in facilitation and authorize funding up to \$10,000 toward the cost. Seconded by Commissioner Shafer. Carried, 3-0.**
  
10. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: Recognized Commissioner Dorran’s wife holding the bible during the swearing in and that the Chair’s daughter was also in attendance. He conveyed the importance and his appreciation of family support.

Commissioner Dorran: Shared his immense respect and appreciation for Umatilla County Directors, managers and employees.

Commissioner Timmons: None

Meeting adjourned by Chair Timmons at 09:29 a.m.

*Kelsey Bailey*

Executive Secretary – Board of Commissioners