

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of September 2, 2026
9:00 am, Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsels: Nicholas Warner

Guests Present: Robert Pahl, Umatilla County Chief Financial Officer; Jason Jensen, CFO; Dan Lonai, Umatilla County Administrative Director; Captain Sterrin Ward, UCSO; Undersheriff Jim Littlefield; Megan Davchevski, Planning Manager; Bob Waldher, Community Development Director; Joe Fiumara, UCo Health Director, Alisha Lundgren, UCo Health Deputy Director; Cliff Bracher, Helix resident;

Video link or Calling in: Captain Paul Wolverton, UCSO;

CALL TO ORDER: Chair Dorran called the meeting to order at 9:00 am. 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 Dorran.

Awards/Correspondence/Recognitions - None

Minutes - None

Additions to Agenda – None

Public Comments and Recognition of Visitors – None

Business Items

1. **Development Code Update – Second Reading** – Presented by Megan Davchevski, Planning Manager. Chair Dorran opened the public hearing at 9:02 am. Ms. Davchevski informed the Board that since the first reading of Ordinance 2026-07 there was collaboration with Public Health that resulted in a suggested minor change. Chair Dorran called for public comment in favor of Ordinance 2026-07, in opposition or neutral. There were none. He called for comment from public agencies. There were none. He called for any other comments. There were none. Chair Dorran closed the public hearing at 9:03 am. **Commissioner Shafer moved to adopt County Development Code, Ordinance 2026-07 as presented. Seconded by Commissioner Timmons. Carried, 3-0.**

2. City of Helix and Umatilla County IGA - Presented by Bob Waldher, Community Development Director. Helix School District and the City of Helix are pursuing an adjustment of the city's Urban Growth Boundary for the purpose of developing a new football field/athletic complex adjacent to school district property. Due to limited staffing resources at the city, the County Community Development Department proposes to take the lead in processing of a Post Acknowledgement Plan Amendment (PAPA). A path forward was identified and the application would be for a UGB land swap. The application process could take a few months to process. Cliff Bracher, 80451 Kupers Road, Helix, OR, asked about the location of the proposed sports complex. He also identified that he was neutral to this item. The school district is working with a couple of adjacent landowners that have land in the floodplain, but the exact location has not been set. **Commissioner Shafer moved to authorize Intergovernmental Agreement between City of Helix and Umatilla County for Community Development Department to take the lead in processing of a PAPA. Seconded by Commissioner Timmons. Carried, 3-0.**
3. Fee Waiver Request – Presented by Bob Waldher, Community Development Director. Several dwellings were destroyed by wildfire during the Lower Dry Creek fire occurring July 15, 2026. All dwellings that were damaged or destroyed were located on land zoned Exclusive Farm Use (EFU). Replacement Dwellings on land zoned EFU require a permit from Umatilla County. To reduce the cost burden and encourage obtaining permits, Community Development Department staff recommend waiving the land use application replacement dwelling fee (\$175) for victims of the Lower Dry Creek wildfire. **Commissioner Timmons moved to authorize Community Development Department staff to waive the land use application replacement dwelling fee for victims of the Lower Dry Creek Fire. Seconded by Commissioner Shafer. Carried, 3-0.**
4. UCSO Purchase – Annual RIMS Payment - Presented by Undersheriff Jim Littlefield. Due to the amount, the payable for the yearly maintenance and support services needs Board of Commissioners approval. There will be a partial reimbursement from Morrow County Sheriff's Office and Boardman PD. **Commissioner Shafer moved to approve payment to Sunridge System for yearly support and maintenance for July 1, 2026 to June 30, 2027 in the amount of \$104,076.00. Seconded by Commissioner Timmons. Carried, 3-0.**

Chair Dorran authorized skipping ahead to item #6 for the current presenter to cover and then return to item #5.

5. UCSO Purchase – Annual CivilServe Payment – Presented by Captain Sterrin Ward. UCSO has used CivilServe and CivilMobile software programs to track the service and enforcement of court documents and orders since 2019. This public service is a statutorily required duty of the Sheriff's Office under section ORS Chapter 206. CivilServe is the primary software used by UCSO office staff (and viewed by District attorney staff). Annual support cost is \$8,421.99. CivilMobile is the secondary software used by the civil deputies in their vehicles to interface with CivilServe. Annual support cost is \$1,478.98. **Commissioner Shafer moved to authorize payment of the total annual support Cost for CivilServe and CivilMobile in the amount of \$9,900.97. Seconded by Commissioner Timmons. Carried, 3-0.**
6. UCSO Contract – Morrow County - Presented by Undersheriff, Jim Littlefield. The Umatilla County Jail has requested that the fees for Jail Use be updated with Morrow County. Attached is an updated agreement that has been signed by the Morrow County BCC. **Commissioner Timmons**

moved to approve the Contract with Morrow County for Jail Use. Seconded by Commissioner Shafer. Carried, 3-0.

7. Public Health Purchase – Radio Contract - Presented by Joe Fiumara, UCo Health Director. For several years UCo Health has maintained a contract for radio ads promoting health education information on Spanish language stations. Along with this UCo Health has been participating in live and recorded interviews aired once per month in a question and answer format. The current contract with Guru Multimedia ended on August 31st, 2026 and UCo Health is looking to renew/enter into a new contract for the next 12 month period. All funds supporting this contract come from OHA PE 51-01 funds, and this expense is in the budget approved by OHA. **Commissioner Timmons moved to approve new contract with Guru Multimedia and authorize the payment in the amount of \$20,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**
8. Records Payable - Helion – Presented by Steve Craigen, Records & Elections Supervisor. Attached is a payable for the Helion recording system maintenance. This service currently has over 800 residents enrolled. **Commissioner Timmons moved to approve and sign the payable to Helion for recording system maintenance in the amount of \$11,589.00. Seconded by Commissioner Shafer. Carried, 3-0.**
9. CHW Position - Presented by Alisha Lundgren, UCo Health Deputy Director. UCo Health has been awarded Rural Health Transformation program element 82 funding from OHA with an approved project plan and budget to support the expanding of the Nurse Family Partnership (NFP) team. This expansion includes a bilingual Community Health Worker position. This position would be funded with braided funding from this program element and Targeted Case Management (TCM) billing (CHW work is billable through TCM under an RN). We are projecting a potential decrease to the general fund in the 55100 Home Visit budget for FY27 with the addition of this PE funding and positions. There is no time commitment attached to this position, the hope is that the position will continue on after the duration of the grant. Chair Dorran requested Alisha return in 6 months with an update to this position and the whole program. Commissioner Timmons expressed the importance of this program for those that may not receive healthcare services otherwise. **Commissioner Timmons moved to approve creation of a Community Health Worker position for FY27. Seconded by Commissioner Shafer. Carried, 3-0.**
10. WUMCD Re-Appointments – Presented by Nick Warner, Deputy County Counsel. The terms for Jason Luke and Carrie Shilhanek on the West Umatilla Mosquito Control District Board of Trustees have expired. They both are willing to serve another term. Their reappointments are before the Board for approval. **Commissioner Timmons moved to adopt Order No. BCC2026-044. Seconded by Commissioner Shafer. Carried, 3-0.**
11. CDA Payable - Presented by Nick Warner, Deputy County Counsel. This payable was sent over from the Finance Department for approval by the Board of County Commissioners. This is a quarterly payment for the County's portion of the economic development cost of the CDA land and the hope is that the payments will dissolve when the CDA becomes self-sustaining. **Commissioner Shafer moved to approve payment to the Columbia Development Authority in the amount of \$29,010.55. Seconded by Commissioner Timmons. Carried, 3-0.**

12. Fair Payable – Elevation Tent Rental – Presented by Nick Warner, Deputy County Counsel. This payable needs to be brought before the Umatilla County Board of commissioners for approval. It exceeded the original approved amount and excess funds were needed for additional tables. **Commissioner Shafer moved to approve the payable in the amount of \$36,907.50. Seconded by Commissioner Timmons. Carried, 3-0.**
13. Fair Payable – Rover Security – Presented by Nick Warner, Deputy County Counsel This payable needs to be brought before the Umatilla County Board of commissioners for approval due to an addition of security after the original contract was approved. **Commissioner Shafer moved to approve the payable in the amount of \$56,272.10. Seconded by Commissioner Timmons. Carried, 2-1 with Commissioner Timmons in opposition.**
14. Fair Payable – Flip Flop Sounds LLC – Presented by Nick Warner, Deputy County Counsel. These payables needed to be brought before the Umatilla County Board of commissioners for approval. **Commissioner Shafer moved to approve the payable in the amount of \$33,341.00 to Flip Flop Entertainment. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Shafer moved to approve the payable in the amount of \$1,280.00 to Flip Flop Entertainment. Seconded by Commissioner Timmons. Carried, 3-0.**
15. Fair Payable – NW Events and Marketing – Presented by Nick Warner, Deputy County Counsel. This payable needs to be brought before the Umatilla County Board of commissioners for approval. This is for production services for the Fair entertainment. **Commissioner Shafer moved to approve the payable in the amount of \$16,000.00. Seconded by Commissioner Timmons. Carried, 3-0.**
16. City of Weston - Presented by Nick Warner, Deputy County Counsel. It was discussed at the BCC Work Session on 8/27/2026 that City of Weston is requesting financial assistance to build a concrete pad and connections for a generator. Commissioner Shafer expressed concerns about this being a large amount for a concrete pad. There are no bids attached to this item. **Commissioner Timmons moved to table this item until a bid or bids are received. Seconded by Commissioner Shafer. Carried, 3-0.**
17. City of Echo Letter of Support – Presented by Nick Warner, Deputy County Counsel. A request was received for a letter of support for the City of Echo to accompany their application for funding through the Regional Infrastructure Fund. **Commissioner Shafer moved to authorize the chair to sign the attached letter of support for the City of Echo. Seconded by Commissioner Timmons. Carried, 3-0.**
18. ODOT Acquisitions – Presented by Nick Warner, Deputy County Counsel. As part of its ADA curb ramp project, ODOT will be replacing the sidewalk at the southwest corner of the Courthouse. This will require ODOT to acquire a permanent easement, and two temporary easements for two work areas. The area being acquired is 50 square feet, along with two spaces of 274 square feet and 469 square feet for the temporary construction easements, respectively. The offer from ODOT for the easements and damages is \$1,100. The department does not have any issues with the proposal. **Commissioner Shafer moved to accept offer, sign easement and authorize Chair to sign offer. Seconded by Commissioner Timmons. Carried, 3-0.**

19. Meeting Reschedule – Presented by Nick Warner, Deputy County Counsel. It has been requested to move the second Board of Commissioners’ meeting for September from September 16th, which is during Round-Up week, to September 21st. **Commissioner Timmons moved to approve the reschedule of the September 16th, 2026 BOC meeting to Monday September 21, 2026. Seconded by Commissioner Shafer. Carried, 3-0.**

20. Transfer Switch – Presented by Nick Warner, Deputy County Counsel. As part of the central pipeline project, a large generator was necessary as a power backup. A transfer switch was needed in addition to the generator. The purchase is before the Board for approval. This is a reimbursable cost. **Commissioner Shafer moved to approve payment for a transfer switch in the amount of \$16,043.00. Seconded by Commissioner Timmons. Carried, 3-0.**

21. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: This is the final BOC meeting for the outgoing CFO, Robert Pahl. Commissioner Shafer thanked Robert Pahl for all of his years of dedicated service and great work.

Commissioner Dorran: He expressed his appreciation for the information that he has learned from Mr. Pahl since he has been a commissioner. He commended his admirable dedication to the County, passing along a positive financial spreadsheet for the County. “I can’t thank you enough.”

Commissioner Timmons: She states that when attending statewide meetings, she often hears of financial troubles other counties are facing. She is always proud to come back to Umatilla County. She expressed her gratitude for Mr. Pahl for always aiming to keep the County in good standings.

Meeting adjourned by Chair Dorran at 9:37 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners