

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of April 23, 2013
9:00 a.m., Room 121, County Courthouse
Pendleton, Oregon

** ** ** **

COMMISSIONERS PRESENT: Larry Givens, Chair; Bill Elfering, Vice Chair;
Dennis D. Doherty, Commissioner

COUNTY COUNSEL: Doug Olsen

MEMBERS & GUESTS PRESENT: Connie Caplinger, Umatilla County Executive Assistant; Bill Miller, Umatilla County Law Enforcement Department Reserve Watch Commander; Tom Fellows, Umatilla County Public Works Director; Mark Kirsch, Umatilla Wildlife District Biologist, John Day Watershed; Terry Rowan, Umatilla County Sheriff

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CALL TO ORDER

The meeting was called to order at 8:58 a.m. Chair Givens reminded all present that the meeting was a public forum.

BUSINESS ON AGENDA

Approval of Minutes: The minutes of the previous meeting were in process as of the start of the meeting.

Consent Agenda:

- a. Authorization of payable to Dell Marketing LLP for maintenance policy - \$3616.30
- b. Authorization of payment to Apollo Heating and Repair - \$3438
- c. Authorization of payment to Zumar Industries, Inc. - \$10,228.54

Commissioner Doherty moved approval of the consent agenda as presented. Commissioner Elfering seconded and the motion carried 3-0.

Agenda Items:

1. **Tax Foreclosure redemption acceleration - Jennie Avenue property - Public Hearing:** Commissioner Givens opened the hearing at 9:03 a.m. Doug Olsen presented the staff report, stating that the redemption acceleration was requested by the City of Hermiston due to solid waste concerns. Doug Olsen reported that the situation was appropriate to request and, if desired, approve the acceleration. No response was received from the title holders or the lien holders related to the property.

Commissioner Doherty asked if the notices provided a specific deadline for response. Doug Olsen replied that they did so, using the statutory language as required.

Commissioner Givens opened the floor for public comment at 9:04 a.m. and, receiving none, closed the floor within the minute. **Commissioner Elfering, in the matter of accelerating tax foreclosed property redemption period – Munoz, moved approval of Order Number TX 2013-03. Commissioner Doherty seconded. The motion carried 3-0.**

2. **Purchase of vehicle – sheriff reserve:** Bill Miller reported that the reserve division's request was as shown on the agenda item documentation. Sheriff Rowan commented that his patrol vehicle was a retired Forest Service vehicle and in good shape when the topic of the condition of the vehicles purchased from the Forest Service was brought up. Tom Fellows added that his department used some of the Forest Service vehicles as well. **Commissioner Elfering moved to approve the purchase of a 2004 Chevrolet Tahoe from the Forest Service in the amount of \$8500.00. Commissioner Doherty seconded and the motion carried 3-0.**

3. **Move Civil Division – sheriff:** Sheriff Rowan reported that his civil sergeant, Sterrin Holcomb, brought the proposal to him as a result of the increase in concealed weapons permit requests which caused a backlog for the division. The sheriff and Sgt Holcomb felt that the move would help the program ensure timely issuance of the permits. By statute, the program was allowed 45 days to approve and issue a permit, but the current process was taking closer to 90 days. The proposal was to utilize the receptionist at the emergency operations center to assist in the concealed weapons permitting process. The backlog created by the influx of concealed permits created a trickle-down effect, affecting writs and other services provided by the program. The additional permitting activity was expected to generate additional revenue for the department. The former CSEPP office space was to be used to house the program, if approved.

Commissioner Givens asked if the department had advised the State Courts of the planned move. Sheriff Rowan replied that the department's interaction was primarily with the district attorney rather than the state courts, but that provision for the delivery of documents between the state courts and the civil division had been developed.

Commissioner Elfering asked if there were any disadvantages and, if so, what those were. Sheriff Rowan stated that he anticipated that the move would simply be a matter of educating the public of the division's relocation to maintain compliance with statute. There would be an office space for the department maintained in the basement of the courthouse as required by statute.

Commissioner Doherty suggested that the board finish the budget committee meetings and then return to the proposal, particularly as the proposal also would add a position and the added cost would need to be factored into the discussions. Also, the question of the anticipated cost was asked and Sheriff Rowan stated that because there were already furnishings in place in the CSEPP area, the only anticipated cost in the future would be added filing cabinets.

Commissioner Doherty added that he appreciated the approach to the request and complimented Sgt Holcomb on the preparation of it. The request would be placed back on the agenda after the budget committee meetings.

4. **Reclassify & fill dept vacancy – public works:** Tom Fellows reported that Robin Dickenson notified him that he intended to retire, effective July 31, 2013. The proposal was to reduce the position range

and double fill the position for the month of July.

Commissioner Doherty asked if the range change would change the position's duties. Connie Caplinger replied that it would not and Tom Fellows added that the outlying location positions were historically higher paid without any additional requirements. At the time of the positions' development, the employees were traveling from out of their area to the Milton-Freewater and Stanfield locations, which was the rationale for the higher pay. Since then, the employees were usually residents in the area near their work space location.

Commissioner Doherty asked what would be done to establish equity. Tom Fellows responded that the Milton-Freewater Range 30 employee already indicated that he would retire in February. One of his goals when he became the public works director was to adjust the outlying position ranges to some equity with the state ranges and then adjust his budget to allow for increased ranges for foremen carrying additional requirements, such as certifications.

Commissioner Doherty moved to authorize the waiver of the hiring freeze, recruitment, hiring, reclassification and double fill for the Stanfield foreman position. Commissioner Elfering seconded. The motion carried 3-0.

5. **Scanning software upgrade – admin svcs: Commissioner Doherty moved that the Board approve the Administrative Services request to purchase upgrades for the scanning software in the amount of \$5,513. Commissioner Elfering seconded and the motion carried 3-0.**

6. **Wildlife Services:** Mark Kirsch reported that he saw the article regarding the board's action on the aerial hunting discussion and the statement that the monies were rolled into the fund with no particular interest to which county provided them. He stated that historically, the county funds received from Umatilla County were applied to reduce costs to Umatilla County landowners when aerial hunting requests were received from them. He understood that there was a constant temptation to generalize when discussing funding but wanted to be clear that the Umatilla County funds were utilized for the ferrying costs to and from hunt locations in Umatilla County.

He also reported that the department had cobbled together some funds to support the state trapper's position. He commented that he expected that some specific direction needed to come from the Board of Commissioners to the livestock producers regarding their contributions.

Commissioner Givens commented that the \$10,000 needed to be directed to the county benefit and that he would ask that Mark Kirsch would continue to urge the partner counties to participate in funding the aerial hunting program. Commissioner Doherty suggested that the \$10,000 requested for the aerial hunting program be used for that purpose in Umatilla County and that the county should stick to the amount budgeted for the trapper's position.

Mark Kirsch stated that the program still had a \$10,500 shortfall to reach the end of the fiscal year. Commissioner Doherty responded that it was not particularly helpful to co-mingle the aerial hunting funds with the trapper funds and vice versa. Commissioner Givens commented that the board could take up the topic after the budget committee meetings with Mark Kirsch, Dave Williams and Commissioner Givens to meet to discuss collaborating to support the trapper program.

7. **IGA for the Trade Center/Gateway Property:** Commissioner Doherty reported that the IGA related to the 19.5 acres of property dedicated for access to the EOTEC facility. The city proposed that the city and county take possession of the property. Condemnation of the property was required to complete the process, which was resolved in the amount of \$215,000. Doug Olsen and Gary Luigi collaborated with a Portland firm to complete the condemnation, but the city and county still needed to document that process.

The city and county were to share the purchase price equally with the city paying the legal costs. The property would be titled to the city and county as tenants in common. The EOTEC board determined that the access to the property was a city and county task and the county originally budgeted to pay the entire appraised value. **Commissioner Doherty moved that the Board approve the IGA between the City of Hermiston and the county dedicating the property for access as a gateway to the EOTEC facility. Commissioner Elfering seconded and the motion carried 3-0.**

Other Discussion: None.

Scheduling of Next Meeting: The next meeting will be held May 1, 2013.

ADJOURNMENT

The meeting was adjourned at 10:16 a.m.

Respectfully submitted,

Laura Headley
Executive Secretary
Umatilla County
Board of Commissioners