

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Administrative Meeting of May 21, 2013  
9:00 a.m., Room 121, County Courthouse  
Pendleton, Oregon

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

**COUNTY COUNSEL:** Doug Olsen

**MEMBERS & GUESTS PRESENT:** Tom Fellows, Umatilla County Public Works Director; Zan Traughber, West Field Homeowners Association; Pattie Maness, 9<sup>th</sup> Circuit Court Administrative Assistant; Roy Blaine, 9<sup>th</sup> Circuit Trial Court Administrator; Bob Heffner, Umatilla County Budget Officer; Glen Diehl, Umatilla County Law Enforcement Department Criminal & Traffic Division Watch Commander; Dan Lonai, Umatilla County Administrative Services Director; Lora Franks, Umatilla County Law Enforcement Department Administrative Assistant

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**CALL TO ORDER**

The meeting was called to order at 9:02 a.m. Chairman Givens reminded all present that the meeting is a public forum.

**BUSINESS ON AGENDA**

**Approval of Minutes:** The minutes of the previous meeting were awaiting review at the time of this meeting.

**Additions to agenda:**

- 1. Repair Westfield/Quill Point
- 2. Extension IGA
- 3. Purchase of band saw
- 4. Update Rodeo City Inn Order

**Consent Agenda:**

- 1. Authorization of out of state travel for Juan Valdez
- 2. Waive the hiring freeze and authorize the budgeted hire of temp employees
- 3. Authorize the establishment of a temporary CO not to exceed 6 months
- 4. Authorization to purchase a Dell Laptop computer - \$1623.06

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

## Agenda Items:

### 1. Budget transfer (2):

- a. **Veterans Expanded Services, Budget Order 2013-53:** The program modified its business plan, requiring a budget transfer. **Commissioner Elfering, in the matter of a resolution making a transfer of appropriations pursuant to ORS 294.463 for the fiscal year ending June 30, 2013, moved approval of Budget Order 2013-53. Commissioner Doherty seconded. The motion carried 3-0.**
- b. **Assessor, Budget Order 2013-54:** This transfer was necessary as a result of the increased cost of updates to the Helion software used by the program. **Commissioner Doherty, in the matter of a resolution making a transfer of appropriations pursuant to ORS 294.463 for the fiscal year ending June 30, 2013, moved approval of Budget Order 2013-54. Commissioner Elfering seconded and the motion carried.**

2. **Authorization to provide match for the Bulletproof Vest Program grant - \$18,000:** Glen Diehl reported that the source of the grant was one that the department had participated in over the past 10 to 15 years. It required a 50% match, but created significant savings as the funds were applied to regularly needed supplies within the department. The match was necessary prior to ordering the vests. Lora Franks added that the department was hoping to purchase 50 vests, using the grant monies. Glen noted that the average lifetime for a vest was about 5 years.

Bob Heffner asked if the department would need a supplemental budget to fund the vest match. Lora Franks replied that was not likely as the grant was set for expenditure over a two year period.

Commissioner Doherty noted that the application for the grant was made, but the department was not yet awarded it. **Commissioner Doherty moved that the Board approve the Department of Law Enforcement's request for authorization to match the Bulletproof Vest Program grant up to the amount of \$18,000. Commissioner Elfering seconded.** Glen Diehl noted that the match was within the department's budget. **The motion carried 3-0.**

3. **Reuse of Room 130:** Roy Blaine reported that the courthouse did not have adequate space for jury assembly and he had noted that Room 130 was no longer in use. He proposed that the courts would use the room for jury assembly and proposed to pay for the carpeting and seating, including a conference table.

In his conversations with Connie Caplinger, he learned that the county was planning to use the room for the Board of Commissioners' meetings since it had outgrown the room currently in use, Room 114. With that as part of the consideration, Roy Blaine suggested that a 10 foot conference table with 6 chairs would be appropriate for that use.

Dan Lonai expressed concern with the timing of working out jury assemblies and meeting dates as the room's primary use would be for the commissioners' meetings.

He also noted that video equipment would need to be installed along with the necessary computer networking connections. The video costs would be balanced by the flexible utilization of the equipment and he noted that his department was currently using that room for staging materials for the hallway remodel.

Dan Lonai reported that, in the discussion with state courts, he and Connie Caplinger had suggested that Room 35 could work for the jury assemblies. That was not believed to be large enough due to the split layout of that room. There was a brief discussion of those prioritized meetings.

Commissioner Doherty questioned whether 130 was large enough for the purposes proposed. Dan Lonai believed that the room was large enough to accommodate up to 70 people.

Commissioner Doherty commented that it was his belief that the Board of Commissioners office's plans for the room included a raised dais. Dan Lonai confirmed that was the understanding and he still hoped that would eventually be developed.

Commissioner Doherty suggested that a committee be put together to discuss the details of the project. Commissioner Givens suggested that he and Dan Lonai should put the committee together to include Roy Blaine and Patti Maness. Dan Lonai suggested that Connie Caplinger should be part of that group.

**Commissioner Doherty moved that the board authorize the shared use of Room 130 between the county and state courts with the Board of Commissioners regular meetings taking priority, instructing staff to develop and implement the plans to remodel the room with State Courts staff, scheduling the coordination between Dan Lonai and Commissioner Givens; if any further authorizations were necessary, the request should be brought to the next meeting on May 30<sup>th</sup>. Commissioner Elfering seconded with discussion.** He asked if additional expenses would require board approval. Doug Olsen replied that they would if not within the authorized limits of the departments. **The motion carried 3-0.**

4. **Award contract for purchase of uniforms:** Glen Diehl reported that in response to the RFP that was issued, the department received two proposals. Blumenthal quoted \$309 per outfit, which included 2 pants, 2 shirts and one vest. However, the shirt material was not notably sturdy. 911 Supply quoted \$329.95 for the same outfitting items. The material was sturdier and the shirts were designed with breathable panels for more comfort over ballistic vests.

Glen Diehl commented that both providers met the criteria for stock availability, material pieces and style. The difference was the quality of the material and that was why staff recommended that the contract should be awarded to 911 Supply.

Commissioner Givens asked whether the replacement uniform pieces would match in the next year or so. Glen Diehl stated that the companies' current stock would supply for approximately 10 to 15 years, which was an industry standard. He added that the department had budgeted for the change in both the criminal and jail divisions' budgets with the goal set to make a simultaneous switch in compliance with the collective bargaining agreement.

Commissioner Doherty stated that as the purchase was in the budget, he was supportive of it. **Commissioner Elfering moved that the purchase of uniforms from 911 Supply be approved in the amount of \$329.95 per uniform outfitting set. Commissioner Doherty seconded.** Glen Diehl added, for the record, that the bid opening was held on May 19<sup>th</sup> at 4:02 p.m. with Ray Hodgen as the witness. **The motion carried 3-0.**

5. **Repair Westfield Boulevard and Quill Point:** Tom Fellows reported that the residents of the road asked if the county could return to patch the road using the same arrangement as previously. He noted that not as much work was necessary and expected the material cost to run \$1500. The Durapatcher was available. He recommended board approval and requested the approval in a timely manner as the remaining time on the lease for the Durapatcher was soon to expire.

Zan Traugher reported that the residents were prepared to reimburse the county for the costs of material as before. **Commissioner Doherty, in the matter of authorizing repairs to Westfield Boulevard and Quill Point, Public Roads, moved adoption of Order Number RD2013-01. Commissioner Elfering seconded and the motion carried 3-0.**

6. **Purchase of Band Saw:** Tom Fellows reported that the department needed to replace the current band saw. The crew was doing a lot of its own re-building and the old equipment was not set up to cut angles, which were necessary. The line was 53% expended and the cost was within budget. **Commissioner Doherty moved that the board approve Public Works' request for authorization to purchase a band saw in the amount of \$4250. Commissioner Elfering seconded. The motion carried 3-0.**

7. **Certification for Extension Funding:** Doug Olsen reported that the amount was budgeted and paid out. The extension office needed to provide the certification to the state. **Commissioner Elfering moved approval of the certification of funds for the Oregon State University Extension Service. Commissioner Doherty seconded and the motion carried 3-0.**

8. **IGA with OSU Extension:** Doug Olsen reported that the IGA was amended to provide more detail on the vehicles used by the extension. **Commissioner Elfering moved that the board approve the IGA with the OSU Extension Service. Commissioner Doherty seconded. The motion carried 3-0.**

9. **Update Rodeo City Inn Order:** Doug Olsen reported that on May 1<sup>st</sup>, the board approved the authorization to file the complaint. At that time there was some argument of no notice to the occupants. In response, notice was sent to all occupants on May 3<sup>rd</sup>. **Commissioner Doherty, in the matter of authorization of filing of complaint to restrain and enjoin nuisance occurring on Rodeo City Realty LLC property, moved approval of Order Number BCC2031-051. Commissioner Elfering seconded and the motion carried 3-0.**

Commissioner Doherty noted that after the last meeting on the subject, there were a couple articles speculating as to what would happen on the eviction of the residents. He commented that the shelter for homeless families, Martha's House, had recently opened in Hermiston as a high security facility and felt that a management team could operate the Rodeo City Inn property in a similar fashion.

**Other Discussion:**

**Water matters:**

**Umatilla Basin Water Commission status:** Commissioner Doherty reported that he expected to arrange a meeting with the Tribes and JR Cook no later than sometime between Tuesday, May 28th and Thursday, May 30<sup>th</sup>. The subject of the discussion was expected to affect the negotiations related to the proposed commission close out and he expected that the Tribes attorney would conference into the meeting. The discussion would center about whether it would be best to wind up and close out the Umatilla Basin Water Commission.

**Umatilla Basin Water Commission grant closeout:** JR Cook was working on completing the grant closeout. There were some unresolved items in that the Water Resources Department did not believe that certain items were reimbursable.

**Futures Task Force:** Commissioner Doherty reported that he had attended the last two Futures meetings and expected that would broaden the scope of the water discussion. As a result, he expected that to complicate the water process.

**Northeast Oregon Water Association:** The articles of incorporation were filed and the organization had expressed its support of renewal of the Columbia River Treaty.

**Sovereign Review Team – Columbia River Treaty:** Commissioner Doherty reported that the United States' team consisted of 4 representatives from each state. He was aware that two of Oregon's representatives were Bill Bradbury with Henry Lorenzen as Bill Bradbury's alternate. The Tribes had 5 representatives.

**Scheduling of Next Meeting:** The next meeting will be held June 5, 2013.

**ADJOURNMENT**

The meeting was adjourned at 10:19 a.m.

Respectfully submitted,

Laura Headley  
Executive Secretary  
Umatilla County  
Board of Commissioners