

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Board of Commissioners' Meeting of September 4, 2013
9:00 a.m., Room 114, County Courthouse
Pendleton, Oregon

COMMISSIONERS PRESENT: Larry Givens, Chair; Bill Elfering, Vice Chair; George Murdock, Commissioner

COUNTY COUNSEL: Doug Olsen

MEMBERS & GUESTS PRESENT: Glen Diehl, Umatilla County Law Enforcement Department Traffic and Criminal Division Watch Commander; Tracie Diehl, Umatilla County Cartographer; Bob Heffner, Umatilla County Budget Officer; Bob Stoltz, Umatilla County Print Shop Manager; Phil Wright, East Oregonian Reporter; Dan Lonai, Umatilla County Administrative Services Director; Kathy Lieuallen, Umatilla County Law Enforcement Department 9-1-1 Dispatch Manager; Dan Primus; Umatilla County District Attorney

CALL TO ORDER

The meeting was called to order at 8:59 a.m. Chair Givens reminded all present that the meeting was a public forum.

BUSINESS ON AGENDA

Employee of the Month: Commissioner Elfering read through the resolution appointing Dan Primus the Umatilla County Employee of the Month for the month of September, 2013 and moved approval of the resolution. Commissioner Murdock seconded. The motion carried 3-0.

Approval of Minutes: There was no record of approval for the minutes of the January 3, 2013 Board of Commissioner meeting. Therefore, the minutes were presented for approval. Commissioner Murdock moved to approve the minutes of January 3, 2013. Commissioner Elfering seconded and the motion carried 3-0.

Additions to the agenda:

Designation of newspaper for 2014 tax foreclosure: Commissioner Murdock, in the matter of designating a newspaper for publication of the 2013 Umatilla County tax foreclosure list, moved approval of Order Number TX2013-04. Commissioner Elfering seconded. The motion carried 3-0.

Consent Agenda: None.

Agenda Items:

1. **Supplemental budgets (2) – Public Hearing:** Commissioner Givens opened the hearing at 9:05 a.m. Bob Heffner presented the staff report for each of the supplemental budgets as related below. Commissioner Givens opened the floor for public comment at 9:08 a.m. No comment was presented and the floor was subsequently closed at 9:09 a.m.
 - a. **Juvenile Center Improvements Fund, Budget Order 2014-02:** Bob Heffner reported closure of the fund was pending the sale of business energy tax credits. That was completed and the restructured fund was ready for closure and transfers of remaining funds to the General Fund. That would result in a \$68,147 increase to contingency utilized for funding remodeling projects in progress. Commissioner Givens asked if the identity of the purchaser of tax credits was known. Dan Lonai replied that it was a fairly common name, but he was unsure of the name at the moment. Doug Olsen commented that the purchaser was not local. Commissioner Givens asked how that would work. Dan Lonai explained that the purchase provided the purchaser with the tax credit. **Commissioner Elfering, in the matter of a resolution adopting a supplemental budget pursuant to ORS 294.471 for the fiscal year ending June 30, 2014, moved adoption of Budget Order 2014-02. Commissioner Murdock seconded. The motion carried 3-0.**
 - b. **Health Department, Budget Order 2014-03:** Bob Heffner reported that an increase in the tobacco grant required the increase to the program. **Commissioner Murdock, in the matter of a resolution adopting a supplemental budget pursuant to ORS 294.471 for the fiscal year ending June 30, 2014, moved adoption of Budget Order 2014-03. Commissioner Elfering seconded. The motion carried 3-0.**
2. **Ordinance Amendment, Ordinance No. 2013-08 – Department Organization – Public Hearing:** Commissioner Givens opened the public hearing at 9:10 a.m.
Staff report: Doug Olsen reported that for the amendment to the department ordinance, several changes were proposed: Health and Human Services would now be titled Health Department, will include only the Public Health Department and will be managed by the Public Health Director; Community Corrections Department will be titled Community Justice Department, will take on the Youth Services Division and will be managed by the Community Corrections Director; Human Services Department will include Human Services Division and the Veterans Division, and will be managed by the Human Services Director; the Organizational Chart was already updated to reflect those changes. Commissioner Givens opened the floor for public comment at 9:11 a.m. and, hearing none, closed the floor within the minute.

Commissioner Murdock, in the matter of amending Umatilla County Code of Ordinance Chapter 31 – Departments, moved adoption of Ordinance Number 2013-08. Commissioner Elfering seconded. The motion carried 3-0.

3. **Position Reclassification - Public Health Director, Human Services Director, CARE Program Coordinator:** Doug Olsen reported that the reclassification was needed to implement the ordinance changes. The Public Health Administrator was to become the Health Director, the CARE Coordinator was to become the CARE program manager, and the Human Services Administrator was to become the Human Services Director.
Commissioner Elfering moved to provide authorization for the reclassification of Sarah Williams, Interim Director of Public Health. Commissioner Murdock seconded. The motion carried 3-0.
Commissioner Elfering moved authorization for the reclassification of Carolyn Mason, Director of Human Services. Commissioner Murdock seconded. The motion carried 3-0.
Commissioner Elfering moved authorization for the reclassification of Jennifer Galloway CARE Coordinator. Commissioner Murdock seconded. The motion carried 3-0.

4. **Part-time assistant - GIS/Mapping:** Dan Lonai reported that the GIS program requires assistance for updating the information for the maps used in dispatch. Much of the city addresses did not match and the dispatch system needed to ensure that the information was aligned. There was money available in the 9-1-1 fund and the program could request up to \$6,000 per month from State of Oregon Emergency Management for the project. The part time, temporary position would be 19 hours or less per week, non-benefitted and non-union. Commissioner Givens asked if it would be a temporary position and Doug Olsen and Dan Lonai both confirmed it was. Commissioner Murdock commented that he and Dan met and he had the opportunity to view the mapping concerns in action.
Commissioner Murdock moved to authorize the hiring of a part-time GIS aide. Commissioner Elfering seconded. The motion carried 3-0.

Commissioner Givens asked Kathy Lieuallen if this helps move Dispatch consolidation ahead. Kathy Lieuallen explained that the GIS mapping helped to plot the call origination and with the new technology from the state, it would increase accuracy in plotting addresses and locations.

Commissioner Elfering asked if a road was not identified and emergency responders go to the area, would the program help with finding addresses more easily. Kathy Lieuallen replied that there was some difficulty with Google maps and their updates. Hopefully it will help responders because it will plot correctly. Commissioner Elfering stated there may not be a name on the road. Tamra Mabbott commented that by code there would need to be three

residents on a road to give it a name. Otherwise it was an easement or a driveway. Dan Lonai noted that the secondary state highways often were without names

5. **Authorization to hire post-PERS Retiree for Sheriff's Office:** Doug Olsen reported that the request is to have a retired employee return as a post-PERS employee. Glen Diehl clarified that it would be for a court security employee. Commissioner Givens commented that the employee would be restricted to 1039 hours per year. Glen Diehl replied that the employee was aware of the restriction. Commissioner Givens asked if that would change the budget for the Sheriff's Office. Glen Diehl replied that it would not because will be a vacancy caused by a resigning member of the court security team.
Commissioner Elfering moved authorization to hire Tawin Compton as a post-PERS retiree for the Sheriff's Office. Commissioner Murdock seconded. The motion carried 3-0.

6. **Change to holiday schedule:** Doug Olsen reported that the change was the result of the new contract with the AFSCME courthouse employees and would align all county employees except the Sheriff's Office and Community Corrections. The floating holiday for all others, including exempts, would become the day after Thanksgiving. Dan Lonai commented that out of the 17 counties polled, 13 are closed for that day, consisting of most of the larger counties and some of those even close the day before. He noted that most city offices and title companies are closed, which results in the public assuming the county was closed as well. Commissioner Givens directed that the staff would put out a public notice that the county facilities would be closed. **Commissioner Murdock moved approval of closure of the county offices on the Friday after Thanksgiving. Commissioner Elfering seconded. The motion carried 3-0.**

7. **Authorization to exceed vacation cap:** Doug Olsen reported that due to the changes in staffing the executive secretary was requesting a temporary allowance to exceed the vacation cap through September. There is a plan in place to reduce the overage. **Commissioner Elfering moved to authorize the executive secretary to exceed the vacation cap for August and September. Commissioner Murdock seconded and the motion carried 3-0.**

8. **Copier Purchase Authorization:** Commissioner Murdock reported that only one company responded to the request for quotes on the replacement of the copier in the Board of Commissioners' office. The costs provided by Canon were based on the state contract and were compared to one another based on the costs of leasing versus purchasing, with two replacements. Staff recommended the lowest long term cost. **Commissioner Murdock moved approval. Commissioner Elfering seconded for discussion.** Commissioner Elfering asked if it would be worthwhile to do further searching for comparisons. Dan Lonai

commented that some of the companies work with some sort of government contract, but that not a lot of brands were available. He added that the vendor offered was the only vendor the county had been working with because they had all the other brands. Dan Lonai added that they could go out for more quotes, but it was not likely that there would be much difference. He believed that Xerox was still out there. Doug Olsen commented that the county had been buying off other contracts. Commissioner Murdock added that his experience with state contracts was that equipment costs were considerably less. Commissioner Givens commented that the Board should hold off on action to satisfy themselves that the cost comparison information between other vendors was complete. **Commissioner Elfering withdrew his second. Commissioner Murdock then withdrew the motion.** Dan Lonai pointed out that the county had tested the Canons and they would work with the county network. Commissioner Elfering asked if compatibility was an issue. Dan Lonai stated that the the Imagistics had compatibility issues, and although the county could look at Xerox, the department did not have one to test for compatibility. Commissioner Murdock suggested that it would be useful to have a brief presentation on the state contracts for the Board as historically the state contract was much less.

9. **Flooring Authorization:** Commissioner Murdock presented two quotes to replace the flooring in the Commissioners' office. One from Soft Step Interiors for \$6261.92 that did not fully meet the specifications of the project and the other from Pendleton Floors for \$8346.79. **Commissioner Murdock moved approval Pendleton Flooring, \$8346.79 Commissioner Elfering seconded. Commissioner Elfering asked what specifications were not met and Commissioner Murdock informed they could not apply the floor in time required. The motion carried 3-0.**

10. **Appoint Technical Oversight Committee:** Doug reported that based on the approval for WKN Chopin project a technical oversight committee was to be appointed. A number of people were recommended for the committee. WKN requested the County appoint Randy Perkins, landowner; Eric Johnson, landowner; Mark Kirsch, ODFW; Marisa Meyer, USFWS; Gary Rhinhart, Umatilla County Planning Commission Member; Suni Danforth, Milton Freewater resident and Umatilla County Planning Commission Member; and John Batalis, Milton Freewater resident. Commissioner Givens requested a briefing on WKN Chopin project. Doug reported the project was approved and appealed to LUBA, which affirmed county's decision, and which required construction by the end of the year. Tamra Mabbott noted that the wind farm needs completed by the end of the year, but perhaps not the transmission line. LUBA remanded the transmission line decision to the county but upheld the wind farm decision. This was the first time the two permits had been was bifurcated, and was done at the developer's request. Commissioner Elfering requested clarification on the avian study. Tamra Mabbott responded they will study the impact on the birds, which is why the ODFW representative on the committee. Commissioner Elfering

asked who the oversight committee reports to. Tamra Mabbot replied they ultimately report to the planning commission.

Commissioner Elfering move approval of the nominees to the Technical Oversight Committee. Commissioner Murdock second. The motion carried 3-0

11. **Echo Benefit Plan Grants:** Doug Olsen stated these are based on 2013 funds received of approximately \$72,000. The committee met to discuss the six applications. Three were approved and three were denied. The recommendations are for Echo School District music department \$1845.83 for guitars; City of Echo of \$6500 to replace sidewalks not covered by ODOT; and Vector Control district of \$6000 matching funds for the purchase of a boat.

Commissioner Murdock, in the matter of approval of grants of 2013 Echo Community Benefit Plan, moved adoption of Order Number BCC2013-070. Commissioner Elfering seconded. The motion carried 3-0.

12. **HELP 2013 Grants:** Doug Olsen reported that the source of this funding comes from several projects. The HELP board met and recommended a split between the City of Helix and the Helix School District. The Helix School District has approximately \$58,000 left over from previous grants and has requested those funds be reallocated from the 2011 and 2012. The projects to be completed by December 31, 2014. Commissioner Murdock commented they have dramatically renovated the school with grant funding.

Commissioner Murdock, in the matter of approval of grants of 2013 Helix Enhancement Launch Program, moved to adopt Order Number BCC2013-071 move Commissioner Elfering seconded. The motion carried 3-0.

13. **HELP Appointments:** Doug Olson reported three terms on the HELP Board expired June 30 and all three request reappointment--Harry Schuening, representing the City of Helix; Jerry Terjeson, at-large member and Michael Odman, representing NextEra Energy. Commissioner Givens asked the length of the term to which Doug Olsen responded 3 years.

Commissioner Murdock, in the matter of appointment of Michael Odman, Harry J. Schuening and Jerry Terjeson to the Helix Enhancement Launch Program Board, moved adoption of Order Number BCC 2013-072. Commissioner Elfering seconded. The motion carried 3-0.

14. **Car Licensing for Elected Officials:** Doug Olsen reported that the practice has been the Sheriff and Board of Commissioners have requested to purchase and pay for none E-plates and now the District Attorney is requesting this as well for safety reasons. The request is to change the policy to allow all elected officials to eliminate the E-plate on their assigned vehicles. Commissioner Givens asked how it would be paid. Doug Olsen reported it would be from the individual's personal funds. Commissioner Murdock commented this was recommended by Law Enforcement.

Commissioner Elfering moved to approve the policy to authorize all Umatilla County Elected officials to have a none E-plate on the assigned cars with the provision that the car driver pays for the annual fee, Commissioner Murdock seconded. The motion carried 3-0.

New Business: None

Public Input: None

Commissioner's reports:

1. **Commissioner Elfering:** Commissioner Elfering reported the West End Mayors meeting was productive with a lot of interaction. There are many new members that are providing good insight and communication. He noted that the East End Mayors meeting is September 19 but he will not be able to attend. He feels these meetings are very beneficial.
2. **Commissioner Murdock:** Commissioner Murdock commended Becky Marks for assistance in getting the East End Mayors meetings started. The Professional Growth committee will meet on the 16th with Art Hill from BMCC. They will launch the first of the program at the Senior Managers' meeting on the 25th. Commissioner Murdock also wanted to make sure to send cards to the Mayor of Umatilla and the LPSSC Chair.
3. **Commissioner Givens:** Commissioner Givens was impressed that the meeting in Stanfield was very positive. He stated he is leaving on Thursday to attend the Neal Hot Springs geothermal project grand opening.

ADJOURNMENT

The meeting was adjourned at 10:02 a.m.

Respectfully submitted,

Deserae Hall
Specialist
Umatilla County
Human Resources