

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of October 9, 2013
3:00 p.m., Room 121, County Courthouse
Pendleton, Oregon

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

COUNTY COUNSEL: Doug Olsen

MEMBERS & GUESTS PRESENT: None

CALL TO ORDER

The meeting was called to order at 3:04 p.m. Chair Givens reminded all present that the meeting is a public forum.

BUSINESS ON AGENDA

Approval of Minutes: The minutes of the October 2, 2013 Board of Commissioners' meeting and the September 24, 2013 Board of Commissioners Planning hearing were presented.

Commissioner Murdock moved to adopt the minutes of the October 2, 2013 Board of Commissioners' meeting and the September 24, 2013 Board of Commissioners Planning hearing. Commissioner Givens seconded. The motion carried 2-0.

Additions to agenda:

1. **Modify vehicle replacement policy:** Doug Olsen explained the need for the changes to Fiscal Policy F-11 Fleet Management Plan (Non-Law Enforcement/Public Works). The amendment would list the members of the Fleet Management Committee, and set the date new vehicle request would be due for 2013-14.

Commissioner Murdock moved to adopt the modified Fiscal Policy F-11 Fleet Management Plan. Commissioner Elfering seconded. The motion carried 3-0.

Consent Agenda: None

Agenda Items:

1. **Vehicle replacement RFP Requests:** Doug Olsen presented the two Request for Proposals for vehicles. The first, a used vehicle for the District Attorney for transportation between Pendleton and Hermiston. The second, a new or program vehicle for the Board of Commissioners. Bids will be due October

21, 2013. Both of these to be funded through Fleet management. Commissioner Murdock stated the budget had funds available as there was \$24,000 from the previous budget year and \$50,000 in the 2013-2014 Budget year.

Commissioner Elfering moved to approve issuance of a Request for Proposals for a vehicle for the District Attorney's Office. Commissioner Murdock seconded. The motion carried 3-0.

Commissioner Elfering moved to approve issuance of a Request for Proposals for a vehicle for the Board of Commissioners Office. Commissioner Murdock seconded. The motion carried 3-0.

2. **Mobile Shelter Unit lease:** Doug Olsen reported the agreement was to allow Eastern Oregon Trade and Event Center Authority and its contractor, Frew Development, to use the mobile shelter unit on Columbia Drive as office space during construction of the trade and event center. The agreement outlines there would not be a rental fee and Frew Development is responsible for utility and maintenance costs. Two parking spaces would be allocated for use as well.

Commissioner Elfering moved approval of the agreement with EOTEC for use of the mobile shelter unit. Commissioner Murdock seconded. The motion carried 3-0.

Other Discussion: None

Public Input: None

ADJOURNMENT

The meeting was adjourned at 3:41 p.m.

Respectfully submitted,

Deserae Hall
Specialist
Umatilla County
Human Resources