

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of December 11, 2013
10:30 a.m., Room 121, County Courthouse
Pendleton, Oregon

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

COUNTY COUNSEL: Doug Olsen

MEMBERS & GUESTS PRESENT: Paul Chalmers, Umatilla County Assessment and
Taxation Director; Bob Heffner, Umatilla County Budget Officer; Sarah Williams, Umatilla County
Public Health Director; Robert Pahl, Umatilla County Finance Officer; Phil Wright, East Oregonian
Reporter; Heather Blagg, Umatilla County Community Health Supervisor

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CALL TO ORDER

The meeting was called to order at 10:32 a.m. Chair Givens reminded all present that the meeting was a public forum.

BUSINESS ON AGENDA

Approval of Minutes: None

Agenda Items:

1. **Appointments to Umatilla Basin Water Commission Board of Directors:** Doug Olsen reported that with the resignation of Dennis Doherty from Umatilla Basin Water Commission Board of Directors, there is a vacancy for the county position. Commissioner Elfering is willing to serve as the county representative, with Commissioner Givens as the alternate. **Commissioner Givens moved for the approval of Order No. BCC2013-096, for the appointment of the Umatilla County Representative on the Umatilla Basin Water Commission Board of Directors, Commissioner Elfering seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor of the motion.**

2. **Appointments to Eastern Oregon Trade and Event Center Authority Board of Director:** Doug Olsen reported that with the resignation of Dennis Doherty from the EOTEC Authority effective December 31, 2013, there will be a vacancy for the county position. Commissioner Givens is willing to serve as the county representative. The term for Chet Prior will

also expire December 31, 2013, and he is willing and eligible to be reappointed. **Commissioner Murdock moved for the approval of Order No. BCC2013-095, for the appointments to the Eastern Oregon Trade and Event Center Authority Directors, Commissioner Elfering seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor of the motion.**

3. **Budget Transfers**

- a. **Budget Order 2014-29, Commission on Children & Families:** Bob Heffner reported that the Commission on Children and Families requires a \$232 increase in its Transfer Out appropriations to equal the actual transfer available to the Community Services Development Reserve Fund. This is to complete the close out of this fund. **Commissioner Murdock moved adoption of Budget Order 2014-29. Commissioner Elfering seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens each voting in favor.**
- b. **Budget Order 2014-30, Board of Commissioners:** Bob Heffner reported that the purchase of a new copier for the Board of Commissioners' office required an increase in the Capital Outlay appropriations. The purchase cost is being shared with the Community and Economic Development program. The transfer is only for the share for the Board of Commissioners. **Commissioner Elfering moved approval of Budget Order 2014-30. Commissioner Murdock seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor of adoption of the order.**

4. **Election for National Forest Related Safety-Net Payments:** Commissioner Givens reported that the deadline to elect to receive the SRS payments is approaching. If the county elects the SRS payments, it could lose more than that if Congress authorizes PILT (Payment in Lieu of Taxes). It is a gamble but the possibility of reauthorization of PILT is very strong. Doug Olsen reported that the Department of the Interior put the reauthorization in its budget that is up for approval by Congress. Commissioner Givens has received word from Cong Walden that the reauthorization should happen. Doug Olsen said that if the county elects to receive the SRS payments, then those payments would be reduced by the amounts received from timber payments, though there are additional variables that are also factored into the formula. Commissioner Givens said that PILT payments discretionary. The election is due in the Governor's office on December 13, 2013. The county is to elect between SRS and the 25% of the 7 year average for timber receipts, and historically to county's advantage to opt out. Staff was in favor of opting out. **Commissioner Murdock moved adoption of Order No. 2013-094 for the election for the National Forest Related Safety-Net Payments and to opt out; seconded by Commission Elfering. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor of adoption of the order.**

5. **Authorization to re-classify employee & establish fund:** Commissioner Murdock introduced the request by the Assessment and Taxation Department to reclassify a position. The assessment manager position is vacant, and the proposal is to reclassify the position to an Administrative Assistant II to assume some of the duties of the position, and the remainder of the duties will be distributed. The current property appraiser specialist would be promoted to the new position. The savings from the plan, approximately \$14,000, would be earmarked for a technology fund. Once the technology is available and software tested, then the department would use the funds to purchase tablets for use in the field. The fund would be dedicated for that purposes and expect the technology to be available in 12 to 18 months. Commissioner Murdock is supportive of the reserve fund and savings used for purchase of tablets, but not for purpose of creating of perpetual fund. Bob Heffner asked if looking at a year to 18 months before use of funds. Paul Chalmers responded that once that cost is determined, any savings would be returned to the general fund. He was concerned about moving forward with the use of laptops, which would soon become obsolete. Commissioner Murdock added that this would add work efficiency. Commissioner Elfering asked if any additional software is needed. Paul Chalmers answered that most likely a kiosk to set up in remote location to download would be necessary. Commissioner Elfering wanted to know if there is an additional software cost. Paul Chalmers said that is the reason to wait because there is software is not ready. **Commissioner Murdock moved to approve the reclassify the position of Assessment Manager to Administrative Assistant II effective December 15, 2013, and to establish an Appraisal Technology fund; Commissioner Elfering seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor.**

6. **Authorization to purchase computers:** Sarah Williams is seeking approval for the purchase of three computers to replace out of date computers. Grant funding was received for the purchase. **Commissioner Murdock moved for the approval to purchase three computers in the amount of \$5,057; and Commissioner Elfering seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor.**

7. **Vacation of Korvola Road:** Doug Olsen reported that back in 1995, a portion of the Korvola Road was vacated, but did not specifically indicate the ownership of the property vacated. The adjoining property lines do not go in straight lines. The proposal is to revise the original order so that vacated property would more logically follow property lines and fences. **Commissioner Elfering moved for the adoption of Order No. RD95-20 as amended; Commissioner Givens seconded. The motion carried 3-0 with Commissioner Elfering, Commissioner Murdock and Commissioner Givens voting in favor.**

Scheduling of Next Meeting: The next meeting is scheduled for December 18, 2013.

ADJOURNMENT

The meeting was adjourned at 11:09.

Respectfully submitted,

Laura Headley
Executive Secretary
Umatilla County
Board of Commissioners