

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of September 9, 2014
9:00 a.m., Rm 130, Umatilla County Courthouse
Pendleton, Oregon

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Commissioners Present: Bill Elfering, Chair; George Murdock, Vice-Chair; and Larry Givens, Commissioner

County Counsel: Doug Olsen

Members and Guests Present: Mark Royal, UCJ Director; Dale Primmer, UCJ Assistant Director; Randy Zeigler, PRSS; Randee McKague, PR Sanitary Owner; Gina Miller, Planning-Code Enforcement Coordinator; Dave Faux; Bob Heffner, Budget Officer; Dan Lonai, Administrative Services Director; Yvonne Elfering; Tom Fellows, Public Works Director; Susan McHenry, Umatilla County Solid Waste Advisory Committee Chair

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CALL TO ORDER

The meeting was called to order at 9:07 a.m. (note: the meeting location moved from Room 121 to Room 130). Chair Bill Elfering reminded all present that the meeting was a public forum.

Pledge of Allegiance. Those in the room stood, saluted the flag and recited the Pledge of Allegiance.

Awards/Recognitions/Correspondence

A thank you was received from the Pilot Rock Woolly Wranglers for the bump program donation at the Fair for the livestock. Also, from the Creation 4-H Club, a thank you for the donation of bump money at the Fair for livestock sale. Chair Elfering explained the “bump program” is used to even out monies received at auction. Also received, a thank you from John King of the Walla Walla Fair for indispensable help to County Sheriff and crew, and to the Umatilla County Fair for help during the Walla Walla Fair. There is good cooperation between states and counties. Also received, a letter from City of Umatilla Police Department to the County Sheriff and deputies who covered the City of Umatilla while their Police Department attended valuable training. A big thank you! Chair Elfering noted a positive working relationship and benefit to all. He felt it is good to share positive information.

Recognition of Visitors/Public Input: Chair Elfering noted visitors could provide information at this time. None were noted, other than in the regular agenda.

Chair Elfering asked if anyone wished to address the Board; none were noted.

Minutes. None at this time.

Additions to Agenda. None.

Agenda

1. Franchise Renewal (Solid Waste) for Pilot Rock. Gina Miller, County Planning Department-Code Enforcement Coordinator, introduced two members of the Solid Waste Advisory Committee (SWAC), Randy Zeigler and Randee McKague. On 9/2/14, the SWAC moved to approve franchise renewal of solid waste collection for Pilot Rock Sanitation LLC for 10 years (in order to get back in regular renewal cycle since no application was submitted for 2013). The SWAC reviewed and approved the application, confirmed current insurance is in place as required, and all franchise fees were paid. The Board of Commissioners is requested to approve the recommendation as presented by the SWAC. Discussion:. Commissioner Murdock asked if there were any comments from the guests, or if they would like to add anything. None being heard, **Commissioner Murdock moved to approve Adopt Order BCC2014-064. Seconded by Commissioner Givens. Carried, 3-0.**
2. Weed Department Pickup Purchase. Doug Olsen reported. The Weed Department issued an invitation to bid. Five bids were received in response. After reviewing the bids, it was determined three bids did not meet specifications (e.g. transmission, box size); the other two bids were for the same identical vehicle. It is recommended to go with the low bid of \$38,010 from Withnell Dodge. In addition, this pickup is available between 60 and 90 days. Mr. Olsen noted one additional item --the Fleet Maintenance Management Fund for vehicles has adequate funds in the plan to purchase the vehicle. **Commissioner Givens moved to approve the bid of \$38,010 from Withnell Dodge. Seconded by Commissioner Murdock. Carried, 3-0.**
3. Award Contract for Purchase of Forklift. Doug Olsen noted a request for proposals went out for purchase of a used forklift for the Public Works Department. The recommendation is to authorize purchase of a used forklift from Mid-Columbia Forklift for \$17,755. Tom Fellows, Public Works Director, supported the recommendation. **Commissioner Givens moved to approve the bid for \$17,755 from Mid-Columbia Forklift. Seconded by Commissioner Murdock. Carried, 3-0.**
4. Authorize Purchase of New Ford Fusion Vehicle. Dale Primmer, Assistant Director of Community Justice, reported. He noted in the past, they had purchased vehicles through the Sheriff's Office, who receives a substantial savings through the federal vehicle program when used for law enforcement purposes, for which Community Corrections activities qualify. A bid was received from Gresham Ford Fleet Department for a 2015 Ford Fusion S at a price of \$18,124 (this is the law enforcement rate discount from this dealership). A first vehicle was approved previously and this is the second request after determining it meets the needs. Funds are available within the current fiscal budget year outside the County's auto purchase program and not through General Fund. Mr. Primmer noted Community Corrections goes through the Sheriff's Department for the best reduced rate. Mr. Olsen added the state has already gone out for bid – so we can utilize that bid. **Commissioner Givens moved to approve purchase of the 2015Ford Fusion S from Gresham Ford under State of Oregon Contract #0434 in amount of \$18,124. Seconded by Commissioner Murdock. Carried, 3-0.**
5. Courthouse Second Floor Flooring Removal. Dan Lonai, Administrative Services Director, reported. The renovation includes the second floor used by State courts; he referred to a map projected on monitor. They are looking to remove the existing tile flooring. Since it contains asbestos, it requires a certified, licensed contractor before new tile can be installed. A bid process

normally is needed since the cost is over \$10,000. The only available contractor, however, is Tektoniks. The proposal is to award the contract as a sole source exemption. The cost is \$14,946 to remove the flooring, plus \$2,623 to remove tile from the second floor restrooms, for a total cost of \$17,569. When flooring is removed, the glue is an issue; they may need to replace that or clean it up. There will be about a \$3,000 savings if that is not included. Funds are available and the County will be reimbursed by the State Courts. Commissioner Murdock noted that State Courts has been flexible with disruption caused by remodeling. Mr. Olsen discussed scheduling for remodeling; judges will be one in October (meetings) and we need to lessen the impact as much as possible (like doing some work on weekend or after hours). Mr. Lonai compared this project to the one on the first floor that was done last year. He has tried his best to coordinate the schedule with contractors and State Courts. The floor tile has some asbestos. **Commissioner Givens moved to approve Administrative Services to sole source the second floor flooring removal with Tektronix for \$17,569. Seconded by Commissioner Murdock. Carried, 3-0.**

6. Special Employment of PERS Retiree. Commissioner Murdock reported. Mark Royal, Community Justice Director, is anticipating retiring effective 12/31/14. Mr. Royal has asked to be reemployed after that for a period until 6/30/14. There is a provision to accommodate this in the County Personnel Policy. **Commissioner Murdock moved to authorize employment of Mark Royal as post-retirement temporary employee pursuant to Personnel Policy 4.7, with health insurance benefits. Seconded by Commissioner Givens. Carried, 3-0.** He posted a question to Mr. Royal if he would continue to work half-time? Mr. Royal said yes, and he is on to his next career in his bakery. He thanked the Board of Commissioners for the wonderful experience and great job. He started in 1989. **Commissioner Murdock moved to proceed with having Human Resources post for a replacement for Mark Royal's position. Seconded by Commissioner Givens. Carried, 3-0.** The Commissioners thanked Mr. Royal for all his hard work and dedication.
7. Authorize Payable to Northeast Oregon Water Association. Mr. Olsen reported. Approval is sought for the County's share of support to NOWA in the amount of \$60,000. It is in the budget. Commissioner Givens asked Bob Heffner, Budget Officer, about the \$60,000 – was \$20,000 drawn out previously? Mr. Heffner noted that was last year's plan; this year's plan is for the \$60,000. **Commissioner Givens moved to approve the payable for contribution/payable to NOWA. Seconded by Commissioner Murdock. Carried, 3-0.**

Commissioners' Reports.

Commissioner Givens noted he would leave tomorrow for LOAC tomorrow a.m. He will have until March of next year and then he is done serving on the LOAC commission. He may extend that term, but he does not know at this time.

Chair Elfering talked about NOWA – it is to be closing and dissolving by resolution, which is being forwarded to all parties to be approved and fully executed by all, to come back December 5, 2014 to complete the closure. Bids were presented for assets of the corporation. He noted that Buttercreek submitted a bid for assets of the corporation – an estimated \$100,000 worth. Distribution will go back to the members of the commission. Chair Elfering noted all things are in place and moving forward. He noted the CTUIR and irrigation districts, as well as Umatilla and Morrow Counties, are ready to complete the process.

Commissioner Murdock asked about Weston Mayor Duane Thul's comments about security. Chair Elfering noted Mayor Thul has reported a good, positive agreement with County Sheriff patrols which are working very well.

Commissioner Murdock reported that Meghan DeBolt has been hired as the new Public Health Director. She and her family will be moving to Pendleton in mid-October. She will be in Pendleton September 21-25 so that she can be present for an exit audit for Public Health.

Commissioner Murdock also reported proceeding with Developmental Disabilities (DD) Program – the County will not take over operation from the state until the program is in compliance. The County has employed a director for DD program, Mary Olsen.

Commissioner Murdock applauded Dan Lonai and his staff for work in the reception/ information booth area. He has heard many positive comments about the remodel. Also, he talked about the BCC desk/counter is nearing completion. It should be delivered and set up in the next couple of weeks.

Commissioner Givens noted his office hours at Milton-Freewater this week and will be working on his schedule for office hours at the Milton-Freewater Library. He advised there is a new librarian there since Bob Jones, the long-time Library Director, retired. Commissioner Murdock asked if it is appropriate to send a thank you and appreciation to the City of Milton-Freewater and to Bob Jones for all his help. It was agreed. Commissioner Murdock will prepare the letter.

Regarding the Westward Ho! Parade the Friday of Round-Up, Commissioners Givens and Elfering will plan to participate, Commissioner Murdock will be out of town.

There was no further business.

The meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Melinda Slatt
Executive Secretary
Umatilla County Board of Commissioners