

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of November 17, 2014  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Bill Elfering, Chair; and George Murdock, Vice-Chair

**Absent:** Larry Givens, Commissioner

**County Counsel:** Doug Olsen

**Members and Guests Present:** Bob Heffner, Budget Officer; Dan Lonai, Administrative Services Director; Tamra Mabbott, Planning Director; Phil Wright, East Oregonian; Michael Parker, Columbia Basin Compassion Center, Hermiston

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**CALL TO ORDER**

The meeting was called to order at 9:00 a.m. Chair Bill Elfering reminded all present that the meeting was a public forum. It is being recorded and minutes will be taken.

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

**Awards/Recognitions/Correspondence**

Chair Elfering asked for any recognition or correspondence. Commissioner Murdock noted Hermiston School District appreciation for contract staff through the County--Jenni Galloway and Mayra Zapata. He read the letter regarding the CARE Program, also known as “wrap around” – promoting safety, health, and the like for students and families. There is a long-standing relationship and great dedication from these staff. He also noted the County is advertising for a fourth CARE specialist for this program due to expanding need.

Chair Elfering read a letter from Frederick Fisher regarding a CHL; Thank you for patience goes out to all from Sgt Holcomb – his response to her said no apology needed as the permit was very quickly processed. Commissioner Murdock also noted we are still receiving thank you cards from young people for 4H showing at County Fair. Chair Elfering noted it is good to share positive feedback at Board meetings.

**Minutes** Commissioner Murdock moved to approve the three sets of minutes for September 3, 2014; September 17, 2014; and September 23, 2014. Seconded by Chair Elfering. Carried, 2-0.

**Additions to Agenda.** No, other than item 3 (Reclass of Position – Finance) added this morning.

**Presentations by Public** – for other than agenda items. Michael Parker, Hermiston, Oregon, came to the podium. He talked about a recent meeting of the medical marijuana committee he attended. There were 11 people, high salaries (he believes); further, he noted they had not read the rules regarding medical marijuana, Bills 3460, 1531 or OHA handbook -- if they had read any one of those bills/rules, they would know a pharmacy review has been done. Nothing further. No questions.

## Agenda

1. Supplemental Budgets. Chair Elfering called the public hearing to order. He asked for the staff report from Bob Heffner, Budget Officer. Mr. Heffner presented three orders for the fiscal year ending 6/30/15. The first is for General Fund Contingency, Budget Order No. 2015-18, requiring a \$52,004 increase in appropriations to meet unknown requirements during the year; Facilities Fund requires \$25,000 transfer to continue its movement toward eventual funding of a new facility in Milton-Freewater; support for increased appropriations will be provided by a higher than anticipated SAIF dividend. Budget Order No. 2015-19 is for Milton-Freewater Facility Improvements requires \$25,000 increase in Capital Outlay for purpose of building funding for a new facility; support for the appropriation increase will be provided by transfer of resources from General County. Budget Order No. 2015-20 is for Environmental Health which received authorization for acquisition of two new vehicles; expenditures will require \$60,000 increase to Environmental Health Capital Outlay; Contingency requires \$16,989 appropriation increase; support for the increase will be provided by a higher than anticipated cash carryover.

Chair Elfering asked for any proponents. None were heard. He asked for opponents. None were heard. He asked for anyone from a public agency to comment. None were heard; the Public Hearing was closed. No further questions. **Commissioner Murdock noted he is familiar with the budget and is highly supportive, he moved for adoption of Budget Order No. 2015-18 as outlined. Seconded by Chair Elfering. Carried, 2-0. Commissioner Murdock moved to adopt Budget Order No. 2015-19. Seconded by Chair Elfering. Carried, 2-0. Commissioner Murdock moved to adopt Budget Order No. 2015-20. Seconded by Chair Elfering. Carried, 2-0.**

2. Budget Transfer. Mr. Heffner presented Budget Order No. 2015-21 regarding the DA's office in connection with expert witnesses; requires \$14,000 increase in appropriations for Materials & Services to address higher than anticipated expert witness fees and costs associated with installation of a new software system; transfer would be from General Fund Contingency. Mr. Olsen answered question posed by Chair Elfering; a payable was previously presented for Board review/approval; this Order goes along with that payable. **Commissioner Murdock moved to adopt Budget Order No. 2015-21 as presented. Seconded by Chair Elfering. Carried, 2-0.**
3. Reclassification of Position – Finance Department. Commissioner Murdock provided background. Request is made to reclassify the position of Chief Accountant to Assistant Director of Budget and Finance. The reclass is to reflect the additional duties required of the position for budgeting. The request includes an increase from Range 30 to 33. This is part of the reorganization plan, which should result in savings of funds in the long run. **Commissioner Murdock moved to approve the reclassification of the finance position as outlined. Seconded by Chair Elfering. Carried, 2-0.**
4. Salary Schedule Creation; Reclassification of Positions. Commissioner Murdock advised the proposal is to create a new administrative salary schedule for the county salary structure. The schedule would be for the following administrative staff at a monthly salary amount for 2014-15 of \$7,028. The two existing positions to be reclassified into this category are County Counsel and Chief Financial Officer. **Commissioner Murdock moved to approve creation of the**

**Administrative Salary Schedule and reclassification for the Chief Financial officer and County Counsel, effective 1/1/15. Seconded by Chair Elfering. Carried, 2-0.**

5. Sale of Property. Mr. Olsen advised this is regarding property that the county foreclosed on recently in the City of Umatilla for delinquent property tax. The property was part of the annual auction at a minimum bid of \$15,130; no bids were made on the property. There have not been any bids received on the property until recently one was submitted by Clyde and Betty Nobles for \$5,100. The Assessor approves this action and approval is sought for the sale of the property. **Commissioner Murdock moved for adoption of Order No. BCC2015-080 as presented. Seconded by Chair Elfering. Carried, 2-0.**
  
6. Tax on Recreational Marijuana Sales. Chair Elfering opened the Public Hearing at 9:15 a.m. This is second reading of ordinance. Mr. Olsen reported. The Marijuana Dispensary Study Committee was of the consensus that the Board should pursue a tax on recreational marijuana but not on medical marijuana. The proposed ordinance is based on one adopted by Lane County. Since Measure 91, if passed, will preempt a local government from imposing any type of tax, there is some question that this ordinance would be enforceable. Tamra Mabbott, Planning Director and Chair of the Marijuana Dispensary Committee, advised she asked Mr. Olsen to draft the ordinance to tax recreational marijuana in the future – if the county desires.

Chair Elfering asked for any proponents. None were heard. He asked for any opponents. None were heard. And, he noted there were no public agencies to respond. He closed the hearing at 9:20 a.m. Chair Elfering noted a determination is to be made in the future by the courts. But, in the meantime, it is the opinion that this item needs to be put forth for consideration. Commissioner Murdock noted in light of the vote of about 70% of county citizens, they are concerned about recreational marijuana in the State. Chair Elfering referred to Measure 91; provision is to be sent to the cities for review and there is a way to provide for taxing. Commissioner Murdock noted law enforcement, public hearing and others see the need to deal with the program, just like other programs. **Commissioner Murdock moved for the Second Reading of Ordinance No. 2014-12, establishing tax be 50% of the rate imposed by Measure 91, Section 33, or any clarifying legislation adopted by the Oregon Legislature on the sale of marijuana and marijuana-infused products in Umatilla County. Seconded by chair Elfering. Carried, 2-0.**

7. LCAC Appointment. Commissioner Murdock reported. Angela Treadwell has applied for appointment to the Local Community Advisory Council for EOCCO. She is employed as the Head Start Nutrition Services Director. **Commissioner Murdock moved to adopt Order No. BCC2014-081 appointing Ms. Treadwell to the Umatilla County LOCAC. Seconded by Chair Elfering. Carried, 2-0.**
  
8. Award Contracts for Sam Cook Building. The county issued a request for proposals for replacement of the roof for the Sam Cook Building. One proposal was received from Palmer Roofing in the amount of \$37,353. Secondly, a request for proposals was issued for replacement of the HVAC system for the Sam Cook Building. Dan Lonai, Administrative Services Director, reported. These items were previously discussed by the Board at the time RFPs were authorized. At the same time, two bids were received for the HVAC system – Apollo Sheet Metal (proposal of \$29,907) and Thews Sheet Metal (proposal of \$23,060).

Regarding the roof, the recommendation is based on the type of roof (rubberized and flat). There are only a few contractors who install that type of roof. Palmer's is one. Recommendation is that the HVAC (heating and cooling system) be done first and then have the roof replaced so as not to damage it. Mr. Lonai talked about the budget of an estimated \$104,000 is available. Totaling the suggested bids would be about \$60,000. Commissioner Murdock noted he met with Mr. Lonai and with Bob Heffner regarding budget and funding needs (transfer of line-items/ budget as needed). **Commissioner Murdock moved to award the contract for roof replacement to Palmer Roofing in the amount of \$37,353. Seconded by Chair Elfering. Carried, 2-0. Commissioner Murdock moved to award the contract for HVAC replacement to Thews Sheet Metal in amount of \$23,060. Seconded by Chair Elfering. Carried, 2-0.**

Executive Session - none at this time.

### **Commissioner Reports**

Commissioner Murdock deferred his report until next meeting. Chair Elfering agreed; he would report on his trip to San Francisco (Economic Development). They advised of the need to get on the road to the AOC conference in Eugene with the first meeting at 6:30 tonight.

There was no further business.

The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary  
Umatilla County Board of Commissioners