

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of December 11, 2014
9:00 a.m., Room 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: Duane Thul, Mayor-Weston; Undersheriff Jim Littlefield; Lt. Dave Williamson; Mary Olsen, DDP Manager; Bob Heffner, Budget Director; Dan Lonai, Admin. Services Director; Phil Wright, EO; Jennifer Blake, HR

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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. If persons wish to speak before the Board, identify yourself and where you live for the record.

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

Awards/Recognitions/Correspondence

Chair Elfering introduced Duane Thul, Mayor of Weston.

Chair Elfering asked for any recognition or correspondence. He noted thank you was received from Tracie Diehl for having Mikki Logan make PERS presentation(s). He noted many employees have expressed appreciation for the information about the PERS complex system.

Commissioner Murdock requested to provide information in connection with Westland Road under Commissioner Reports.

Chair Elfering noted a small change in the agenda item about Sheriff Exempt discussion would be moved to the end of agenda under Executive Session.

Minutes None at this time.

Additions to Agenda/Other

There were no presentations by public for other than agenda items.

Discussion: Commissioner Murdock talked about the AED Proposal, "Pulsepoint", in conjunction with Boardman. He would like to defer discussion to Monday's staff meeting. He advised he wanted to get back to Kathy Neal with a response (about joint proposal) after Board discussion.

Business Items

1. Appointment to Budget Committee. Commissioner Murdock reported. Jerry Baker's term on the Committee will expire on 12/31/14. He is eligible and has agreed to serve on the Committee for another 3-year term. **Moved by Commissioner Murdock to approve Order No. BCC2014-083. Seconded by Commissioner Givens. Carried, 3-0.**
2. Fair Board Appointments. Commissioner Givens reported. Dan Dorrان's and Don Miller's terms on the Fair Board will expire on 12/31/14. The proposal is to appoint Dan Dorrان for another 3-year term during the transition to the EOTEC site. Don Miller is eligible for another term. He recommends continuing with the current Fair Board and to appoint both of them as outlined. **Commissioner Givens moved to adopt Order No. BCC2014-084. Seconded by Commissioner Murdock. Carried, 3-0.**
3. Payable for Reserve Uniforms. Chair Elfering asked Lt Dave Williams to present. He noted this is for purchase of 16 winter coats with liners at total of \$5,754.84. This is a major purchase to bring Reserves into line with current regulations. It is a 1-time expense, except replacements as needed. Undersheriff Littlefield advised funds are available in the Reserves budget to pay for the purchase. **Commissioner Murdock moved to approve the payable for purchase as noted in the amount of \$5,754.84. Seconded by Commissioner Givens. Carried, 3-0.**
4. Festival of Lights. Chair Elfering reported. The event has been held annually for last several years at the fairgrounds. With the sale of the fairgrounds and moving to the new EOTEC site, the event is no longer feasible. It has not occurred for the last two years due to lack of volunteers. He has attended meetings to plan for future. The City of Hermiston has asked for the lights to be donated to the City and to be held in downtown Hermiston. He noted other groups have requested the lights – City of Echo and City of Boardman. Chair Elfering advised the City of Hermiston and group of 50 will join together. They request a bill of sale be signed to transfer the lights to the City of Hermiston. He also noted that the City has contributed some \$25,000 over the past years. **Commissioner Givens moved to approve the action and sign a Bill of Sale transferring the lights to the City of Hermiston. Seconded by Commissioner Murdock. Carried, 3-0.**
5. Purchase of Copier. Jennifer Blake, HR, reported. Canon recently provided quotes for new copier for Human Resources. She compared them to the current contract (lease) and feels it would save HR money overall (estimated \$1800 over 60 months). This copier would replace a few pieces of equipment (fax, scanner). Finance is recommending that copiers be purchased rather than leased, due to less funds being paid over the term of the lease. The recommendation is a request to purchase a Canon 4235 black and white copier at cost of \$5,158 from contingency. **Commissioner Murdock moved to go forward with acquisition of the copier as outlined. Seconded by Commissioner Givens. Carried, 3-0.**
6. Purchase of Computers and Printers for DD Program. Dan Lonai reported. The County is now assuming the Developmental Disabilities Program from the state. Staff/employees are coming on board next week. An audit of computer equipment was made of and it was found it is not compatible to our system. The recommendation is for state to purchase new

equipment as the county takes on the DD program. We need equipment that works now and for the next few years. Computers need to be ordered, including 7 laptops and 2 desktops, monitors and docking stations to go with that. Commissioner Murdock noted 12/1/14 was the take-over date. \$272,000 in initial costs and start-up have been requested. Meanwhile, we have new employees who are in need of computers ASAP. The State will probably reimburse for the needed start-up. Computers are included in the start-up request. This is part of agreement upon transfer. Mary Olsen, DD Manager agreed. **Commissioner Murdock moved to approve purchase of computer equipment in the amount of \$11,137.49 for DD Program. Seconded by Commissioner Givens. Carried, 3-0.**

7. Request for Proposals for Real Estate Activity. Doug Olsen reported. In 2010, the County last issued a request for proposals for real estate activity for the sale of county-owned property. There are a number of properties being acquired for delinquent property taxes. This authorizes issuance of Request for Proposals. When they are received, they will be presented to the Board for action. There are 3 areas we normally sell in and there would be a Realtor for each. Inquiries of real estate agencies have been received. **Commissioner Givens moved to approve issuance of an RFP for Real Estate Activity. Seconded by Commissioner Murdock. Carried, 3-0.** Mr. Olsen noted, the time period for redemption for 2012 foreclosure has passed and the County will soon own 26 parcels. Mr. Lonai will meet with Commissioners to go over this.

Executive Session was declared by Chair Elfering at 9:23 a.m. to be conducted in Room 121 (Commissioners' Office).

There was no further business.

The meeting was adjourned at 9:23 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary
Umatilla County Board of Commissioners