

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of January 29, 2015
9:00 a.m., Room 121, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Dan Lonai, Administrative Services Director

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CALL TO ORDER

The meeting was called to order at 9:06 a.m. Chair George Murdock welcomed all and reminded those present that the meeting was a public forum. It is being recorded and minutes will be taken.

Awards/Recognitions/Correspondence. None at this time.

Minutes. None at this time.

Additions to Agenda. None at this time.

Agenda

1. **Vehicle Repair Approval – Sheriff’s Office.** Doug Olsen, County Counsel, presented. One vehicle was involved in a deer/vehicle incident. The vehicle is worth repairing at an estimated cost of \$5,580. The plan is to transfer the repaired vehicle to the Jail Division for its use (transports, training, etc.). Discussion included value of the vehicle vs. repairs. **Commissioner Givens moved to approve vehicle repairs and transfer the vehicle to the Jail Division. Seconded by Commissioner Elfering. Carried, 3-0.**

2. **Authorize Contract of Installation of Tile.** Dan Lonai, Administrative Services, presented. The second floor restrooms need to be retiled. A bid for installation was received from Dave Witcher for \$6,529. The cost of installation will be reimbursed by State Courts. The County will purchase the tile directly from Hermiston Floors. The contract today is for installation only. **Commissioner Elfering moved to authorize the contract with Dave Witcher for restroom tile installation in the amount of \$6,529. Seconded by Commissioner Givens. Carried, 3-0.**

3. **Sale of Property – Hermiston Lot.** Mr. Olsen reported. The County acquired Tax Lot FN2811-BA-1000 for delinquent property taxes. It is a vacant lot on Jennie Street in Hermiston. Minimum bid at auction was \$27,450. No bids were received. Clyde & Betty Nobles recently submitted a bid of \$5,250 to purchase the property. The County can accept this amount. Discussion included specific location and lot characteristics. **Commissioner Elfering moved to accept the bid from the Nobles and adopt Order No. BCC2015-013. Seconded by Commissioner Givens. Carried, 3-0.**

4. Emergency Notification Policy. Mr. Olsen reported. Administrative Services has drafted a policy for emergency notification of county staff. Discussion was had at a recent Senior Managers meeting. Under the policy, county employees would be notified by text message in the event of an emergency, including a weather related event. **Commissioner Elfering moved to approve Administrative Service Policy No. AS-10.0 for Emergency Notifications. Seconded by Commissioner Givens. Carried, 3-0.**

5. Employee Commute Authorization. Mr. Olsen reported. This is an annual authorization for use of county owned vehicles to commute. Two groups affected are law enforcement and on-call general employees. There are no additions for this year, only one deletion for a position that has been eliminated. **Commissioner Givens moved to adopt Order No. BCC-2015-007 (related to on-call general employees, including the list of positions related thereto). Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Elfering moved to adopt Order No. BCC-2015-008 (related to law enforcement, including the list of positions related thereto). Seconded by Commissioner Givens. Carried, 3-0.**

6. Appointment of Cecil Thorne to Planning Commission. Mr. Olsen reported. Cecil Thorne's term on the Planning Commission expired. He is eligible to serve another term. **Commissioner Givens moved to adopt Order No. BCC2015-010. Seconded by Commissioner Elfering. Carried, 3-0.**

7. Reappointments to Planning Commission. Mr. Olsen noted two other positions' (John Standley and Gary Rhinehart) terms have ended. Neither one is eligible for reappointment for another four-year term. No applications have been received for the positions and no one has expressed an interest in appointment. The proposal is to continue each term for another year. Mr. Standley and Mr. Rhinehart are both willing to serve for another year. **Commissioner Elfering moved to adopt Order No. BCC2015-009. Seconded by Commissioner Givens. Carried, 3-0.**

8. AWERE Grants. Chair Murdock noted he is the Board of Commissioners representative to AWERE (Athena Weston Education and Resource Enhancement) Board. At a meeting Tuesday of that week, recommendations for the 2015 grants were made, totaling \$137,209 of \$289,000 requested. **Chair Murdock moved to adopt Order No. BCC2015-015 including the listed projects. Seconded by Commissioner Elfering. Carried, 3-0.** Discussion included the great types of projects submitted and AWERE being a wonderful funding source.

9. Economic Development Grants. Mr. Olsen reported. The County received two applications for grants from Economic Development funds – Milton-Freewater Kiwanis for \$20,000 and from the Milton-Freewater Downtown Alliance for \$12,500. Presentations on both were heard by the Board of Commissioners on 12/17/14 and at that time the requests were tabled for a future discussion. Commissioner Elfering noted MFDA received Euris funds and according to the Economic Development budget, projects in the Milton-Freewater have received \$28,000 to date of a total of \$50,000. **Commissioner Elfering moved to deny the applications for grants as requested. Commissioner Givens seconded.**

Discussion continued about Milton-Freewater projects receiving funds from other sources and the fact the County is looking to add facilities in Milton-Freewater which will have a positive economic benefit. Commissioner Elfering talked about the Economic Development budget, including the percentage breakout of four individuals being paid out of it (part of his position, BCC's Executive

Secretary, Planning Director, and Assistant Director in Finance). He will continue to re-work the budget on an ongoing basis to make it clearer. Commissioner Givens noted the importance of sustainability of funding and sources and the ability to clearly answer questions to the public about where money is coming from and where it is being spent for economic development. The Commissioners agreed the County needs to be able to stand behind expenditures and that they are appropriate and reasonable.

Chair Murdock called for the vote with a motion and second on the floor. **Carried, 3-0.**

10. Pendleton UAV Project Support. Chair Murdock noted both he and Commissioner Elfering, separately, had taken a tour of the UAV cite. It has major positive potential impact on Pendleton with good paying jobs. He noted the airport is a critical asset in Pendleton. It is the only large airport in the county. **Commissioner Givens moved to approve and adopt Order No. BCC205-016 in support of the Pendleton UAV Project. Seconded by Commissioner Elfering. Carried, 3-0.**
11. GEODC Representative. Mr. Olsen noted the county representative on the Greater Eastern Oregon Development Corporation Board needs to be updated. Commissioner Elfering is proposed for appointment. **Chair Murdock moved to approve and adopt Order No. BCC2015-012. Seconded by Commission Givens. Carried, 3-0.**

Other Business

1. Liaison Assignments. Commissioner liaison assignments need to be updated. Melinda Slatt will work with Commissioner Givens for his assignments (Chair Murdock and Commissioner Elfering had provided their updates previously).
2. Eurus Fund. Chair Murdock advised there is about \$44,000 remaining in the Eurus Fund. He met with Mr. Pahl earlier in the day to discuss the fund -- will it be continuing? Discussion included possible use of the funds could be for a County facility in the Milton-Freewater area. Mr. Lonai advised several departments could utilize space in a facility there (i.e. Records, Planning and Code Enforcement, Sheriff's Office, Public Health). Discussion went on to impacts of people working in Milton-Freewater who live in that area – savings of travel time and the need for cross-training. Possible schedules of what services on what days were discussed pertaining to Milton-Freewater.
3. Milton-Freewater Facility. Mr. Lonai advised an estimated a cost of \$400,000 (or \$100/sq. ft.) is needed for a 3,500 to 4,000 sq. ft. building. Commissioner Givens has discussed additional funding with Representative Greg Smith for a Milton-Freewater facility.
4. Sam Cook Building, Hermiston. Chair Murdock was in Hermiston recently and he felt the sign could be moved for better public view/information. He and Commissioner Elfering suggested Mr. Lonai check into it.

Commissioner Reports

1. Commissioner Givens:
 - a. Monday he attended a Co-Conveners meeting (re: Forest Service); a proposed agreement is to be circulated and will be reviewed by Mr. Olsen before signing. At any rate, any

agreement has to be officially presented to the Board for action at a meeting. Tuesday he went to Baker City for a meeting regarding mining. This does not really affect Umatilla County – it is more Baker, Union, Grant, and Malheur.

- b. He went on to provide updates regarding DOGAMI, AOC meetings the second week in February and possible conflict with the NACO national conference in Washington, D.C. during the same time – need to coordinate schedules.
 - c. MPO. The next meeting will be the last he will serve as chair. Jim Johnson from Walla Walla will take over at that time.
 - d. EOTEC. Heather Cannell was hired as the EOTEC Business Development Manager (previously worked at the Hermiston Chamber); she is to start work 3/1/15.
2. Commissioner Elfering: Earlier in the week, he and Commissioner Murdock met with Representative Greg Baretto – had a good discussion. He noted he will only be in Pendleton for about 3 days in February; however, he will be available by email and cell phone and he can call into Board meetings if needed.

There was no further business.

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Melinda Slatt
Executive Secretary
Umatilla County Board of Commissioners