

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Administrative Meeting of March 11, 2015
11:00 a.m., Room 121, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Fellows, Public Works Director; Dan Lonai, Administrative Services Director; Robert Pahl, CFO; Dan Primus, District Attorney; Meghan DeBolt, Public Health Director

CALL TO ORDER

The meeting was called to order at 11:00 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. If persons wish to speak before the BCC, please identify yourself and where you live for the record.

Acknowledge of Previous Minutes. **Commissioner Givens moved to approve the minutes of 11/24/14 and 12/3/14. Seconded by Commissioner Elfering. Carried, 3-0.**

Additions to Agenda. Commissioner Givens requested adding the MPO Inter-Local Agreement (wording change), an AOC update and an update on the Tum a Lum Bridge by Tom Fellows, Public Works Director.

Business Items

1. STF Grant Proposals. Robert Pahl, CFO, gave the staff report. He is the liaison to the Special Transportation Fund Advisory Committee. Local providers give information regarding funds received from ODOT. The STF also recommends distribution of Section 5310 grants for the elderly & disabled. They have put together recommendations from the 3/5/15 meeting. The allocation available to Umatilla County for 2015-16 is \$235,542. In addition, the STF has estimated surplus funds of \$169,410. He presented a hand-out showing total grant funding and a project list with distribution amounts to specific projects. The 2015-16 year is strictly grant applications received for operations and funding of several projects. The Committee also recommended additional funds to help supplement applications for 5310 grant money. The allocation was not sufficient to cover all requests received. Commissioner Givens asked for clarification of Board action. Mr. Pahl advised one funnel through the County fund, about \$272,662 to be distributed by County; the \$517,227 is to be distributed directly by state to those entities receiving funds through the 5310 Grant. The application for those funds comes from the County to present to the State. **Commissioner Givens moved to accept the report by the STF Committee. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Givens moved to approve the STF Committee allocations as noted for FY2015-16. Commissioner Elfering seconded. Carried, 3-0.**

2. Double Fill Position Approval – District Attorney. Dan Primus, D.A., gave the staff report. A legal secretary is leaving to go back to law school. In the interim, he asking to fill the position effective 4/1 to allow training. She plans to leave April 30. Regarding next year’s budget, he will be asking for another legal assistant. A lot of extra hours are being worked to keep up. He could use a one-month overlap for good training. \$3,600 is the cost to the County. The budget shows 1.5% under budget in personnel costs at this time for the year. He also advised DDA Bunney is resigning his position. D.A. Primus is looking to fill that position on April 15. The cost looks to be about \$10,000 for this month (March). Jaelyn Jenkins will move into the DDA position, which is up a Range level. **Commissioner Givens moved to approve double filling of the Legal Secretary in the District Attorney’s Office. Seconded by Commissioner Elfering. Carried, 3-0.** There were no other questions.

3. Creation of New Position – Public Health, continued discussion. Meghan DeBolt, Public Health Director, provided the staff report. The position will work in a couple of areas in the Public Health Department, both in Pendleton and Hermiston. The position is an OA III/Interpretive Services. They have bilingual staff, but sometimes things are lost in translation. She noted this will be a good service for clients for effective communications. She spoke to Robert Pahl about her budget. The position funds would come from Environmental Health, School Based Health, Clinics and a small part from General Fund. This item was tabled from the last Board meeting. **Commissioner Elfering moved to approve creation of this new position, OA III/Interpretive Services for Public Health. Seconded by Commissioner Givens. Carried, 3-0.** The interpreter will be a good resource for county-wide use when the person is available.

4. Creation of Health Educator Position – Public Health. Ms. DeBolt gave the staff report. This would be creating a position, but also kind of bringing back a position that was previously at Public Health. Susan Lundquist would be able to come back on a part- time basis. Mr. Olsen recommended the position would be part-time and temporary (no more than 6 months). She has good relationships with schools. She would go with Alicia Southwick for School-Based Health education in order to help with introductions. The duties would cover mainly pregnancy and STDs. Pendleton has a high teen pregnancy rate – 47.1% (47.1% of pregnancies in Umatilla County are teens). The role of a health educator is not to necessarily teach abstinence – it is healthy eating, etc., mostly for the middle school level, county-wide. Ms. DeBolt also talked about hopefully bringing in about \$60,000 by 6/30/15 for a maternal/child program.

Discussion included contractor vs. employee. Mr. Olsen noted Ms. Lundquist would not qualify as an independent contractor. The position is for 19 hours per week. She will work alongside Alicia Southwick for a period of time. Ms. DeBolt talked about sex education and how the focus has changed – it is not abstinence at this time. There is a huge need for education. Social media is not the place for teens to obtain sex education information. **Commissioner Elfering moved to authorize hiring a new temporary, six-month part-time Education Specialist position in the Public Health Department effective 3/1/15. Seconded by Commissioner Givens. Carried, 3-0.**

5. NACo Health Plan. Commissioner Givens noted a health plan was discussed at a recent AOC meeting (and also at the NACo level). The County is a member of a prescription drug card program through NACo. The program is free to all county residents, but NACo has added the “NACo health program – live healthy”, it not only has a prescription drug card, but they have a health, vision, and dental discount program. It is not insurance. He proposes more investigation be done (he suggested Ms. DeBolt). Chair Murdock noted that Union and/or Wallowa Counties have a very high percentage of participation in these programs. Commissioner Givens also talked

about Columbia County saving about \$40,000 from retail. His proposal would be to coordinate with Human Resources and our Health Department. Ms. DeBolt agreed to look into it and Chair Murdock as liaison to Public Health agreed. (He provided reading and informational materials).

6. Bullet Proof Vests Purchases. Commissioner Elfering noted Jail and Criminal Divisions request to purchase seven vests for an estimated amount over \$5,000. **Commissioner Elfering moved to approve the payable to Blumenthal Uniforms & Equipment for a total of \$5,215.70. Seconded by Commissioner Givens. Carried, 3-0.**
7. Google Apps Payable. Dan Lonai, Administrative Services Director, reported. This is for email, calendaring and collaboration tools through Google. This is a yearly contract (started last year) and is provided for in the budget. **Commissioner Givens moved to approve the payable to Google, Inc. in the amount of \$13,750. Seconded by Commissioner Elfering. Carried, 3-0.**
8. Increase of Position Hours – Finance. Mr. Pahl reported. The Finance Office has been very busy and it was determined there is a need, on a temporary basis, to give the Accounts Payable Specialist more hours. Chair Murdock noted that since reorganization, positions have been combined in some cases and more duties take more time. **Commissioner Givens moved to approve the temporary increase of hours for the Accounts Payable Specialist up to 40 hours per week, effective 3/1/15. Commissioner Elfering seconded. Carried, 3-0.**
9. Road Weight Limit. Tom Fellows, Public Works Director, reported. UPRR has been doing construction work on a rail road siding in the Gibbon area, which has caused road damage. Part of a Road Use Agreement was that UPRR repair the road to same condition it was in at the start. The railroad went ahead and just started the project without involvement by Public Works. The subcontractor (Kerr Construction) was looking to start repair work, but last week, the railroad pulled out of that agreement. Mr. Fellows noted the need to take care of that road for the residents in the area. He requests authority to post a 10 ton weight limit on Cayuse Road #900C from Emigrant Road to the bottom of Thornhollow Grade and Bingham Road #900B from the intersection with Cayuse Road to Gibbon. This will limit damage until an agreement is made with the railroad for permanent repairs to the road are completed. Mr. Fellows has tried to contact the subcontractor in order to enforce the agreement without much success. **Commissioner Elfering moved to approve with authority to post a 10 ton weight load limit on Cayuse Road and Bingham Road (Goad corner, just past Yellowhawk, and on to Gibbon). Seconded by Commissioner Givens. Carried, 3-0.**
10. Additional Public Parking. Dan Lonai, Administrative Services Director, presented. At the last staff meeting, discussion included parking to provide better access by the public to the courthouse. It is proposed that the first five parking stalls on the East side of SE 4th Street directly in front of the courthouse would be posted as 1-hour parking between signs. He has spoken with the City. City staff does not want to put in time parking, but if the County wants to enforce parking, there needs to be an agreement for the County to enforce those 5 parking spots. Commissioner Elfering asked about signage; he suggested putting the time of day on the signs. Commissioner Elfering asked about monitoring and about 5 parking spots – is that too many? Mr. Lonai advised the City said the entire East side could be posted this way, but it is felt starting with 5 spots – 8 a.m. to 5 p.m. weekdays -- is sufficient.

Commissioner Elfering moved to approve a 1 hour parking zone, 8 a.m. to 5 p.m., Monday through Friday directly in front of the Courthouse, and to authorize the Board Chair to sign an agreement with City of Pendleton regarding enforcement. Seconded by Commissioner Givens. Carried, 3-0.

11. MPO Inter-local agreement. Commissioner Givens advised the wording is to be changed since Metropolitan Planning Organization is now a stand-alone entity. A new director will be hired. He provided a brief history. There was a split with the City of Walla Walla and the County (Walla Walla). As a result, the MPO voted recently to be a stand-alone entity. Agreements had to be rewritten to be updated and referenced properly. Funding is from federal government and goes through different States. Oregon's share is distributed to the MPO. He noted Mr. Olsen, County Counsel, needs to review the agreements. If he approves of the proposed changes, the agreement will be signed. **Commissioner Elfering moved to approve entering into the Inter-Local Agreement as presented. Seconded by Commissioner Givens. Carried, 3-0.**
12. Budget. Mr. Pahl advised the County is still about \$329,000 short of balanced. This is a great improvement (it was about \$1.5 million short). He is moving forward and working with departments to re-work budgets to get things balanced according to the schedule.
13. Tum a Lum Bridge. Mr. Fellows presented. This Bridge is also known as Birch Creek Road Bridge. Currently, the schedule is to go out for bids in July 2016 with construction to follow. It is a historic bridge and has to go through a process; recalculation of road ratings was done as part of the project. Primarily, the State of Oregon is instructing the County to put a 3 ton load limit on the bridge. The only option for the fire department and ambulance is they can go across the bridge with 18 tons providing they run near support pieces at a speed under 20 mph to reduce the impact of heavy loads. This is to be posted by 4/1/15. Mr. Fellows will be in contact with ODOT to discuss ways to possibly increase the load limit – he will report back. It will have an impact on fruit growers, wheat growers, asphalt and others. Preliminary drawings for the new bridge are nearly done now. He is waiting for permission to go onto an adjacent owner's property (Mr. Walker) for drilling assessment to move forward. No action was taken.
14. AOC Issues. Commissioner Givens provided updates on Monday and Tuesday meetings. Bills are moving through rapidly. AOC supports Bill 873 regarding the B2H project (transmission line). PGE and cooperatives in the State are pretty concerned. PGE said they would drop Bill 253, FSEC bill, if the group pushing Bill 873 would consider a compromise. This will be ongoing issue.

The AOC Exec Committee agreed to meet prior to any AOC conferences. A big issue was communication and adding positions to AOC. Commissioner Givens reminded AOC that it includes 36 counties. Trust is an issue with State level government. Discussion included Greg Wolf's proposal of the Oregon Solutions concept. Commissioner Elfering noted changes do happen and are expected with new administration. Commissioner Givens noted a goal is to better position AOC staff, director and organization to pick up more income and more financial support on business partnerships.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Board of Commissioners