

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Administrative Meeting of November 9, 2015  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Chair George Murdock and Vice-Chair Larry Givens  
**By Phone:** Commissioner Bill Elfering

**County Counsel:** Doug Olsen

**Members and Guests Present:** Dale Primmer, Jennifer Blake, Robert Pahl, Mike Short, Steve Chrisman, Paul Chalmers, Phil Wright

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**CALL TO ORDER**

The meeting was called to order at 9:00 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. Comments will become part of the meeting. If persons wish to speak before the Board, please identify yourself and state where you live for the record.

Pledge of Allegiance. Those in the room stood and recited the pledge of allegiance led by Commissioner Givens.

Commissioner Elfering joined by telephone.

Dispensed with any other business.

**Additions to Agenda.** None.

**Agenda – Business Items**

1. **Round Up City Development Grant Requested** - Continued discussion from November 4, 2015 - Commissioner Elfering reported that the original request had been for \$30,000/year for 5 years. He is still in support of that request, but there are insufficient funds in the economic development budget to pay the full amount of \$150,000. This was the same as provided by the Port of Umatilla. Commissioner Murdock had talked with Mr. Short on Friday and advised him that the best the county could offer is to pay over five years, with a possible accelerated payment schedule. Commissioner Elfering concurred. Commissioner Givens had talked with Kim Puzey of the Port of Umatilla, and confirmed that the agreement was for a five year payment of \$30,000 per year.

**Commissioner Elfering moved to approve the grant request of \$150,000 to the Round-Up City Development payable in annual installments of \$30,000 over five years, on the terms and the conditions as discussed. Seconded by Commissioner Givens. Carried 3-0.**

2. **Eastern Oregon Trade and Event Center.** Commissioner Givens outlined that the Board had a number of concerns with the EOTEC financial situation, and that the County had not had an active role in the finances of EOTEC for some time. Robert Pahl had been assisting with the budgeting and the accounting during the initial period, and that he should be involved again. The Board would seek to have the County CFO appointed as an ex-officio member, and that the City would be requested to change the agreement to allow him to be Treasurer. As an internal policy, county staff would be the representatives. Commissioner Murdock added that when a vacancy occurs in the other county appointed position, the County CFO would be appointed. Commissioner Givens stated that financial support of EOTEC would not come from general funds. EOTEC would be requested to create a business plan, with a reserve fund. Commissioner Elfering added that the authority should be self-sustaining. The consensus was to document the county position and policy with a board order.
  
3. **Juvenile Front Door Replacement.** Dan Lonai was not available, so Doug Olsen provided the report. The front door of the juvenile building is in need of replacement, due to condition and need for electronic operation. Bids were obtained for the replacement, and the lowest was from C&H Glass. **Commissioner Givens moved to approve the door replacement by C&H Glass in the amount of \$5,920.75 . Seconded by Commissioner Elfering. Carried 3-0.**
  
4. **Community Justice Position Reclassification/Creation.** Community Corrections requested the approval to creation a new OAIII position and reclassify current OAIIV position to Probation Services Specialist. Dale Primmer provided the department report. The department has the funds to pay for the position changes. **Commissioner Elfering moved to approve the new OAIII position and the reclassification of OAIIV to Probation Services Specialist effective immediately. Seconded by Commissioner Givens. Carried 3-0.**
  
5. **Executive Session** - Employment - ORS 192.660(2)(a,b,h). Executive Session was convened in Room 114, the minutes are kept separately.

Adjourned at 9:26 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners