

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of March 16, 2016
9:00 p.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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Commissioners Present: Chair George Murdock, Vice-Chair Larry Givens and Commissioner Bill Elfering (appearing via telephone)

County Counsel: Doug Olsen

Members and Guests Present: Tom Fellows, Public Works Director; Dale Primmer, Community Justice Director; Glenn Youngman, Hermiston (citizen); Jenni Galloway, CARE Program Coordinator; Paul Chalmers, Assessment & Taxation Director; Jennifer Blake, Human Resources Director; Preston Winn, Weston (private citizen); Tamra Mabbott, Planning Director; Carol Johnson, Planning; Gina Miller, Planning/Code Enforcement; Jim Reger, Athena-Weston School District; Phil Wright, East Oregonian; Sheriff Terry Rowan.

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CALL TO ORDER

The meeting was called to order at 9:00 a.m. Chair George Murdock welcomed all. He noted that Commissioner Elfering is under medical care and he is appearing by phone.

Pledge of Allegiance was led by Commissioner Givens.

Chair Murdock reminded those present that the meeting is a public forum. It is being video and audio recorded and minutes will be taken. Comments will become part of the meeting record. If persons wish to speak before the Board, please come to the podium, identify yourself and state where you live for the record.

Awards/Recognitions/Correspondence. Chair Murdock read a thank you from Randy Grant, for the County's continued support of Milton-Freewater Downtown Alliance's improvement efforts. He then commented on I84 closure notices on the reader boards while traveling back from Salem the previous night; he called Capt. Kathy Lieuallen at 911 Dispatch whereupon she assured him the accident was between Baker City and Ontario but I84 was open to Baker.

Acknowledgment of Minutes of Previous Meeting. Commissioner Givens moved to approve The Board minutes of the 3/2/16 meeting. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda. Chair Murdock noted Item #13 (Fairgrounds Staffing) is pulled from the agenda.

Public Input for Items Not on the Agenda. Glenn Youngman, Hermiston, handed out copies of a letter of explanation and asked that the Board consider authorizing a County Charter Review Committee. Chair Murdock asked for comments from Mr. Youngman as Commissioner Elfering is not able to read through the letter. Mr. Youngman advised his letter will go to the East Oregonian editor and Hermiston Herald for publication regarding the County's Home Rule Charter and requesting formation of a review committee. It discusses part-time Commissioners and hiring a manager for day-to-day business of the County. He noted complexities in activities of County perhaps need a county manager, feeling the

County in present form is more reactive than proactive. His opinion comes from his past experience as a past deputy sheriff and past commissioner. Chair Murdock proposed the Board take the letter under advisement to have time to read and then respond.

Presentations. Community Access for Resource Effectiveness (Power Point). Jenni Galloway, CARE Coordinator, presented at the March 2 Board meeting and was invited back today with a visual presentation of the event (a “speed dating” format) held in Hermiston in February. In addition to pictures, also shown were lists of committee members and participating agencies and people. This wonderful collaborative has been well received and other groups may find a similar event as successful. She thanked Chair Murdock and the Board for their continued support of the CARE Program moving forward.

Agenda – Business Items

1. **School District Boundary Change.** Chair Murdock called the public hearing to order at 9:16 a.m. Petition was filed by Preston Winn asking for a portion of his property to be transferred from the Milton-Freewater School District to the Athena-Weston School District, which will allow him to continue serving on the School Board. Preston Winn, Weston, came to the podium. His farm was established in 1875 by his grandfather. He is a pioneer and wishes to remain as such. Volunteerism is very important to our great country. He has served for over 20 years on the school board. He moved to a home about ¼ mile from present location that is across boundary lines drawn many years ago, a portion of which is in the Milton-Freewater School District. The change in district would add minimal revenue to Athena-Weston and minimally decrease Milton-Freewater tax revenue. Boundary lines have been changed through the years. Public service and volunteerism and working with children is very important. It was noted the property in question is contiguous.

Chair Murdock asked for other comments in favor. Jim Reger, Superintendent of Athena-Weston School District, approves this action. He wants to see Mr. Winn be able to continue his long service on the School Board. Commissioner Givens asked if comments had been received from Milton-Freewater School District. Mr. Reger responded that Dr. Clark advised him he understands there would be somewhat less tax revenue, but defers to the Board of Commissioners for a decision. Chair Murdock added he attended a meeting where discussions about school district boundaries had started and the group supports the boundary change. Paul Chalmers, Assessment & Taxation Director, added he felt there is not revenue loss or gain because state funding is on a per child system; the state has to backfill. There would not be impact to either school district. Both districts are doing a bond. He added the rate would fluctuate – based on assessed value of property to go into calculation pool. It would be very small impact. There were no more comments in support.

Chair Murdock asked for those against? None were heard. He closed the hearing at 9:25 a.m. **Commissioner Givens moved to approve/adopt Order No. BCC2016-021, in the Matter Approving change in Boundary of Milton-Freewater School District and Athena-Weston School District. Seconded by Commissioner Elfering. Carried, 3-0.**

2. **Development Code Update – Text changes.** Chair Murdock called the hearing to order at 9:25 a.m. Power Point presentation was made by Carol Johnson, Planning Department, which elaborated/highlighted the changes in question. In particular, this is an annual update to bring local development code standards in compliance with state law, as well as address other matters

that have arisen. Main changes are: modify dog kennel definition; add definition for park model homes; modify Conditional Use Permits to add Park Model as accessory dwelling; add provisions in General Zoning Regulations Section as well as some other items – language updates. Chair Murdock asked for comments in favor.

Tamra Mabbott, Planning Director, elaborated the intent of the kennel definition amendment is to recognize farms and ranches and that have more than 4 dogs – However, close neighbors and multiple dogs can be a problem. The amendment is primarily to give flexibility to farms and ranches. Commissioner Givens also pointed out sheep ranches have many working dogs.

Moving on to park model homes, Ms. Johnson talked about the need for the Board to decide about the age restriction of 10 or 15 years; the Planning Commission deferred to the Board. Discussion continued about manufactured homes and condition of the home depends on the owner upkeep rather than the structure. It was clarified this is for a park model homes not manufactured homes. Currently, Planning accepts permits for 1972 or newer manufactured in Oregon homes. This does not change that language, it is specific for park model homes – it is recognized by state as an RV. Commissioner Givens added many states and counties do not allow any type of a mobile or manufactured homes in their code. Mr. Chalmers, noted Morrow County has passed a definition of 14 or 16 ft wall width limitation to essentially eliminate single-wide mobile homes. From an assessment standpoint, he would favor that. He would encourage a 10-year window rather than 15 years. Ms. Johnson reiterated this is only for park model homes. Ms. Mabbott also clarified the narrow application of this code is such it would allow someone to live in a park model – this might be for a caretaker or night watchman for a limited duration. This is pretty common in the business community to be more affordable. A park model home could also be for example for the purpose of a medical caretaker. Robert Pahl, CFO, suggested perhaps a 5-year term rather than 10 years. Ms. Mabbott noted this is not for permit duration – it is specifically the age of the park model to be added to the text code language. Comment was made about “tiny houses”. Ms. Mabbott advised the Planning Commission discussed this, but Planning does not have a minimum size of a structure for a permit.

Chair Murdock asked for those against? There were none. He asked for other agencies comments? None were heard. He closed the hearing at 9:43 a.m. **Commissioner Givens moved to approve Ordinance No. 2016-02 by amending Umatilla County Development Code to Update and Revise Multiple Sections as presented and also to make the definition of the age of park model home set at 10 years. Seconded by Chair Murdock. Carried, 3-0.**

3. Supplemental Budgets. Chair Murdock called the hearing to order at 9:44 a.m. Robert Pahl, CFO, presented. Budget Order 2016-43, Gen Fund-Juvenile Services (Program 5342) needs to decrease Personnel Services \$91,044 and increase Transfers Out same amount to allow transfer of appropriations for personnel from Youth Services to CARE Program. Budget Order 2016-44, CARE Program (Program 5254) needs to increase Transfers In \$91,044 and increase Personnel Services in same amount to allow for transfer of appropriations for personnel from Youth Services to CARE Program. Budget Order 2016-45, Capital Purchases Management (Program 9077) needs to increase Materials & Services \$11,692 and decrease Capital Outlay \$11,692, to appropriate expenditures in Materials & Services. Budget Order 2016-46, PERS Reserve (Program 9196) needs to increase Materials & Services \$15,800 and decrease Contingency \$15,800 to appropriate expenditures in Materials & Services. Budget Order 2016-47, General

Fund-General County (Program 9001) needs to increase State Revenues \$30,000 and increase Materials & Services \$30,000 to appropriate an increase in Wolf Depredation Funding.

There were no questions about the five budgets as outlined. Chair Murdock asked for comments in favor. None were heard. He asked for comments against? None were heard. Chair Murdock closed the hearing at 9:46 a.m.

In the matter of Approving Supplemental Budgets pursuant to ORS 294.471 for Fiscal Year ending 6/30/16, motions were made as follows: Commissioner Givens moved to approve Budget Order 2016-43. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Elfering moved to approve Budget Order 2016-44. Seconded by Commissioner Givens. Carried, 3-0. Commissioner Givens moved to approve Budget Order 2016-45. Seconded by Commissioner Elfering. Carried, 3-0. Commissioner Elfering moved to approve Budget Order 2016-46. Seconded by Commissioner Givens. Carried, 3-0. Commissioner Givens moved to approve Budget Order 2016-47. Seconded by Commissioner Elfering. Carried, 3-0.

4. Seasonal Help at Harris Park. Tom Fellows, Public Works Director, presented. Last year, he requested seasonal help; at that time, he did not know if the position would be needed going forward. The unexpected loss of the camp host required seasonal help. He has reviewed budget and determined the Park Manager needs seasonal help every season. The request today is to make seasonal help a 6-month position on a recurring basis. The cost is about \$16,000 and the budget supports that with the help of park visits. In response to a question about benefits, Mr. Fellows felt that is a Human Resources conversation, but it is his understanding with the new requirement to provide sick leave, after 90 days the position will be eligible for sick leave; that is the only benefit in question.

Commissioner Givens commented about his recent visit to Harris Park and brush and other vegetation removal. It is for fire hazard mitigation and is the Department of Forestry's recommendation to do so especially in light of last year's area fires. He also commended the county Public Works Department for doing a good job. As things dry out and get cleaned up, the park is looking good. Regarding brush removal, Commissioner Givens and Mr. Fellows noted there is a grant with 75% Department of Forest / 25% County cost split. He also noted additional funding in an amount between \$5,000-\$8,000 will be needed to correct electrical services installed improperly and to move one. These items need to be addressed before renting out this summer. He also noted the Park Board recently met with Tom Fellows and believe another meeting is needed to get things ready for reservations this season. Mr. Fellows added that there are plans to plant grass seed right away, which will add picnic areas for a positive improvement. **Commissioner Givens moved to approve extension of seasonal a position at Harris Park from 3 to 6 months. Commissioner Elfering seconded. Carried, 3-0.**

5. Harris Park Host. Mr. Fellows presented. He elaborated on the job description presented. Most other camps offer stipend to camp hosts. The proposal for \$75 stipend/week (in addition to the provided camp site and utilities) is being requested for the camp host. **Commissioner Givens moved to approve a stipend to Harris Park's Camp Host. Seconded by Commissioner Elfering. Carried, 3-0.**

6. Belly Dump Trailer Purchase. Mr. Fellows presented. This is part of Public Works Department keeping equipment updated. They currently have three trailers, but one is in a state of disrepair and needs upgrading. A low bid of \$22,500 was received from Woodpecker Truck for a 2000 CPS Belly dump trailer. One trailer will be going away to auction after assessment is made. **Commissioner Givens moved to approve purchase of a used 2000 CPS belly dump trailer from Woodpecker Truck in the amount of \$22,500. Seconded by Commissioner Elfering. Carried, 3-0.**
7. Temporary Services - Extension. **Commissioner Givens moved to table discussion until Claire Sponseller returns. Seconded by Chair Murdock. Carried, 3-0.**
8. Department Reorganization. Chair Murdock called the hearing to order at 10:02 a.m. Mr. Olsen presented. This is the first reading of Ordinance No. 2016-03 to document and to update departmental reorganization pursuant to Umatilla County Code of Ordinance Chapter 31. Changes include moving the divisions of Alcohol & Drug/Human Services, Developmental Disability and Veteran Services. Also included are the budget function under the Finance Department and an updated organizational chart. Chair Murdock closed the hearing at 10:04 a.m. **Commissioner Givens moved to set the second reading of Ordinance No. 2016-03 for the April 6, 2016 Board meeting at 9:30 a.m. Seconded by Commissioner Elfering. Carried, 3-0.**
9. Human Services Deputy Director. Dale Primmer, Community Justice Director, has been working with Public Health Director Meghan DeBolt on a plan model structure to move the Human Services Deputy Director (to supervise Alcohol & Drug, Intellectual/Developmentally Disabled and Veterans Services Division) under the oversight of the Health Department. The request is for permission to solicit and to hire the position effective 7/1/16. Adequate funding is available in the A&D budget. Longer term, there will likely be cost sharing among various programs. The proposed actual physical transition would be July 1. He requested hiring in advance of 7/1 to support the transition. Commissioner Givens commented he would be more comfortable taking action on the deputy director position once department reorganization is approved. Chair Murdock added that historically, directors oversaw the department organization. Last year, Community Justice took over programs vacated by the previous department manager of Human Services. He noted considerable time has been spent on an organization chart; he wanted it officially memorialized at the time of the second reading of the ordinance pertaining to reorganization (item #8 above). There is no question about reorganization; however, he wanted to revisit the director position after reorganization is approved. Commissioner Elfering had no questions and agreed about discussion of the organization chart first. **Commissioner Givens moved to defer action until after finalizing department reorganization. Seconded by Commissioner Elfering. Carried, 3-0.**
10. Tobacco Prevention Coordinator. Chair Murdock reported. Public Health was awarded a SPaRC (Strategies for Policy And enviRonmental Change) grant of \$133,000 to focus on this program to reduce tobacco prevalence through limiting the retail environment. The grant period is limited duration from January 4, 2016 to January 31, 2017. Commissioner Givens commented about the possibility it may be difficult to fill a position for only one year. Mr. Olsen added it is possible a similar position may open at the time the position ends. **Commissioner Givens moved to**

approve and authorize a new Tobacco Prevention Coordinator for a limited duration to end June 30, 2017. Seconded by Commissioner Elfering. Carried, 3-0.

11. Property Abatement. Presented by Mr. Olsen. This is property in Hermiston on Lorraine Avenue with ongoing solid waste violation. The main house burned and solid waste is around property. After the death of the last property owner, no family members want to take responsibility. Under solid waste code and development code, the request is to allow the County to abate. Gina Miller, Planning-Code Enforcement, advised there are squatters on the property. Commissioner Elfering added he has received complaints of neighbors about the property and the disrepair with a lot of negative movement in the neighborhood. Chair Murdock asked Ms. Mabbott to circulate photos of property. **Commissioner Givens moved to approve and authorize going forward with the abatement process of solid waste and code violations. Seconded by Commissioner Elfering. Carried, 3-0.**
12. HELP Grant. Commissioner Elfering reported as he serves on the HELP Board. This is to allow amending the grant for a building to be used for storage of equipment. Initially the City of Helix had grant awards totaling \$53,000 to build a new building. The cost for a new building has increased substantially, and a property has come available with Quonset hut on-site that would be suitable for storage. **Commissioner Elfering moved to approve and adopt Order No. BCC2016-022. Seconded by Commissioner Givens. Carried, 3-0.**
13. Emergency Management Advisory Committee. Commissioner Givens presented. With the Emergency Manager going full time, an advisory committee needs to be appointed to provide good representation from the county overall. The Order presented lists representatives. One position still to fill is from central Umatilla County. **Commissioner Elfering moved to approve/adopt Order No. BCC201-023. Seconded by Commissioner Givens. Carried, 3-0.**
14. AOC payable. Mr. Olsen noted this is for annual dues to Association of Oregon Counties in the amount of \$22,435.92. **Commissioner Givens moved to approve the payable as outlined. Seconded by Chair Murdock. Carried, 3-0.**
15. CIS payable. Mr. Olsen noted this is for an annual license and support for the old CAD System to Computer Information Systems for \$20,800. **Commissioner Elfering moved to approve the payable in an amount of \$20,800. Seconded by Chair Murdock. Carried, 3-0.**
16. BOPTA Orders. Chair Murdock reported as current Chair of the Board of Property Tax Appeals. A summary of actions taken by the Board was presented for action. Commissioner Givens expressed appreciation for Commissioner Murdock's work on the Board and how expeditiously the appeals have been handled. Commissioner Elfering commented about good work and good committee interaction and Chair Murdock added the Assessment & Taxation department works admirably with the public. By the time it gets to BOPTA, Umatilla County normally reaches agreements in advance of the meeting. The general public has positive comments about service of A&T. **Commissioner Elfering moved to approve/adopt Order No. BCC2016-024. Seconded by Commissioner Givens. Carried, 3-0.** For the record, Chair Murdock noted good citizen participation on many committees and it is desirable for citizen leadership. BOPTA's Chair moving forward is Don Daggett who was appointed by the Board replacing Chair Murdock

in that capacity. Mr. Daggett has wonderful experience and knowledge. BOPTA is in good hands.

17. Executive Session - Employment - None was held.

Commissioner Reports.

Commissioner Elfering noted he will be out the rest of the week and hopes to be back in the office next week.

Commissioner Givens advised he had attended AOC meetings earlier in the week (starting on Sunday). A big item is preparing for the summer AOC conference, which Umatilla County will host in June. Speakers are being lined up as well as activities (tours, hopefully at SnoRoad Winery, EOTEC and other sites). It is hoped Oregon Emergency Manager Andrew Phelps will be able to attend to speak about Oregon Counties' resiliency. Hopefully, participants will go away with a "toolkit" similar to what Mr. Phelps carries with him. Mainly, for various emergency events to know some first steps to take dealing with catastrophic events. Chair Murdock added it is hoped the conference can start off with a "Taste of Eastern Oregon", to be hosted by County Department Managers, all or in part. Mr. Primmer has agreed to prepare and serve the meat (tri-tip). They are looking for a potato person.

The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners