

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of September 7, 2016
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

** ** ** **

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Roberts, Emergency Manager; Dale Primmer, Community Justice Director; Micah Engum, Consultant-Alexander Project Services/Chopin Wind; Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer

** ** **

CALL TO ORDER

The meeting was called to order at 9:00 a.m. Chair George Murdock welcomed all.

Pledge of Allegiance. 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 letter from the Stanfield FFA Chapter, thanking the County for the generous donation for the youth auction (FFA and 4H) signed by 9 members.

Minutes of Previous Meeting. Commissioner Givens moved to approve minutes of the 8/24/16 Board meeting. Seconded by Chair Murdock. Carried, 2-0.

Additions to Agenda. None.

Public Comments. None.

Presentations: None.

Business Items

1. **Vehicle Purchase Award – Community Corrections.** Dale Primmer, Community Justice Director, presented. He had previously requested permission to issue a request for proposals for a mid-size vehicle for a criminal detective for absconders (new position) on a contract with the Sheriff’s Office. A proposal was submitted by Tom Denchel Ford (which was the only one) in amount of \$17,950 for a 2017 Ford Fusion. The recommendation is to award the contract to the low bid. **Commissioner Givens moved to approve. Seconded by Chair Murdock. Carried, 2-0.**

2. **Supervision Position – Juvenile Division.** Mr. Primmer presented. The reorganization of this division was approved at the 8/24 Board meeting. He has worked with HR and Finance regarding the budget and requests approval of a new supervisory job description at a Range 30 (vs. Range 34 for the prior position

of Deputy Director, eliminated as of 9/1). **Chair Murdock moved to approve authorization of the position of Probation Counselor Supervisor. Seconded by Commissioner Givens. Carried, 2-0.**

3. Vehicle – Assessment & Taxation. Doug Olsen presented for Paul Chalmers, A&T Director, who is tied up in interviews. A smaller size SUV was preferred by the department, so he requests canceling the proposals for a midsize SUV and redoing the request for proposals for a smaller vehicle. One bid was received from Tom Denchel Ford. **Commissioner Givens moved to reject the proposals and go out for a new RFP for a smaller size SUV. Seconded by Chair Murdock. Carried, 2-0.**
4. Copier Bids – A&T. Mr. Olsen reported for Mr. Chalmers. A request for proposals was issued for a new copier for the Assessment and Taxation Department. For proposals were submitted. Based on the low purchase price and cost per copy, the recommendation is to go with Pacific Office Automation. **Commissioner Givens moved to approve purchase of a copier from Pacific Office Automation in the amount of \$7,190. Seconded by Chair Murdock. Carried, 2-0.**
5. Vehicle – Board of Commissioners. Mr. Olsen reported. It is requested to also reject the proposals for a large SUV (received from Tom Denchel), (for the same reasons as the last vehicle discussed) and to authorize issuing another Request for a Proposal for a smaller size SUV to fit the needs of the office. **Commissioner Givens moved to approve. Seconded by Chair Murdock. Carried, 2-0.**
6. Mass Notification System. Tom Roberts, Emergency Manager, reported. The cost for a mass notification system is was inadvertently missed in this year's county budget. The system uses cell phone technology for mass alerts. It is being used in Morrow and Union Counties. The request is to approve \$11,212.50 (prorated amount) for implementation in the remainder of this fiscal year. 50% reimbursement is available through a state grant. Next year, it will be in the state emergency management budget with a total of over \$19,000 for the entire year. The difference is because the City of Pendleton has the system and it is paid for this whole fiscal year.

Commissioner Givens asked about the City of Pendleton piece. Mr. Roberts advised Pendleton has a contract which would be taken over by the County. For next year, implementation would be throughout the entire county. Mr. Olsen added the original contract is with the City of Pendleton and is used mainly for public works purposes, which will be continued by the City. The County portion would allow notification to all county citizens and all cities could use the system for their non-emergency purposes. Mr. Roberts noted in his first 3 months on the job, he could have used the system if it had been available (examples, in Hermiston, a child walked away from his home; another was the Weigh Station fire on Cabbage Hill). There is need to get the system up and running in a timely manner -- a great addition to services.

In explanation of why it was missed in the budget cycle, Mr. Roberts explained that funds were in place for the state grant, but it somehow did not get incorporated into the county budget. Commissioner Givens asked Robert Pahl for further information, who replied it was not received in his office from the Sheriff's Office when they submitted their budget. There was discussion about funding and sources (grants, 50% match, etc.). Mr. Pahl advised half of \$11,212.50 would have to come out of contingency. Mr. Olsen added that Capt. Kathy Lieuallen (911 Dispatch Manager) is looking for another source of funding, so there may not be as much effect on the contingency budget.

Mr. Roberts would like to have system implemented by 10/1. **Commissioner Givens moved to approve. Seconded by Chair Murdock. Carried, 2-0.**

7. Chopin Wind – Technical Oversight Committee. Micah Engum, Alexander Project Services, 404 SE Dorion Ave, Suite 226, Pendleton. The Board has authority to designate committee members for the oversight committee for wind generation projects. As part of ongoing work to ensure compliance of the Chopin Wind Project, he presented a letter of recommendation for Chuck Price and Suni Danforth, county residents, and Mike Denny, College Place, Washington (Blue Mountain Audubon Society) to serve on the Oversight Committee. Since Mr. Denny is not a Umatilla County resident, the Planning Commission was advised of need and they unanimously supported his recommendation as an avian species expert. Chair Murdock advised he is familiar with Mr. Denny's extensive experience. Mr. Olsen added the Board would need to waive a requirement of a non-county resident to serve on a committee. It is in the Board's authority. **Chair Murdock moved to approve. Seconded by Commissioner Givens. Carried, 2-0.**

There was no executive session.

Commissioner Reports.

Commissioner Givens has had calls in regard to the Fair. Mr. Olsen advised he has not had follow up contact from Mr. Kay of the Hermiston School District about the fairgrounds lease pull bearer. Commissioner Givens advised he has received an email about lease extension negotiations from Stoel Rives, the School District's attorney. Mr. Kay is working on actual term of lease, about need for extension (or not), and school district expansion, etc. In addition, he has spoken to Fair Board member Mr. Newman about panels, moving equipment and storage facility at EOTEC – there are storage containers at the fairgrounds, but they are leaking. Mr. Olsen suggested an existing barn could be torn down and those supplies used to build storage at EOTEC.

Chair Murdock asked if a motion would be appropriate for Commissioner Givens and Mr. Pahl as CFO to be authorized for transition. Commissioner Givens advised there is already in place authorization for action; however, it has to do with termination date of 12/31/16. Mr. Olsen noted budget is in place until then. Discussion continued about need for a transition plan, notification of employees, actual end date, meeting with the Fair Board. Commissioner Givens as liaison Commissioner to the Fair will meet with Lucas Wagner as Fair Board chair within the next week to discuss transition and confirmation of the lease date termination. Chair Murdock noted the need for an agenda item about the Fair for the next Board meeting on 9/21/16. In the meantime, need to work on storage area at EOTEC and for security. Mr. Pahl advised he is looking forward to the transition plan and the associated costs; Chair Murdock expressed concern about staff.

Commissioner Givens will attend the Walla Walla Valley Metropolitan Planning Organization meeting in Walla Walla this afternoon.

Chair Murdock advised he is looking forward to hiring a full-time Public Health Director.

The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Melinda Slatt,

Executive Secretary, Umatilla County Board of Commissioners