

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of August 22, 2018
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Tom Fellows, County Public Works Director; Dan Lonai, County Administrative Services Director; Theodore Orr, County Noxious Weed Coordinator; Capt. Dave Williamson, Sheriff's Office; Josh Roberts, Sheriff's Office, John Shafer, Sheriff's Office; Mark Morgan, Hermiston Assistant City Manager; Clint Spencer, Hermiston City Planner; Marie Simonis, County Assistant Director of Finance; Paul Chalmers, County Assessment & Taxation Director; Bob Waldher, County Planning Director; Carol Johnson, County Planning

CALL TO ORDER

The meeting was called to order at 9:00 a.m. Vice-Chair Elfering welcomed all.

Pledge of Allegiance was led by Commissioner Givens.

Vice-Chair Elfering 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. He noted there is a point for public input before business items for other than agenda.

Awards/Correspondence/Recognition. Vice-Chair Elfering acknowledged thank you notes: (1) to County Records from Susan Sams for the great help by employees helping with her passport in a very timely manner. (2) from Oregon East Symphony for the County Community Development grant recently received for strategic planning for youth music projects. He advised grant funds are distributed quarterly from the Oregon Video Lottery.

Minutes of Previous Meeting. Commissioner Givens moved to approve minutes of the Board's 7/9/18 and 8/1/18 meetings. Seconded by Commissioner Elfering. Carried, 2-0.

Additions to Agenda. None.

Public input. Vice-Chair Elfering advised this is the time for general public input (for other than a scheduled item on the agenda) and also for recognition of visitors. There was none.

Business Items:

1. **Development Code Text Amendment – City of Hermiston.** Vice-Chair Elfering called the public hearing to order at 9:05 a.m. He read a summary of the action to be considered (Applicant is City of Hermiston, for purpose of Comprehensive Plan Text Amendment #T-18-076) and outlined the process. He asked for the staff report. Carol Johnson, Planning Department, came forward. This is regarding FU-10 zone (Future Urban) for a water tower to exceed the height limitation. The Planning Commission held a public hearing on 7/26/18 and recommends approval to the Board of Commissioners. The zone is within Hermiston's Urban Growth Boundary and this amendment only

affects this zone, and to exceed the height limitation. It is a very narrow scope. City of Hermiston representatives are here today to provide additional information as needed. There is no development action to be taken today. Commissioner Elfering asked if the tower is only for the city to utilize and Ms. Johnson responded that was correct.

Vice-Chair Elfering invited city representatives to come forward to speak -- Mark Morgan, Hermiston Assistant City Manager, and Clint Spencer, Hermiston City Planner. Mr. Morgan advised the Hermiston Planning Commission reviewed and approved this action. The only other thing to add would be to that the amendment would allow the City to subdivide smaller than 10 acres in the UGB. The FU10 zone exists to not constrict Hermiston's growth boundaries, and is established to maintain larger parcels available for subdividing. Commissioner Givens asked about land use Goal 1 – citizen interest – have a lot of people been involved in the process? Mr. Morgan noted there wasn't a lot of citizen attendance at the Planning Commission meeting, but there were no objections.

There were no others to speak in favor. There were none to speak in opposition. There were no public agencies to speak. Vice-Chair Elfering closed the public hearing at 9:13 a.m.

Commissioner Givens moved to adopt Ordinance No. 2018-04. Seconded by Commissioner Elfering. Carried, 2-0.

2. Janitorial Services RFP. Dan Lonai, Administrative Services Director, reported the current provider (located out of Portland) is not working out. Thus, he is looking for authority to issue a request for proposals for janitorial services. The request will allow for piece-meal or one business taking care of more than eight county facilities in different cities. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
3. Election Software Purchase. Mr. Lonai presented. Elections is seeking to purchase software to assist in the reading of ballots. The software maintenance is in the amount of \$4,375 (annual) plus on-line training of \$1,650. There are a lot of checks and balances for counting ballots. It is a lengthy process with adjudication, but the software allows faster electronic counting. Several other counties have moved in this direction, but Umatilla County is one of the first to use this software – it will be very helpful to streamline the process. He elaborated in response to Commissioner Elfering's questions about the equipment and counting; today's action is to purchase software; digital format is the future. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
4. Telephone Installation Payable. Mr. Lonai presented. This is the final payment to Uni-Tech Communications for the new phone system installation in the amount of \$22,277.80. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
5. Law Enforcement Vehicle Purchase. Capt. Dave Williams, UCSO, presented. The Sheriff's Office is looking to purchase four 2019 Ford Explorer police interceptor packages and one base model for the Civil Division. An RFP was issued for the purchase. He recommends going with Gresham Ford for the four police package models (Gresham Ford has the state contract). It does not appear the customized tinting was included with the local Ford dealer; however, he recommends purchase of the one base model 2019 Explorer from Tom Denchel Ford to see what the tinting is like. The amount is \$27,875 for the "Civil Division" vehicle and, for the four police packages @ \$33,523.79/each; total is \$136,971. Commissioner Elfering asked about RFP specs in regard to window tinting. He would like follow-up about adequate tinting. Commissioner Givens asked about the proposal sheet and what was turned in by Tom Denchel Ford. Capt. Williams noted Denchel did not specify any specific tinting. However, it is

an important and necessary feature for Sheriff's Office vehicles. **Commissioner Elfering moved to approve. Seconded by Commissioner Givens. Carried, 2-0.**

6. Vehicle Purchase – District Attorney. Mr. Olsen presented. A request for proposals was issued for a new vehicle for the DA office. Three proposals were received. The request is to authorize purchase of a 2018 Ford Fusion from Legacy Ford in the amount of \$19,134. He noted this vehicle is to replace a hand-me-down police interceptor that is in the shop for undetermined repairs. Time is of the essence, therefore, the recommendation is to go with the Legacy Ford vehicle based on time of delivery. **Commissioner Givens moved to approve the second lowest bid due to the delivery time to Legacy Ford for \$19,134. Seconded by Commissioner Elfering. Carried, 2-0.**
7. Weed Department Equipment. Teddy Orr, Weed Department Supervisor, presented. He is requesting authorization to issue an RFP for a UTV (side by side) off-road vehicle for the work they perform. In response to Commissioner Elfering's question, Mr. Orr advised ATV's are 4-wheelers with smaller capacity whereas UTV's are side by side and carry more. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
8. Harris Park Grant. Tom Fellows, Public Works Director, presented. He is applying for a grant from Oregon State Parks for purpose of purchasing a vault toilet at Harris Park. One requirement of the grant is for Board approval/consent. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
9. Authorization to Issue Bids for Culvert. Mr. Fellows presented. This is for a bridge replacement in Hermiston on Punkin Center Road. He is proposing to replace a wooden structure with an aluminum box culvert, which will last longer – he expects it to be maybe over 50 years and up to 75 years' life. Today's action is seeking permission to issue an Invitation to Bid. In response to Commissioner Elfering's question, the aluminum box culvert wouldn't have limitations of weight capacity, but he didn't really have a comparison to a wooden structure. There was more discussion about different types of structures, i.e. concrete. Mr. Fellows noted it is more expensive and more difficult to install; however, the aluminum culvert is his recommendation since it will provide shorter time back to use and it would be less labor intensive. He feels concrete would be a longer lifespan, but he hadn't done cost comparison. **Commissioner Givens moved to approve. Seconded by Commissioner Elfering. Carried, 2-0.**
10. Western States Equipment Purchase. Mr. Fellows presented. A grader motor had to be replaced. The cost is a little less than \$38,622. The motor is warrantied (he didn't know the term). The old motor was not salvageable – it is one of the older graders. He is looking to get his grader fleet back into warranty. With State Highway funding increases through Senate Bill, he looking to get equipment back up to date. **Commissioner Givens moved to approve up to \$38,000. Seconded by Commissioner Elfering. Carried, 2-0.**
11. STIF Committee. Bob Waldher, Planning Director, presented. Oregon Administrative Rules direct qualifying entities to appoint an Advisory Committee for the Statewide Transportation Improvement Fund, as set out in BCC Order No. 2018-062 to create a committee of seven individuals meeting the requirements. Applications for appointment were requested from interested persons. There was a good cross-section of diverse interests that have requested to serve on the committee, and that matter is before the Board to create the committee and appoint the members. Mr. Waldher noted ODOT provided a template for the committee bylaws. The first meeting is to be set, probably in September. It appears the November 1 deadline for project submittal may not be accomplished; the next deadline for projects submittal is April, 2019.

Mr. Olsen talked about term limits as set out in the Board Order, which are two terms, staggered. Regarding projects, Mr. Waldher advised consideration will be given to travelshed plans to identify projects moving forward. **Commissioner Givens moved to approve Order No. BCC2018-062. Seconded by Commissioner Elfering. Carried, 2-0.**

12. Employment Ordinance Amendment – Public Hearing. Vice-Chair Elfering called the public hearing to order at 9:46 a.m. This is second reading. Mr. Olsen gave the staff report. The Ordinance was first read on 7/9 and there have been no changes since then. This is to update the criminal history record check policy from 1995 to meet legal requirements and to update the policy for practice currently used. There were none to speak in favor and none to speak in opposition. The hearing was closed at 9:47 a.m. **Commissioner Givens moved to adopt Ordinance 2018-03. Seconded by Commissioner Elfering. Carried, 2-0.**
13. Property Tax Foreclosures. Mr. Olsen advised this is part of the annual process for tax foreclosures. The County Assessor initiates the process and publishes notice in a newspaper of general circulation in the county. The order will appoint the East Oregonian for the publication notice. **Commissioner Givens moved to approve Order TX2018-02. Seconded by Commissioner Elfering. Carried, 2-0.**
14. Sale of Property. Mr. Olsen presented. This matter previously came before the Board for approval for sale to the CTUIR. There were exceptions of title with it. The title company had issues with the ownership and notice, so the request is to reduce the purchase price to \$40,000. He noted real market value is about \$57,000. The other option is to sell it at auction, but the offer of \$40,000 is adequate. Commissioner Givens asked Paul Chalmers to speak as Director of Assessment & Taxation. He pointed out this property is inside Reservation boundaries and feels this is a good offer. **Commissioner Elfering moved to accept the \$40,000 offer from CTUIR in light of the title insurance issues. Seconded by Commissioner Givens. Carried, 2-0.**
15. Revised Forest Plan. Commissioner Givens spoke to Blue Mountain Forest Plan. A letter was received from the Forest Service along with a copy of the plan. Numerous entities have spent upwards of about 20 years dealing with the plan. The recommendation is that this Board of Commissioners will accept the plan and to not object to it. Commissioner Elfering added he had reviewed summaries and feels it gives “tip of the hat” to all interests in some respect. Nobody in the plan received all they wanted and there are still some objections that will be filed. Commissioner Givens added this is a compromise for multi-use plan to hopefully be used for the next 10 to 15 years. One big issue is with fires and the need for better management of the land to help. He noted this plan has a little more than doubled timber harvest and also doubled the grazing allotment. In addition, recreation areas have been set aside. **Commissioner Givens moved to approve to support the revised Forest Plan and to not take stand on filing objections or in supporting objections that may be filed. Commissioner Elfering seconded.** Discussion: principal concern of forest users is there are no guarantees in the plan about allocations to be met. Commissioner Elfering pointed out (and Commissioner Givens agreed) the Forest Service has been very communicative with the public. **Motion carried, 2-0.**

Commissioner Reports.

Commissioner Givens – nothing to report.

Commissioner Elfering - Echo Schools expansion dedication is that afternoon and Milton-Freewater Gib Olinger School dedication is Friday evening (August 24).

Mr. Olsen advised the Charter Review Committee meets tomorrow night at the Stafford Hansell building in Hermiston.

Executive session. None.

The meeting adjourned at 10:00 a.m.

Respectfully submitted, *Melinda Slatt*, Executive Secretary, Umatilla County Board of Commissioners