

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of September 5, 2018  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**County Counsel:** Doug Olsen

**Members and Guests Present:** PAWS Board members: Marcia Flemmer, Cindy Spiess and Jackie Carey; Tom Fellows, County Public Works Director; Undersheriff Jim Littlefield; Sgt. John Shafer. Sheriff's Office; Jeff Rost, EUCAAHD/Medic 400; Alisha Southwick, UCo Health; Joseph Fiumara, UCo Health; Jennifer Blake, County Human Resources Director; Gina Miller, County Code Enforcement/Planning Department; Dan Lonai, County Administrative Services Director; Paul Chalmers, County Assessment & Taxation Director; Robert Pahl, County Chief Finance Officer; Phil Wright, East Oregonian.

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**CALL TO ORDER**

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

**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. He noted there is a point for public input before business items for other than agenda.

**Awards/Correspondence/Recognition.** None today.

**Minutes of Previous Meeting.** Commissioner Givens moved to approve the minutes of the Board's 7/18/18 meeting. Seconded by Chair Murdock. Carried, 2-0.

**Additions to Agenda.** New item #1 per Chair Murdock - Borrowing the County's reader board for Round-Up parade.

**Public input.** Chair Murdock advised this is the time for general public input (for other than a scheduled item on the agenda).

Jackie Carey, 695 NE Gumwood, Pilot, Rock Oregon, Board President of PAWS. She and others were at a Board meeting a month or so ago. She noted recently about 50 dogs had been confiscated by the Sheriff's Office from a hoarder outside of Stanfield -- arrangements had to be made for the dogs to go to Benton-Franklin County, Washington since the PAWS facility is not big enough. PAWS is still in need of financial assistance although they withdrew their request to go through the taxing authority process. Chair Murdock commented this issue was planned to be discussed at Monday's staff meeting; however, Commissioner Elfering is out due to family business and discussion has been delayed. This item will be taken up in the next several weeks. After that meeting, Chair Murdock advised he will contact Ms. Carey (she gave her home and cell numbers) after 9/17 (next staff meeting where all three Commissioners will be present).

## **Business Items:**

1. **County Reader Board.** Jack Remillard, 72220 Tutuilla Creek Rd., Pendleton. On behalf of the Round-Up Association, they request permission to use the County's readerboard on Highway 30 west of EOCI to slow traffic down. Due to loss of use of the Hatley lot this year, there is need for a different place for staging of wagons and outriders for the Westward Ho! Parade on Friday, 9/14. They will be using city property where the old treatment center was located, and also some behind the prison. Early warning of signs would help safety and security of all. He has spoken with Tom Fellows, County Public Works Director, who advised the sign is available. **Commissioner Givens moved to approve the request. Seconded by Chair Murdock. Carried, 2-0.**
2. **Medic 400 Waiver.** Jack Rost, Administrator of the East Umatilla County Area Ambulance Health District in Athena. This is an annual request to continue a waiver to operate their ambulance with reduced staffing level. Permission is sought for a waiver to run with an EMT in the back of the ambulance and use a driver trained in CPR. It is common amongst volunteer agencies in less populated areas. **Commissioner Givens moved to approve the continuance of the waiver. Seconded by Chair Murdock. Carried, 2-0.**
3. **Civil Software Purchase.** Undersheriff Jim Littlefield presented. This is to request approval for the purchase of the SOFTCODE software program for the Sheriff's Office Civil Division (to track Civil Process). Budget is available in the amount of \$75,000. **Commissioner Givens moved to approve the purchase of the software. Seconded by Chair Murdock. Carried, 2-0.**
4. **Public Health Reorganization.** Joe Fiumara, UCO Health Environmental Health Supervisor, and Alisha Southwick, UCO Health Wellness Supervisor, presented. This is to make management changes at Public Health due to the recent departure of Jim Setzer, Director. The plan is for the appointment of a public health director, along with a newly created deputy director position. Based on analysis by the Finance Department, there would be less than \$1,800 impact on the General Fund with the proposed reorganization. In response to Commissioner Givens' question, Mr. Fiumara noted there would be approximately a 1.0 FTE increase in overall budget – mostly funded out of fees and various grants. In addition, Chair Murdock introduced Amanda Walsborn, Prevention Education Director (soon to become Community Health Supervisor). **Chair Murdock moved to approve, as liaison commissioner to UCo Health: appointment of Joseph Fiumara as the Local Public Health Authority Administrator in the Health Director position; approval of Deputy Director position and appointment of Alisha Southwick as Deputy Director; and approve Community Health Supervisor position all effective 9/1/18. Seconded by Commissioner Givens. Carried, 2-0.**
5. **Creation of Position- Public Health.** This is for creation of an EHS 3 (Environmental Health Specialist) position with continuing expansion of the County Septic Program. **Chair Murdock moved to approve. Seconded by Commissioner Givens. Carried, 2-0.**
6. **Position Increase – Public Health.** This is for the UCo Health Nurse Family Partnership program; the request is to increase the NFP Supervisor position from .5 FTE to .8 FTE effective 9/1/18 contingent on funding availability and duration from MIECHV (Maternal Infant & Early Childhood Home Visiting). **Chair Murdock moved to approve. Seconded by Commissioner Givens. Carried, 2-0.**
7. **Election Payable.** Dan Lonai, Administrative Services Director, presented. The payment for election envelopes is before the Board for approval. This is a typical expense for printing envelopes; it is a budgeted expense of \$17,410. It includes outside envelope, secrecy sleeve and return envelope for

40,000+ voters and an average of two elections each year. **Chair Murdock moved to approve. Seconded by Commissioner Givens. Carried, 2-0.**

8. Boiler Replacement. Mr. Lonai presented. One boiler of the two at the courthouse “died” last year. An RFP was sought and one bid was received from Mechanical Heating & Air for \$87,500. He would like replacement done soon since weather is cooling in the next month. Commissioner Givens asked if the purchase would have any financial assistance (i.e. Energy Trust?) Mr. Lonai noted the system would be more efficient so there would be some savings. **Commissioner Givens moved to approve the contract for the boiler replacement. Seconded by Chair Murdock. Carried, 2-0.**
9. Culvert Purchase. Mr. Fellows presented. This was initially presented at the 8/22 Board meeting for a bridge in Hermiston on Punkin Center Road. At that meeting the Board approved the issuance of an invitation to bid for bridge replacement. Three bids were received: Contech \$36,975; EO Rentals \$32,232; and Pacific Corrugated Pipe \$47,900. He is recommending EO Rentals be awarded the contract as the lowest bid, and authorize replacing the wooden structure with an aluminum box culvert. **Commissioner Givens moved to approve the awarding of the contract to EO Rentals in the amount of \$32,232. Seconded by Chair Murdock. Carried, 2-0.**
10. Agriculture Burn Ban. Gina Miller, Planning Code Enforcement Coordinator and liaison to the Smoke Management Program. She is proposing to lift the agriculture burn ban immediately and leave in place the non-ag burn ban. Normally, the burn ban is lifted by October 1; however, many farmers have requested that the ag burn ban be lifted for a short period. There are no other burn ban lifts in the region. There is a full burn ban through Round-Up anyway, but it will give brief window for farmers to burn before Saturday, 9/8. **Commissioner Givens moved to approve Order No. BCC2018-63. Seconded by Chair Murdock. Carried, 2-0.**
11. STIF Contract. Mr. Olsen presented. The STIF advisory committee has been formed; the next step is to start the coordination process. It is proposed that the County contract with Eastern Oregon Business Source for coordination services at a proposed cost of at most \$73,000 with the intent to request part of the STIF plan provide for part of the funds to be paid by the STIF fund. Chair Murdock noted Bob Waldher had shared this information with West County Mayors and City Managers at their meeting on 9/4. Commissioner Givens pointed out this puts administration costs at between 5% and 8%. Chair Murdock agreed it would be about 5% for administrative costs based on funds received. **Commissioner Givens moved to approve. Seconded by Chair Murdock. Carried, 2-0.**
12. Sale of Property. Paul Chalmers, Assessment & Taxation Director, and Mr. Olsen presented. In 2001, the County foreclosed on two tax lots. The former owners recently contacted the County to repurchase the property. The County had intended to keep the property for the Lewis & Clark bicentennial, however, it was not needed then and now. Law allows sale back to former owners for a minimum amount equal to the amount of the unpaid taxes at that time of the foreclosure. It was in farm deferral (about 30 acres) and taxes are \$3.50/year; delinquent taxes were only \$52 at the time the county acquired the property. Under law, the least amount to be sold is \$52.

Mr. Chalmers added information about the history of bicentennial – it was the motivation behind having this property held. When one gets to fee structure opportunities, administrative costs were pretty high and there was a lot involved. He suggests the consideration of a flat fee associated with costs so that the County at least recoups costs for administering someone else’s mishandling of property. He understands \$52 is the minimum/lowest amount, but would like to receive more on the County’s behalf.

Mr. Olsen clarified the fees. The county does impose a fee when the property is foreclosed. During the the last 18 years, with about \$3.50/year, about \$65 of taxes were not collected. Regarding selling property at auction, Mr. Olsen noted sale proceeds are distributed as any other taxes are collected. The RMV was noted = \$13,000 + \$57,500. Mr. Chalmers talked about County stewardship and suggested perhaps the County should consider putting this property out for public offerings. Mr. Olsen noted under state statute, selling back to a former owner is an exemption to the public auction process.

Chair Murdock didn't feel it is fair to have the County managing property all these years in this situation. Commissioner Givens commented about prior owners and not agreeing with them coming back a long period later and being able to buy back at a very small amount. **Commissioner Givens moved to put out the property to public notice as surplus property for auction next year.** Chair Murdock agreed with the process of selling to former owners, but feels the County should recoup its costs. Robert Pahl asked about collecting proceeds – is it like a foreclosed property sale? Mr. Olsen responded yes, it would be at 17 cents on the dollar. Costs could be requested (actual costs = \$50) plus they would pay the recording fee. It would be part of the annual auction, whenever that is – probably in May or June at real market value. Probably, however, it wouldn't sell. Mr. Chalmers agreed with that as his preference. Mr. Olsen advised a sale back to the owner is done routinely – for example, two years ago property in Umatilla and farm ground in the Helix area (160 acres). This process has probably happened about 10 times in the last 15 years. **No second to the motion.** Mr. Chalmers noted, in general terms, timeframe is from 2001 to present day – that is 18 years. It is appropriate, in his opinion, to not validate. He urged the Board to please consider for purposes of the County process. **Commissioner Givens moved to declare the subject property as surplus and put it up for auction at a future date. No second.** Therefore, the item is tabled and will be brought back at a later meeting.

13. United Rentals Payable. Mr. Olsen presented. Approval is sought by the County Fair for approval of a payable to United Rentals for equipment used at the Fair. **Commissioner Givens moved to approve the payable of \$12,420.70 to United Rentals. Seconded by Chair Murdock. Carried, 2-0.**

14. USDA Payable. Mr. Olsen presented. Approval is sought for the USDA APHIS payable for Wildlife Services aerial management. **Chair Murdock moved to approve the payable of \$6,770.38 to USDA APHIS. Seconded by Commissioner Givens. Carried, 2-0.**

Commissioner Reports. There were none.

Executive Session. There was none.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners