

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of December 19, 2018
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen

Members and Guests Present: Robert Pahl, County CFO; Tom Fellows, County Public Works Director; Kim Weissenfluh, County Developmental Disabilities Program Manager; Tracie Diehl, GIS Manager; Mark Tanner, Umatilla County Maintenance Manager; Dale Primmer, Umatilla County Community Justice Program Director; Dan Lonai, Umatilla County Administrative Services Director; John Shafer, Umatilla County Commissioner elect; Phil Wright, East Oregonian; Cameron Anderson, Barrett & Moro PC

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 Murdock.

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. Reminder to come to the microphone to be heard on the record. He noted there is a point for public input before business items for other than agenda.

Awards/Correspondence/Recognition. None.

Public input. Chair Murdock advised this is the time for general public input (for other than a scheduled item on the agenda). There was no public input.

Minutes of Previous Meeting. None.

Additions to Agenda. None.

Business Items:

1. **Audit Presentation.** Cameron Anderson of Barrett & Moro PC. Barnett & Moro conducted the annual County Audit for the fiscal year ending June 30, 2018. Mr. Anderson referred to the opinion page and stated that all financial reporting was done correctly. All other audit findings were reported on also. He said overall the County had a good year and no findings were found. No questions from the board. **Commissioner Elfering moved to accept and to approve the audit report. Seconded by Commissioner Murdock. Carried, 2-0.**
Commissioner Murdock commended Robert Pahl and his entire staff on a job well done.

2. Ordinance Amendment for Plats – Public Hearing. Commissioner Murdock, Chair opened the public hearing at 9:15 a.m. Dan Lonai, Administrative Services Director, presented the second reading of the Umatilla County Development Code which requires that with any recording of a partition plat, two true copies are also to be filed – one with the surveyor and one with the records office. By Oregon statute, the one for the records office is within the discretion of the County. The records office is requesting that the additional copy requirement be eliminated, to save space and to streamline the recording process. The office now has the plats digitalized, so that copies can easily be made. To accomplish the change requires an amendment to the ordinance. The first reading of the ordinance was on December 5, 2018. This is the second reading. Mr. Lonai would like to have the code changed. This would have an approximate \$5,000. savings to the County. There was no public comment, and the Chair closed the hearing. **Commission Elfering moved to adopt Ordinance No. 2018-06. Seconded by Commissioner Murdock. Carried, 2-0.**
3. GIS Server Purchase. Dan Lonai presented. He stated that the counties mapping system requires a high-speed server to provide the performance needed to create, update, and view county maps. The current server can no longer handle the load of the county’s mapping needs. The quote received from Dell utilizing the Government contract is \$12,279.59 and comes with a 5-year maintenance contract. The GIS department has the funding for this expense in fund 3030. **Commissioner Elfering moved to approve the purchase. Seconded by Commissioner Murdock. Carried, 2-0.**
4. Equipment/Technology Purchase - DD. Dan Lonai presented. This request is to purchase equipment, technology, and installation necessary to allow the DD training room to operate as a local, regional, and state training and meeting venue that would aid in minimizing the need to travel to trainings and meetings outside of Umatilla County when available. Kim Weissenfluh added that all County agencies will be welcome to use this equipment also. No plan to charge other County agencies for the use at this time. Cost not to exceed \$23,500. **Commissioner Murdock moved to approve the purchase. Seconded by Commissioner Elfering. Carried, 2-0.**
5. Carpet Replacement. Dan Lonai presented. The Umatilla County Courthouse 3rd floor is having serious issues with flooding, etc. which has forced the entire District Attorney’s office to be moved to the basement as of 12/18/18. The carpeting on that floor needs to be replaced a.s.a.p. due to this emergency. Commissioner Elfering had a concern regarding the fact of not being able to go out for bid, but due to the emergency will waive the need to get quotes or bids. **Commissioner Elfering moved to approve the purchase. Seconded by Commissioner Murdock Carried 2-0. Commissioner Elfering made motion to approve additional costs of up to \$20,000 for this project and repairs necessitated by the water damage. Seconded by Commissioner Murdock. Carried 2-0.**
6. Vehicle Purchase. Tom Fellows of the Public Works Department is seeking to purchase two replacement trucks. A 2019 International construction dump truck from Woodpecker truck is \$143,841.60 and a 2019 International low-boy tractor from Woodpecker truck for \$118,909.82. The trucks will be purchased utilizing the NJPA/SourceWell contract. There was discussion regarding why to buy new versus used. **Commissioner Elfering moved to approve the purchase of the two vehicles. Seconded by Commissioner Murdock. Carried, 2-0.**
7. Community Corrections Position. Dale Primmer, Community Justice Administrator, presented a request for a full-time position of a bookkeeper for the Community Justice department. There will be no general fund impact due to the fact that the funding will be coming through a State grant. It was originally requested as a half time position but recruitment has not been successful, and the request is to expand the

position to full time. **Commissioner Elfering moved to approve the position. Seconded by Commissioner Murdock. Carried, 2-0.**

8. Personnel Policy 4.4 Update (Mileage Reimbursement Rate). Robert Pahl, CFO, reported that effective January 1, 2019 the IRS has updated its mileage reimbursement rate. The county Personnel Policy 4.4 has been updated to establish reimbursement at the IRS rate. The policy is also updated to reflect the current practice that gas cards are obtained through the Finance Office. Commissioner Elfering asked about the gratuity rate we are currently paying. Mr. Pahl stated that under the policy the rate is limited to 15%. If they want to pay more than the 15% allowed it is the consumer's choice and should be the consumers responsibility. **Commissioner Elfering moved to approve the updated policy 4.4. Seconded by Commissioner Murdock. Carried, 2-0.**

9. Echo Community Benefit Plan Grants. Commissioner Elfering presented. The Echo Community Benefit Plan Committee met and recommended that these grants be awarded: 1) Echo Fire Department - \$20,000. for the purchase of a 42 HP Pump for a water tender; 2) Echo Fire Department - \$7,300. for a heavy duty front bumper for a wench, plus a sidewinder; 3) City of Echo Golf Course - \$22,093. for a new mower to replace the old one. **Commissioner Elfering moved to adopt Order No. BCC2018-079. Seconded by Commissioner Murdock. Carried, 2-0.**

10. Supplemental Budgets – Public Hearing. Robert Pahl presented. These are all 2018-2019 supplemental budgets that need considered and approved at this time. The Chair opened the public hearing. There were no questions or public input, and the public hearing was closed:
 - a) Sam Cook building Hermiston program – Increase in materials and services of \$6,000. and a decrease in contingency of \$6,000. **Commissioner Elfering moved to adopt Order No. Budget2019-33. Seconded by Commissioner Murdock. Carried, 2-0.**
 - b) STIF program requires an increase in State Revenue of \$600,000. and an increase in materials and services of \$600,000. **Commissioner Elfering moved to adopt Order No. Budget2019-35. Seconded by Commissioner Murdock. Carried, 2-0.**
 - c) Assessment & Taxation program requires an increase in local revenue of \$400,000 and increase in materials and services of \$400,000. **Commissioner Elfering moved to adopt Order No. Budget 2019-36. Seconded by Commissioner Murdock. Carried, 2-0.**
 - d) The Wind farm distribution program requires an increase in local revenue of \$380,000 and an increase in materials and services of \$380,000. **Commissioner Elfering moved to adopt Order No. Budget 2019-38. Seconded by Commissioner Murdock. Carried, 2-0.**
 - e) Courthouse facility program requires an increase in capital outlay of \$100,000 and a decrease in contingency of \$100,000. **Commissioner Elfering moved to adopt Order No. Budget2019-39. Seconded by Commissioner Murdock. Carried, 2-0.**
 - f) The NAIFA special projects program requires an increase in local revenue of \$5,000 and an increase in materials and services of \$5,000. **Commissioner Elfering moved to adopt Order No. Budget 2019-41. Seconded by Commissioner Murdock. Carried, 2-0.**

11. Budget Transfers. Robert Pahl explained there were three 2018-2019 budget transfers that need considered and approved at this time:
 - a) The parks program requires an increase in capital outlay of \$2,500 and a decrease in contingency of \$2,500. **Commissioner Elfering moved to adopt Order No. Budget2019-34. Seconded by Commissioner Murdock. Carried, 2-0.**
 - b) The CARE program requires an increase in materials and services of \$21,000. and a decrease in contingency of \$21,000. **Commissioner Elfering moved to adopt Order No. Budget2019-37. Seconded by Commissioner Murdock. Carried, 2-0.**

- c) The GIS equipment reserve program requires an increase in capital outlay of \$13,000. and a decrease in contingency of \$13,000. **Commissioner Elfering moved to approve adopt Order No. Budget2019-40. Seconded by Commissioner Murdock. Carried, 2-0.**

No Executive Session. No executive session.

Commissioner Reports. No Commissioner reports.

The meeting adjourned at 9:45 a.m.

Respectfully submitted,

Melvalee Carter

Acting Administrative Assistant, Umatilla County Board of Commissioners