

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of January 15, 2020
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

Commissioners Present: Chair John Shafer and Vice-Chair George Murdock
Absent: Commissioner Bill Elfering
County Counsel: Doug Olsen

Members and Guests Present: Robert Pahl, Chief Finance Officer; Tom Fellows, Public Works Director; Matt Kenny, Public Works-Survey Supervisor; Dan Lonai, Administrative Services Director; Mark Tanner, Facilities Manager; Bob Waldher, Planning Director; Gina Miller, Planning; Mike McHenry, County Solid Waste Advisory Committee-Chair; Staci Kunz, EO Business Source-Transit Consultant; Jonathan Lopez, Hermiston; Joseph Fiumara, UCo Health Director

CALL TO ORDER: Chair Shafer called the meeting to order at 9:00 a.m. He 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 in order to be heard on the record – also note if you are speaking on behalf of others. He noted there is a point for public input before business items for other than agenda items.

Pledge of Allegiance was led by Commissioner Murdock.

Awards/Correspondence/Recognition - none.

Minutes – Commissioner Murdock moved to approve the Board minutes from the meeting of 01/02/20. **Seconded by Commissioner Shafer. Carried, 2-0.**

Additions to Agenda – none.

Public Comments – none.

Business Items

1. **Irwin Road Transfer.** Presented by Matt Kenny, Public Works Surveyor Supervisor. This is regarding Stanfield’s development on the north side of Highway 395. The goal of the county, city, and ODOT is to transfer a portion of Irwin Road in city limits to the city for all purposes. The City has requested the transfer of jurisdiction of Irwin Road from the County to the City, and the transfer of the road jurisdiction is before the Board for approval. **Commissioner Murdock moved to adopt Order No. RD2020-002. Seconded by Commissioner Shafer. Carried, 2-0.**

2. **Airport Road Issuance of Bids.** Presented by Doug Olsen, County Counsel. The engineer finalized the construction drawings and bidder documents for the planned improvements to Airport Road. Action today is to formally authorize going out for bids and, after they are received and reviewed, a formal award of the construction project for Airport/Ott Roads will come back for approval. Commissioner Shafer asked Tom Fellows, Public Works Director, to comment. He agreed the plan is to go out for bid; come back, accept low bid and provide notice to proceed with the project. They are looking to begin construction the first part of March with completion before the 2020 Fair. Mr. Fellows is optimistic there are sufficient funds for East Airport Road; however, he doesn’t believe there is enough for Ott Road. Some bicycle path funds qualify for

use and a small amount will go to this road project. **Commissioner Murdock moved to approve. Seconded by Commissioner Shafer. Carried, 2-0.**

3. Clark Road. Mr. Kenny presented. The county received a petition from some adjacent property owners to vacate Clark Road. Action today is to set a hearing on the potential road vacation since less than all adjacent property owners signed the petition. **Commissioner Murdock moved to adopt Order No. RD2020-003. Seconded by Commissioner Shafer. Carried, 2-0.**
4. Solid Waste Committee Appointments. Presented by Gina Miller, Planning and staff liaison to SWAC. She introduced Mike McHenry as committee chair. Two members' terms on the Solid Waste Committee are expiring and they are available for reappointment (David Faux and Arne Swanson). **Commissioner Murdock moved to adopt Order No. BCC2020-002. Seconded by Commissioner Shafer. Carried, 2-0.** The Commissioners thanked Mr. McHenry for attending and for his service on the committee.
5. Coordinated Human Services Plan. Bob Waldher, Planning Director, presented. He introduced Staci Kuntz, Transit Coordinator through contract with EO Business Source. This is to update the Coordinated Human Services Plan, which was last done in 2016. Remaining STIF funds will be utilized to pay for the services. The state requires revision of the plan every three years and a full plan every five years. EOBS is the project manager and Staci Kuntz as STIF coordinator. Unspent/remaining STIF fund dollars from 2019 are allowed by ODOT to be used for the purpose of updating the plan. This is timely due to consolidation of funds from STF and STIF. To be eligible for grant funds, it must be part of a transit plan document – in this case it is the CHSP. Ms. Kuntz added it is a great opportunity for local representatives to make this update and focus on Umatilla County needs -- transit is important in rural areas. **Commissioner Murdock moved to approve the contract for the plan update in the amount of \$16,500. Seconded by Commissioner Shafer. Carried, 2-0.**
6. Justice Center Roof Replacement Contract. Presented by Mark Tanner, Facilities Manager. The Board earlier approved the issuance of a request for proposals for the replacement of the roof for the Justice Center. Two proposals were received. It is recommended to award the contract for roof repair at the Justice Center to the lowest proposal from Palmer Roofing. We need get on the schedule before rainy season starts again, but with work to be completed sometime after 7/1/20. The amount is \$520,850. **Commissioner Murdock moved to approve the contract. Seconded by Commissioner Shafer. Carried, 2-0.**
7. Access System Upgrades. Presented by Dan Lonai, Administrative Services Director. The matter is before the Board to award a contract with Uni-Tech Communications through a sole source exemption. The access system is an old system that controls the courthouse, Sheriff's Office (upstairs portion, not jail) and Stafford Hansell Government Center. The system is no longer supported by Microsoft (Windows XP) and our IT department cannot repair it any longer. All access points are useable Uni-Tech advises and they propose using that and the "brains" of the system. It would just be to connect with controlled access. Fob access would do away with actual keys since there is trouble keeping track of them. The fob system is electronic and easy to take care (activating/de-activating) of any issues that arise. IT would like to do this within this budget year – by June. It will require some door changes. Upon Commissioner Murdock's question to Robert Pahl, CFO, regarding budget needs, Mr. Lonai will coordinate with Uni-Tech and Mr. Pahl for timing and budget. **Commissioner Murdock moved to adopt Order No. BCC2020-007 (to have Uni-Tech (single seller) install the new system control and access points). Seconded by Commissioner Shafer. Carried, 2-0.**
8. Phone System Expansion. Presented by Mr. Lonai. The department is seeking another contract through an exemption for the bid process, this time for the phone system. The county phone system was upgraded a few years ago; now the IT department can handle changes; however, a few departments still have their own (separate) phone system (A&D, CDDP, Juvenile). Action would be to have phones installed to work with the

current system and connection to share costs. It will reduce the County phone bill for these departments, which costs about \$400 of which about \$250 would be paid back to the County for maintaining the current system. Cost savings will be offset with their needs. In addition, those departments must have fax numbers, which is a separate cost. The contract with Uni-Tech Communications to do the work is before the Board for approval. **Commissioner Murdock moved to adopt Order No. BCC2020-008 (to have Uni-Tech (single seller) to do the phone system work). Seconded by Commissioner Shafer. Carried, 2-0.**

9. Hospital Authority Board Appointments. Mr. Olsen presented. The terms of two members on the Hospital Authority Board expired last year. Recommendation is for appointment of Dr. Don Benschoter to replace Beth O'Hanlon (not eligible for reappointment), and reappointment of Don Daggett, who is willing and able to serve. **Commissioner Murdock moved to adopt Order No. BCC2020-004. Seconded by Commissioner Shafer. Carried, 2-0.**
10. Board Payable. Presented by Commissioner Murdock. The payable to the City of Pendleton is before the Board for approval. This is to split the cost of a lobbyist with the City of Pendleton for the FY19/20 legislative sessions. **Commissioner Murdock moved to approve payment in the amount of \$10,000 to the City of Pendleton. Seconded by Commissioner Shafer. Carried, 2-0.**
11. East Umatilla County Health District Ambulance. Presented by Commissioner Shafer. The district representative advised him its ambulance motor recently blew up. A new ambulance is needed, but the District does not have all of the funds. In light of that, the district is asking for a \$60,000 loan from the County with pay-back on regular schedule (rate of at least \$10,000/year until reimbursed in full). **Commissioner Murdock moved to approve the loan. Seconded by Commissioner Shafer. Carried, 2-0.**
12. Grant Support Letter. Presented by Commissioner Shafer. The Pendleton Friends of the Library have requested a support letter for its grant application to the Oregon Community Foundation for new technology that will enhance the library's ability to manage inventory and for patrons' increased convenience. Nearly half of the \$75,000 purchase price has been raised. **Commissioner Murdock moved to approve the letter of support. Seconded by Commissioner Shafer. Carried, 2-0.**

Executive Session – none.

Commissioners' Reports

Commissioner Murdock advised the new AOC Executive Director is Gina Nikkel. He was part of the selection committee that met over several months. She will start March 16.

He has visited with five different legislators during legislative day at Salem. There is an interesting undercurrent where cap and trade continues to emerge as a hot button topic. He feels a session is forthcoming.

Commissioner Shafer expressed appreciation to the maintenance staff for snow removal – early hours. He then reminded all of the Pendleton Chamber First Citizens banquet on Friday, January 17, and also that Commissioner Murdock's reign as 2018 man of the year is ending.

The meeting adjourned at 9:26 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners