

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of April 19, 2022
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

Commissioners Present: Chair John Shafer, Vice-Chair Dan Dorran, and Commissioner George Murdock

County Counsel Doug Olsen

Guests Present: Michael Ward, Umatilla Basin Watershed Executive Director; Robert Pahl, Chief Finance Officer; Jennifer Blake, Human Resources; Bob Waldher, Planning Director; Digna Moreno, Juvenile Services Coordinator; Tom Fellows, Public Works Director; Teddy Orr, Public Works-Noxious Weed Supervisor; Dan Lonai, Administrative Services Director; Mark Tanner, Facilities Manager

Video link or Calling in: (see list of attendance, copy on file)

CALL TO ORDER: Chair Shafer called the meeting to order at 9:00 a.m. He thanked all for attending a day earlier. The change was due to Budget Committee meetings on 4/20 and 4/21. He reminded all that the meeting is a public forum and there is a call-in option provided. There is time on the agenda to provide input (or for hearings) to provide comment. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are now live-streaming. Comments will become part of the meeting record. If persons wish to speak before the Board, please 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.

Pledge of Allegiance

Minutes – Commissioner Dorran moved to approve the minutes of the 4/6/22 meeting. Seconded by Commissioner Murdock. Carried 3-0.

Awards/Correspondence/Recognitions. – none.

Additions to Agenda – none.

Public Comments – none.

Business Items

1. **Umatilla Basin Watershed Council Presentation.** Michael Ward, Executive Director. It is great to be back in person. He invited all to the Pendleton river parkway cleanup on 4/22 – please spread the word volunteers are needed. There will be a tree give away as well. He gave a brief update on the bridge culvert replacement. Design is at 33%; he’s been working closely with Tom Fellows. The project will be done in 2023 if all goes according to plan. Funding for implementation requires match of 50%. The new bridge and removal of two fish barriers are on a statewide priority list. County-contributed money is dedicated to the project with fundraising. The council will be looking at the next project and he will report on it soon. There are about six more projects with fish passage issues. He appreciates the good partnership with county. Commissioner Murdock asked about the location of Stanley Creek. Mr. Ward; it’s off Yellow Jacket Road and Birch Creek where floods took out some culverts there.
2. **Camas Prairie Cowboy Convention Permit.** Teddy Orr, CPCC Treasurer, and Karl Jensen, President. A permit for an outdoor mass gathering has been applied for with the Planning Department for the Camas Prairie

Cowboy Convention's scheduled 2-day event, June 24 and 25, 2022. Expected attendance is about 600 people per day. Approval is sought for the permit. **Motion was made by Commissioner Murdock to approve. Seconded by Commissioner Dorrn. Carried, 3-0.**

3. Planning Commission Appointments. Presented by Mr. Olsen. There are three available positions on the Planning Commission. After advertising and interviews, those recommended for appointment are Emery Gentry, Jodi Hinsley, and John Standley. In addition, a number of terms on the commission have expired and their reappointments are recommended (Suni Danforth, Tamara Green, Samuel Tucker, Tammie Williams, and Donald Wysocki. **Commissioner Dorrn moved to adopt Order No. BCC2022-024. Seconded by Commissioner Murdock. Carried, 3-0.**
4. Solid Waste Committee Appointments. Presented by Mr. Olsen. The terms of two members on the Solid Waste Committee have expired. Both are eligible for reappointment. The reappointments of Klaus Hoehna and Michael McHenry are before the Board for approval. **Commissioner Dorrn moved to adopt Order No. BCC2022-023. Seconded by Commissioner Murdock. Carried, 3-0.**
5. Nolin (Mac Hoke) Bridge. Commissioner Dorrn presented. The inspection of Nolin Bridge on Mac Hoke Road on May 12, 2021 found that the bridge was not structurally sound, could not be used and it was closed that day. The bridge needed to be replaced. The abutments had been damaged in one of the recent flooding events. The cost of replacement is approximately \$1.6 million. Funding for the project has been sought, and an ODOT Immediate Opportunity Fund Grant has been awarded. The grant will pay for one-half of the cost. Replacing the bridge is a priority with safety issues, a death and accidents. Commissioner Murdock noted a potential conflict. Mr. Olsen advised that the potential conflict is part of the record, and he could participate and vote. **Motion was made by Commissioner Dorrn to approve the Nolin Bridge replacement project and authorize signing of an agreement. Seconded by Commissioner Murdock. Motion carried, 3-0.**
6. Culvert Pipe Purchase. Presented by Tom Fellows, Public Works Director. Approval is requested to purchase for restock the Public Works' culvert pipe inventory. A lot of culverts have been used in the last year. Responses from three vendors were received upon issuing a request for quotes. Recommendation is made to purchase from the lowest bidder, Eastern Oregon Rental & Sales in the amount of \$62,281.07. Culvert prices have doubled in the last 12 months, as well as bridge materials and lumber suppliers where many businesses, in the meantime, have gone out of business. Across the board, his department is starting to feel the pinch. This is not to mention that fuel prices have gone way up. He wants to keep supplies on hand to have them available and the budget is there. **Commissioner Dorrn moved to approve the purchase as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
7. Asphalt Distributor Purchase. Presented by Mr. Fellows. Approval is requested to purchase a used asphalt distributor. One response was received upon issuing a request for proposals. He was thinking about using current equipment for one more year looking forward but, unfortunately, it was discovered the crankcase was full of antifreeze. It is a piece of 1997 equipment used since 2004. The recommendation is made to award the contract to David Doolittle (out of Snoqualmie, WA) in the amount of \$75,000 for a 2008 Peterbilt with mounted Bearcat asphalt distributor. **Commissioner Dorrn moved to approve the purchase. Seconded by Commissioner Murdock. Carried, 3-0.**
8. School Paving Project. Presented by Mr. Fellows. The Athena–Weston School District is requesting the Public Works Department to do a paving project on a reimbursement basis. The school driveways are in need of paving (currently it's gravel). The estimated cost for the project is \$26,100. The project is before the Board for review and approval and it will be reimbursed by the school district. **Commissioner Dorrn moved to approve the project as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
9. Drilling and Blasting Contract. Presented by Mr. Fellows. Approval is requested to blast/drill the Simpson gravel pit. Proposals were received from two vendors. It is recommended to accept the lower bid from Aggregate Resource Industries at \$3.65/cubic yard. **Commissioner Murdock moved to approve the contract as outlined. Seconded by Commissioner Dorrn. Carried, 3-0.**

10. Thorn Hollow Bridge. Presented by Mr. Fellows. The County issued an invitation to bid for the removal of the Thorn Hollow Bridge on the Umatilla River. Bids were received from two companies as set out in a letter from Anderson Perry Engineers. The goal is to get in the in-stream window this summer and working hard to get it done this year. The recommendation is to award the contract to the lower bid submitted by Harry Johnson Plumbing and Excavation in the amount of \$569,999.40. Chair Shafer commented this is a big priority in the county. **Commissioner Murdock moved to award the contract for bridge removal as outlined. Seconded by Commissioner Dorrان. Carried, 3-0.**
11. Juvenile Reclassifications. Presented by Digna Moreno, Juvenile Services. Approval is requested for a proposal to reclassify two of the four vacant Probation Counselor positions: reclassify a Probation Counselor to Probation Counselor Assistant position, and reclassify a second position to an office assistant III position. She commented on prior board action, but staffing changed with the COVID outbreak. She will be monitoring the need for services. She's down four staff and on Thursday, one more position will be vacant. Interviews are set for May; she's hopeful to get positions filled. The proposal will result in a reduction of costs to the General Fund. **Commissioner Dorrان moved to approve the reclassification of two probation counselor positions as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
12. Assessor Maps Conversion. Presented by Rachael Reynolds, A&T (and GIS) Director. 1,132 Assessor Maps were not included in the original conversion of GIS data from GeoMedia to ESRI. This request would convert the maps from GeoMedia into ESRI and be State Standard quality. A proposal from ProWest to complete conversion is \$24,788.00. There is a possibility to receive a grant from ORMAP, which application has already been submitted. This was same process for the conversion of data from GIS to ESRI system. **Commissioner Murdock moved to approve the project and funding as outlined. Seconded by Commissioner Dorrان. Carried, 3-0.**
13. Maintenance Payable. Mark Tanner, Facilities Manager, presented. Approval is sought for payment to Tum a Lum Lumber Company of \$6,127.38 for work and materials on the new maintenance facility mainly, but also for some general maintenance items. Costs have gone up like with other things. **Commissioner Murdock moved to approve payment as outlined. Seconded by Commissioner Dorrان. Carried, 3-0.**
14. Maintenance Facility Insulation. Mr. Tanner presented. A request for proposals was issued for insulation of a portion of the new maintenance facility. Only one proposal was received. Two other companies did not put in (although calls were made to them). It is recommended to approve the contract with Home Insulation and Associates in the amount \$10,473. **Commissioner Dorrان moved to approve the contract as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
15. Sheriff's Office Vehicles. Undersheriff Littlefield presented. The Sheriff's Office has two surplus vehicles that the City of Pilot Rock has requested to purchase. The vehicles are 2019 Ford Explorer Interceptors with 47,434 and 66,211 miles and equipped with police equipment. A value for the vehicles has been determined through the leasing company at \$45,000 for both. This would be good for Pilot Rock as well as the county. The county wants to help local entities. The potential sale is before the Board for approval. **Commissioner Dorrان moved to approve sale of the two vehicles as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
16. County Branding Recommendation. Commissioner Dorrان presented. A committee was formed and has met over the last several months. The goal was to select a logo for the county. He thanked all for participation and to the departments who allowed their attendance. Umatilla County's image and reputation are critical to our ability to achieve goals and to build and maintain a clear, consistent identity. The adoption and use of the logo will strengthen our value and is key to communicating services and transparency for our residents and businesses. The next step would be a process for transition and budget over the next few years. Commissioner Murdock commented about adaptability to all departments. Commissioner Dorrان advised there will be a

policy in place about the consistency of use of the logo/brand. **Commissioner Dorrان moved to approve and adopt an official County logo. Seconded by Commissioner Murdock. Carried, 3-0.**

17. Water Resources Agreement. Commissioner Dorrان presented. The agreement with Oregon Water Resources Department for county funding will be expiring on June 30, 2022. The department has proposed a new agreement with the main change being location of position funded. Rather than being for the Walla Walla Sub-basin, there will be a minimum of 50% in the sub-basin, with the other time used on a county-wide basis, making a full-time watermaster in Milton-Freewater. **Commissioner Dorrان moved to approve the agreement with modifications. Seconded by Commissioner Murdock. Carried, 3-0.**
18. Board Schedule. Presented by Mr. Olsen. Due to a number of upcoming conferences, several Board meetings will not have a quorum available. The second Board meetings in May, June, and July will need to be rescheduled: May 18 to May 24; June 15 to June 29; and July 20 to July 19. **Commissioner Dorrان moved to approve rescheduling Board meetings as outlined. Seconded by Commissioner Murdock. Carried, 3-0.**
19. Echo Community Benefit Plan Grant. The Echo CBP board is recommending funding of a grant for the plan year 2022. Approval is sought for the grant award to Echo Rural Fire Protection District of \$5,199. **Commissioner Murdock moved to adopt Order No. BCC2022-021. Seconded by Commissioner Dorrان. Carried, 3-0.**
20. Fair Housing Resolution. Presented by Mr. Olsen. As part of the application for Community Development Block Grant funding (previously approved Food Bank project), the county must update and reaffirm its resolution on Fair Housing in the county. The resolution is before the Board for review and adoption. In response to Commissioner Dorrان about the definition, Mr. Olsen advised this is for anything that might come up for housing in the county – not just limited to that project. **Commissioner Dorrان moved to adopt Order No. BCC2022-025. Seconded by Commissioner Murdock. Carried, 3-0.**
21. CDA Contribution. Presented by Commissioner Shafer. As part of the conditions for the Columbia Development Authority to acquire the former depot property, the Department of Army will be receiving \$1,000,000. The possible source for that money will be the sale of a portion of the depot, which may take some time. To facilitate the transfer, three of the entities that formed the CDA (the two counties and the CTUIR) are seeking to advance the funds and will be reimbursed from the sale proceeds. The county contribution of \$333,333 is before the Board for approval. **Commissioner Shafer moved to approve payment as outlined. Seconded by Commissioner Dorrان. Carried, 3-0.**
22. Budget Committee Appointment. Presented by Mr. Olsen. Marie Linnell was appointed to the Umatilla County Budget Committee to serve the remainder of an unexpired term. The term has expired, and she is eligible for reappointment for two new terms. **Commissioner Murdock moved to adopt Order No. BCC2022-022. Seconded by Commissioner Dorrان. Carried, 3-0.**
23. Supplemental Budgets – Public Hearing. Chair Shafer opened the public hearing at 9:44 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were three supplemental budgets, Budget Orders numbers: 2022-43, (Healthy OR Modernization East) requires increases in State Revenue of \$411,707, in Federal Revenue of \$25,000, in Personnel Services of \$116,877, in Materials & Services of \$12,067, and in Contingency of \$307,763. 2022-53 (CARE Program) requires increases in Local Revenue of \$143,500, in Personnel Services of \$131,500, and in Materials & Services of \$12,000. 2022-55 (Public Health Reserve) requires increases in Transfers In of \$1,500,000 and in Contingency of \$1,500,000.

Chair Shafer asked for public comments or questions. There were none. Chair Shafer closed the public hearing at 9:45 a.m. Deliberations. None.

In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/22:

Commissioner Dorrان moved to adopt Budget Order No. 2022-43 (Program 5517 – Healthy Oregon Modernization East). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Dorrان moved to adopt Budget Order No. 2022-53 (Program 5254 – CARE). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Dorrان moved to adopt Budget Order No. 2022-55 (Program 9191 – Public Health Reserve). Seconded by Commissioner Murdock. Carried, 3-0.

24. Budget Transfers. The staff report was presented by Mr. Pahl. There were two budget transfers, Budget Orders numbers: 2022-54, (Communicable Disease Program) requires an increase in Transfers Out of \$1,500,000 and a decrease in Contingency of \$1,500,000. 2022-56 (Dispatch Reserve Program) requires an increase in Materials & Services of \$40,000 and a decrease in Contingency of \$40,000.

In the matter approving Budget Transfers pursuant to ORS 294.463 for FY ending 6/30/22:

Commissioner Dorrان moved to adopt Budget Order No. 2022-54 (Program 5513 – Communicable Disease). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Dorrان moved to adopt Budget Order No. 2022-56 (Program 1519 – Dispatch Reserve). Seconded by Commissioner Murdock. Carried, 3-0.

Executive Session – none.

Commissioner Reports

Commissioner Shafer noted long-time Mayor of Stanfield, Tom McCann, passed away over the weekend. He noted many things he was part of and contributed to. Tom McCann will be missed. Condolences to his family.

Adjourned at 9:49 a.m.

Melinda Slatt

Executive Secretary – Board of Commissioners