

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**

Meeting of March 17, 2021  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon  
*Public Call in #: 541-728-0275*

\*\*\*\*\*

**Commissioner Present:** Chair George Murdock  
**Commissioners attending remotely:** Vice-Chair John Shafer, and Commissioner Dan Dorran  
**County Counsel:** Doug Olsen  
**Guests Present:** None  
**Video link or Calling in:** Jennifer Blake, Human Resources Director; Marie Simonis, Assistant Director of Finance; Dan Lonai, Administrative Services Director; Planning: Bob Waldher, Director; Gina Miller, staff liaison to Solid Waste Advisory Committee; Staci Kunz, EO Business Source-STIF Coordinator; UCSO: Undersheriff Jim Littlefield, Capt. Dave Williamson [+ *see list of video or call-in, copy on file*].

\*\*\*\*\*

CALL TO ORDER: Chair Murdock called the meeting to order at 9:00 a.m. He reminded all that the meeting is a public forum and there is a call-in option provided. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are 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. He noted there is a point for public input before business items for other than agenda items.

**Pledge of Allegiance**

**Awards/Correspondence/Recognition.** Commissioner Dorran recognized Sheriff Rowan’s recent appointment by the Governor to the Public Safety Standards & Training board.

**Minutes** – Commissioner Shafer moved to approve the Board minutes from the meeting of 3/3/21. Seconded by Commissioner Dorran. Carried, 3-0.

**Additions to Agenda** – none.

**Public Comments** – none.

**Business Items**

1. **ASA Boundary Changes.** Doug Olsen presented. Two properties are requested to change Ambulance Service Areas. The request is being made to move from current provider to be served by Umatilla County Fire District #1. Chair Murdock called the public hearing to order at 9:06 a.m. **Motion was made by Commissioner Dorran to adopt Ordinance 2021-022. Seconded by Commissioner Shafer.** Before the vote, more information was provided from Scott Stanton, Fire District #1 Chief (video link). [A map depicting the subject areas was projected on the monitors.] He elaborated the properties are within the boundaries of the fire district but are served by other providers. Approximately 605 acres will be moved from the Pendleton ASA area to the Hermiston/Umatilla ASA area and 906 acres moved from the Athena ASA area to the Hermiston/Umatilla ASA. In summary, it is the closest station and can provide the fastest response. This will not impact property taxes or revenue to districts, just which provider will respond.

Commissioner Shafer wanted to be sure the 911 center gets notice of the boundary change when available. Mr. Olsen confirmed that will happen.

Chair Murdock asked for any in favor who hadn't spoken? None were heard. He asked for any against/opposed? None were heard. He closed the public hearing at 9:10 a.m. **The motion carried, 3-0.**

2. Solid Waste Disposal Site. Presented by Bob Waldher, Planning Director. JSH Farms applied for a solid waste disposal site permit with DEQ for a composting operation located on their own property. The next step in order to go through the required process for new disposal sites is to comply with the local solid waste management plan. At the Solid Waste Committee's meeting held March 15, the committee met via video conference and recommended approval. There was no opposition to the proposal. **Motion was made by Commissioner Shafer to approve.** In response to a question, Mr. Waldher advised the disposal site qualifies for farm use and other farmers can use it as well. **Seconded by Commissioner Dorrان. Carried, 3-0.**
3. STIF Plan Update. Presented by Staci Kunz, Transit Coordinator. Due to un-programmed carryover of formula funds from the FY19-21, Umatilla County will have additional funds available. The proposal is to increase the amount of System Sustainability Projects on the Umatilla County Statewide Transportation Improvement Formula Fund Plan for FY 2022-2023 biennium by the carryover funds. The project fund amount will increase by \$200,000, for a total of \$575,000. If there are additional projects that need funding during FY22-23, different providers could access the funds from this source. The System Sustainability project is an established investment fund to provide financial security in the event of an economic downturn and to leverage capital and operating. **Motion was made by Commissioner Dorrان to approve the new amount of \$575,000 for the System Sustainability Project for the county's Statewide Transportation Improvement Formula Fund Plan for FY 2022- 2023 biennium and to adopt Order No. BCC2021-023. Seconded by Commissioner Shafer.** In response to Commissioner Dorrان, Ms. Kunz explained an investment fund was created for possible economic downturn. Projects eligible would have to be already approved STIF projects. This is increase to that only one sustainability item. Such requests would have to come before the committee to consider the funding award. **Carried, 3-0.**
4. BOPTA Summary of Actions. Presented by Dan Lonai, Administrative Services Director. The Board of Property Tax Appeals held hearing on the tax appeals on March 4, 2021, and the summary of its action is before the Commissioners for review and approval. Of 23 appeals filed, 2 were withdrawn, and 9 went before the board. Four had amounts reduced. This is for acceptance. **Motion was made by Commissioner Shafer to adopt Order No. BCC2021-022. Seconded by Commissioner Dorrان. Carried, 3-0.**
5. Fair Payable. Approval is sought to pay \$9,000 as deposit to Velasco Used Car Sales for entertainment at the August, 2021 Fair. The total amount of the payable is \$9,000 with final payment for the entertainment due at the time of performance. **Motion was made by Commissioner Dorrان to approve the payable. Seconded by Commissioner Shafer. Carried, 3-0.**
6. Public Health Payable. Chair Murdock presented. Approval is sought to pay \$6,000 to Eagle Media Group for COVID radio ads. **Motion was made by Commissioner Shafer to approve the payable. Seconded by Commissioner Dorrان. Carried, 3-0.**
7. CDDP Payable. Kim Weissenfluh, Community Developmentally Disabled Program Manager, presented. Approval is sought to pay \$26,785 to United Access for a modification to make vehicles accessible for use. It will be reimbursed by the state, but invoice must be paid first. This doesn't include the vehicle, it is for modification only, which is very expensive (accessibility outfitting). **Motion was made by Commissioner Shafer to approve the payable. Seconded by Commissioner Dorrان. Carried, 3-0.**
8. Property Auction. Presented by Mr. Olsen. Authorization is sought to conduct the annual auction (Sheriff's Sale) to sell property foreclosed on for delinquent property tax. Twenty-two properties throughout the county

are available for sale. The date of the proposed auction is 5/4/21. **Motion was made by Commissioner Dorrان to adopt Order No. TX2021-01. Seconded by Commissioner Shafer. Carried, 3-0.**

9. Sale of Property. Presented by Mr. Olsen. Authorization is sought for the re-sale of property foreclosed on for delinquent property tax. After the county took title, the current occupants provided documentation that they purchased the property through an unrecorded contract and were not aware of the delinquent property taxes until recently. As provided under state law, the Board of Commissioners has the discretion to sell the property back to an unrecorded contract purchaser for an amount not less than the amount of property taxes that were delinquent. In this case, the amount is approximately \$5,000. The county has received the request to repurchase the property for that amount. **Motion was made by Commissioner Shafer to adopt Order No. TX2021-02. Seconded by Commissioner Dorrان.** In response to Commissioner Dorrان's question, Mr. Olsen explained the contract was a bill of sale for manufactured structure + land (two of them). The current owner cashed out the previous owner and were making payments on a trust deed on the property. **Carried, 3-0.**
10. River Road Utility. Presented by Tom Fellows, Public Works Director. As part of the Umatilla River Road project, utilities within the road right of way need to be relocated. The project is just North of 11<sup>th</sup> street. Once construction starts, excavation will cut the lines and service. Notice went to utilities in the subject area, along with a request to remove prior to start of construction. Despite notice and a deadline, one utility will be unable to do so until possibly May, which is beyond the timeframe. Completion of the project is to be done by the end April. The Board is requested to order relocation as provided by state statute and to declare the failure to move utilities a public nuisance and authorize abatement. The plan by the utility is to lay a new line outside the new paved area and abandon the existing line. **Motion was made by Commissioner Dorrان to adopt Order No. RD2021-001. Seconded by Commissioner Shafer.** In response to Commissioner Dorrان's question, Mr. Fellows explained the current utility crosses over to north of the existing project and then runs to the west side of the road. The utility will continue down the east side to 11<sup>th</sup> and cross there. Moving the utility works better for them in the long term. They need to move the project forward, but if not, the utility would be liable for liquidated damages to the contractor. Mr. Olsen added, the utility will abandon in place and put a new one in through boring. **Carried, 3-0.**
11. Vehicle Lease. Presented by Undersheriff Littlefield. The request is before the Commissioners to proceed with lease of one Jeep Grand Cherokee needed to replace an old vehicle in the fleet. It will include equipment (i.e. computer mount and power inverter) at a cost of \$15,260 per year for two years. **Motion was made by Commissioner Dorrان to approve. Seconded by Commissioner Shafer.** Commissioner Dorrان asked if funds were set aside in this year's budget. Marie Simonis, Assistant Director to Finance, answered: leasing is budgeted per year; if it is an annual payment it is in this fiscal year. If it is for the entire year, it would be expensed in that year. **Carried, 3-0.**
12. Emergency Leave Policy Update. Presented by Jennifer Blake, Human Resources Director. On 4/1/20, the county implemented a COVID-19 Emergency Leave Policy, which was in response to changes in federal law, with a limited time factor, to provide sick leave for COVID-19 issues. The policy was to be effective until 12/31/20. The federal policy has been extended by Congress now until 9/30/21. The proposal is to extend the county policy through 6/30/21 and Board approval is requested. **Motion was made by Commissioner Shafer to approve Amended Policy 4.3(b) for COVID-19 Emergency Leave Policy. Seconded by Commissioner Dorrان. Carried, 3-0.**
13. Supplemental Budgets – Public Hearing. Chair Murdock opened the public hearing at 9:26 a.m. The staff report was presented by Ms. Simonis, Assistant Director of Finance. There were seven supplemental budgets, Budget Orders numbered: Order 2021-31 (General County Program) requires an increase in Transfers Out of \$335,000 and a decrease in Contingency of \$335,000. Order 2021-32 (STIF Program) requires an increase in Materials & Services of \$80,000 and a decrease in Contingency of \$80,000. Order 2021-33 (Human Services

– SE66) requires increases in State Revenue of \$45,000 and in Materials & Services of \$45,000. Order 2021-34 (Human Services – Alcohol, Drug, & Gambling Services) requires increases in State Revenue of \$96,000, in State Revenue of \$ 85,000, in Materials & Services of \$112,000, and in Contingency of \$69,000. Order 2021-35 (Economic Development Reserve) requires increases in Transfers In of \$300,000 and in Contingency of \$300,000. Order 2021-37 (Assessment & Taxation) requires increases in Beginning Cash Balance of \$50,000, in Local Revenue of \$145,000, and in Materials & Services of \$195,000. Order 2021-38 (Court Security Program) requires increases in Transfers In of \$35,000 and in Personnel Services of \$35,000.

Chair Murdock asked for public comments or questions. With none being heard, Chair Murdock closed the public hearing at 9:30 a.m. Deliberations. None.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/21:**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-31 (Program 9001 – General Fund-General County). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-32 (Program 1014 – STIF Program). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-33 (Program 5421 – Human Services-SE66). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-34 (Program 5487 – Human Services-Alcohol Drug & Gambling Services). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-35 (Program 1029 – Economic Development Reserve). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-37 (Program 3059 – Assessment & Taxation). Seconded by Commissioner Shafer. Carried, 3-0.**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-38 (Program 9079 – Court Security Program). Seconded by Commissioner Shafer. Carried, 3-0.**

14. Budget Transfers. Presented by Ms. Simonis. There was one budget transfer: Budget Order 2021-36 (Community Services Development Program) requires an increase in Materials & Services of \$15,000 and a decrease of \$15,000 in Contingency.

**In the matter approving a Budget Transfer pursuant to ORS 294.463 for FY ending 6/30/21:**  
**Commissioner Dorrان moved to adopt Budget Order No. 2021-36 (Program 5260 – Community Development Services). Seconded by Commissioner Shafer. Carried, 3-0.**

15. County Management Letter. Presented by Commissioner Shafer. At an Eastern Oregon Counties Association meeting earlier this week, chair Paul Anderes brought for action a letter addressed to Governor Brown, Pat Allen (OHA), and Andrew Phelps (OEM) requesting that COVID-19 incident management be returned to the local level. He read the letter in its entirety, which set out policy and intent to respond to emergencies at the local level. Responding to Chair Murdock’s question, Commissioner Dorrان didn’t know how many counties are likely to sign on. Chair Murdock felt it likely would be primarily rural counties, but would like to know. **Motion was made by Commissioner Shafer to approve the support and signing of the letter. Seconded by Commissioner Dorrان. Carried, 3-0.**

Executive Session – none.

Commissioners’ Comments - none.

The meeting adjourned 9:40 a.m.

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