

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

Meeting of May 19, 2021  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon  
*Public Call in #: 541-728-0275*

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

**County Counsel:** Doug Olsen

**Staff/Guests Present:** Robert Pahl, Chief Finance Officer

**Video link or Calling in:** Jennifer Blake, Human Resources Director; Dan Lonai, Administrative Services Director; Tom Fellows, Public Works Director; Capt. Thoren Hearn, Sheriff's Office [*+ see list of video or call-in, copy on file*].

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

**Pledge of Allegiance**

**Minutes** – Commissioner Dorran moved to approve the Board minutes from the meeting of 5/5/21. Seconded by Commissioner Shafer. Carried, 3-0.

**Awards/Correspondence/Recognition**. None

**Public Comments** – none

**Additions to Agenda** – none.

**Business Items**

1. **Supplemental Budgets – Public Hearing**. Chair Murdock opened the public hearing at 9:09 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were 16 supplemental budgets, Budget Orders numbered: Order 2021-47 (Public Health Reserve) requires increases in State Revenue of \$1,200,000 and in Contingency of \$1,200,000. Order 2021-52 (General Fund: Surveyor) requires increases in Local Revenue of \$15,000, in Materials & Services of \$2,000, and in Contingency of \$13,000. Order 2021-54 (Dispatch) requires increases in Transfers In of \$20,000 and in Materials & Services of \$20,000. Order 2021-55 (General Fund – General County) requires increases in Transfers Out of \$29,000 and a decrease in Contingency of \$20,000. Order 2021-56 (Foreclosed Property) requires increases in Beginning Cash of \$126,000 and in Materials & Services of \$126,000. Order 2021-58 (Human Services – SE66 IDPF) requires increases in Beginning Cash Balance of \$32,000, in Materials & Services of \$5,000, and in Contingency of \$27,000. Order 2021-59 (Human Services: SE80 Gamble Prevention) requires increases in Beginning Cash Balance of \$12,000, in State Revenue of \$19,000, in Materials & Services of \$6,000, and in Contingency of \$25,000. Order 2021-60 (Human Services – Mental Health Administration) requires increases in State Revenue of \$200,000 and in Materials & Services of \$200,000. Order 2021-62 (Emergency Management Grant Program) requires increases in Transfers In of \$15,000 and in Materials & Services of \$15,000.

Order 2021-63 (General Fund: General County) requires an increase in Transfers Out of \$15,000, and a decrease in Contingency of \$15,000. Order 2021-65 (On-Site Septic) requires increases in Beginning Cash Balance of \$43,000, in Materials & Services of \$10,000, and in Contingency of \$33,000. Order 2021-66 (Court Security Program) requires increases in Transfers In of \$15,000, in Personnel Services of \$10,000, and in Materials & Services of \$5,000. Order 2021-67 (General Fund – General County) requires an increase in Transfers Out of \$15,000 and a decrease in Contingency of \$15,000. Order 2021-68 (Facilities Reserve) requires increases in Beginning Cash Balance of \$100,000 and in Capital Outlay of \$100,000. Order 2021-69 (Inmate Welfare (Commissary) Program) requires increases in Local Revenue of \$30,000 and in Materials & Services of \$30,000. Order 2021-71 (Fleet Management Program) requires increases in Beginning Cash Balance of \$240,000, in Materials & Services of \$15,000 and in Contingency of \$225,000.

Chair Murdock asked for public comments or questions. There were none. Chair Murdock closed the public hearing at 9:14 a.m. Deliberations. None.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/21: Commissioner Dorran moved to adopt Budget Order No. 2021-47 (Program 9191 – Public Health Reserve). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-52 (Program 4564 – Surveyor). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-54 (Program 1509 – 911 Dispatch). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-55 (Program 9001 – General County). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-56 (Program 3017 – Foreclosed Property). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-58 (Program 5422 – SE65 IDPF). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-59 (Program 5424- SE80 Gambling Treatment). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-60 (Program 5488 – Mental Health Administration). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-62 (Program 1585 – Emergency Management Grant). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-63 (Program 9001 – General County). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-65 (Program 5514 – On-Site Septic Program). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-66 (Program 9079 – Court Security). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-67 (Program 9001 – General County). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-68 (Program 9040 – Facilities Reserve). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-69 (Program 1586 – Inmate Welfare (Commissary)). Seconded by Commissioner Shafer. Carried, 3-0.**

**Commissioner Dorran moved to adopt Budget Order No. 2021-71 (Program 9076 – Fleet Management). Seconded by Commissioner Shafer. Carried, 3-0.**

2. Budget Transfers. Presented by Mr. Pahl. There were seven budget transfers: Budget Order 2021-50 (General Fund: Victim Witness Program) requires an increase in Materials & Services of \$5,000 and a decrease of \$10,000 in Contingency. Order 2021-51 (General Fund: Computer Information Services

Program) requires an increase in Materials & Services of \$50,000 and a decrease of \$50,000 in Contingency. Order 2021-53 (General Fund: Health Department) requires an increase in Materials & Services of \$60,000 and a decrease of \$60,000 in Contingency. Order 2021-57 (Human Services: SE66) requires an increase in Materials & Services of \$25,000 and a decrease of \$25,000 in Contingency. Order 2021-61 (Human Services: Developmental Disabilities) requires an increase in Materials & Services of \$51,000 and a decrease of \$51,000 in Contingency. Order 2021-64 (Community Services Development) requires an increase in Materials & Services of \$30,000 and a decrease of \$30,000 in Contingency. Order 2021-70 (GIS: Equipment Reserve) requires an increase in Materials & Services of \$2,000 and a decrease of \$2,000 in Contingency.

**In the matter approving a Budget Transfer pursuant to ORS 294.463 for FY ending 6/30/21:**

**Commissioner Shafer moved to adopt Budget Order No. 2021-50 (Program 2050 – Victim Witness Program). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-51 (Program 3522 – Computer Information Services). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-53 (Program 5534 – Health Department). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-57 (Program 5421 – SE66 Treatment). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-61 (Program 5490 – Developmental Disabilities). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-64 (Program 5260 – Community Services Development). Seconded by Commissioner Dorrnan. Carried, 3-0.**

**Commissioner Shafer moved to adopt Budget Order No. 2021-70 (Program 3030 – GIS Reserve). Seconded by Commissioner Dorrnan. Carried, 3-0.**

3. Election Payable - Envelopes. Presented by Dan Lonai, Administrative Services Director. A payable is before the Board for approval. Since this is over \$5,000, the Board needs to approve payment. This is the May election cost for printing, stuffing, and postage for 47,000 ballots plus mailing out directly from Portland. This provides for a more streamlined service. It is a yearly routine and budgeted expense for conducting an election. **Motion was made by Commissioner Shafer to approve the payable to BMS Technologies in the amount of \$6,149.60. Seconded by Commissioner Dorrnan. Carried, 3-0.**
4. Road Improvement Program. Presented by Commissioner Dorrnan. This is repackaging of a historical program; funds were already available. It allows public works, when asked by property owner, for a method and mechanism to secure backing funding for a period of 10 years to get roads hardscaped, similar to a local improvement district, but without the need to form the district. He explained requirements - request, timing schedule, all property owners sign agreement, etc. This is not an LID; it is strictly in-house for road improvements specifically. Mr. Olsen elaborated. Primarily, the road department has contracted for a number of years to allow property owners/neighbors to pay for the cost to improve a county road. This proposal is to provide an option for the County to carry a contract on the cost vs. paying up front, with up to 10 years to repay it. If not paid, structure would be in place for a lien on property to foreclose – similar to a local improvement district.

Commissioner Murdock asked about a few years back, if McKinney road in Hermiston could have used this program. Tom Fellows, Public Works Director didn't believe that road would have qualified as it was a public road, not a county road. In addition, a proposal was discussed a few weeks back about the potential to open up the ability to participate in doing road improvements without a huge bill every year. This year a number of agreements have gone through – four are currently signed and there is one more potentially happening. **Motion was made by Commissioner Dorrnan to approve.** He also thanked Mr. Fellows for his assistance in moving this program forward. **Seconded by Commissioner Shafer. Carried, 3-0.**

5. X-ray Scanner. Capt. Thoren Hearn, UCSO, presented. The Sheriff's Office is seeking approved to purchase an x-ray scanner for security at the Stafford Hansell Government Center. This is to increase safety and security at the Stafford Hansell building in Hermiston (the same scanner as the one in Pendleton). It has a 5-year warranty. With agreement between state courts, the full amount would be reimbursed through the state in the amount of the purchase = \$38,316 -- based off a GSA contract. Mr. Pahl commented about appreciation for state courts agreeing to pay for this new x-ray machine, but what about setting up security on main floor at the Stafford Hansell building? What, if any, extra cost/funding would be required for staffing? There was discussion about security, staffing dollar amounts, actual equipment, location on main level/entrance. Capt. Hearn advised he had been working with Mark Tanner, Facilities Manager, regarding placement of the equipment. **Commissioner Shafer moved to approve purchase of the x-ray scanner from Astrophysics in the amount of \$38,316 with reimbursement for that cost to come from State Courts. Seconded by Commissioner Dorrnan. Carried.**
6. Mosquito Control District Board Appointment. Presented by Mr. Olsen. A term of a Board member (David Trott) has expired. He is eligible for reappointment and willing to be appointed for another 4-year term. The recommendation is to reappoint. **Motion was made by Commissioner Dorrnan to adopt Order No. BCC2021-045. Seconded by Commissioner Shafer. Carried, 3-0.**
7. West End Community Development Group. Presented by Commissioner Dorrnan. An agreement to formally create the West End Community Development Group is before the Board for approval. This group includes Echo, Stanfield, Umatilla and Hermiston. Through an existing contract with the City of Hermiston and Pac/West, the group would pay for services to promote common projects. There is consensus on common projects in the west end of the county. This would be inter-governmental agreement with the five entities sharing in the cost of services. **Motion was made by Commissioner Dorrnan to approve the agreement and authorize the Chair to sign. Seconded by Commissioner Shafer. Carried, 3-0.**

Executive Session – none.

**Commissioners' Comments**

Commissioner Dorrnan – nice to all be in Room 130 in person.

Commissioner Shafer – looking forward to OSHA mandates about no longer wearing masks.

Chair Murdock noted those in the room are fully vaccinated and are 6 feet apart.

The meeting adjourned 9:38 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners