

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of February 7, 2024
9:00 a.m., Room 121, Umatilla County Courthouse
Pendleton, Oregon

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Commissioners Present: Chair John Shafer, Vice-chair Cindy Timmons, and Commissioner Dan Dorran
County Counsel Doug Olsen
Guests Present: Mark Tanner, Umatilla County Maintenance; Jimmy Doherty, Eastern Oregon Waste Management; Rick Haverinen, East Oregonian; Paul Wolverton, Umatilla County Sheriff’s Office Captain; Jim Littlefield, Umatilla County Undersheriff; Bob Waldher, Community Development Director; Tom Fellows, Public Works Director; Gina Miller, Umatilla County Planning; Mike McHenry, PSSI and Solid Waste Committee Chair; Katy King, Humbert Refuse; Rachael Reynolds, Assessment and Taxation

Video link or Calling in:

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CALL TO ORDER: Commissioner Shafer 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. 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 and ask that they be three minutes or under. 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 was led by Chair Shafer

Awards/Correspondence/Recognitions

Commissioner Dorran read a recognition from Milton-Freewater Police Department for Kylee Peck for her outstanding job as a tele communicator. She was also recognized as dispatcher of year for 2023. Congratulations to Kylee!

Minutes – None.

Additions to Agenda – None

Public Comments and Recognition of Visitors. None

Business Items

1. **Humbert’s Refuse Rate Increase** - Presented by Gina Miller, Umatilla County Planning Program Coordinator. Humbert’s Refuse is requesting a rate increase. The franchisee submitted an application for a rate increase to the solid waste committee with a letter of justification, and a table showing their current rates and adjusted rates. The committee voted to recommend the rate increase

request. A public notice of the rate increase was published in the East Oregonian on January 20, 2024, and also posted at various locations. Katy King was available from Humbert's Refuse. Commissioner Dorrn reviewed the request and found it to justify the request. The only concern is a new owner using rate increase to help pay for the purchase and using purchase price for rate increase. The company has not regularly gone in for increases over the years and that is why it is substantially lower than other franchises. Last rate increase was in 2022. Commissioner Timmons asked if there will be additional requests for substantial rate increase. Ms. King indicated that there will probably be regular increases for the next five years, but will not be as high. **Commissioner Dorrn moved to adopt Order No. BCC2024-019. Seconded by Commissioner Timmons. Carried, 3-0.**

2. Solid Waste Franchises - Presented by Gina Miller, Planning Department and Mike McHenry, Solid Waste Committee Chair for renewals of Solid Waste franchises . The Solid Waste Committee has reviewed the annual waste franchise applications and recommends renewal. Before the Board for renewal through June 30, 2033, are for Pendleton Sanitary Service, Sanitary Disposal from the Hermiston/Stanfield area, Humbert's Refuge from east county, Eastern Oregon Waste Management from Pilot Rock and Meacham and Ukiah, and Quality Compost. Impacts from the new recycling requirements were raised. Mr. McHenry noted that for any rate increase, especially if it is a significant one, you see people drop service. We do have more litter to deal with more people not on service but in my experience, that is a cycle, and they get tired of dealing with it, in less than a year and most people are back on service. We are still in the rulemaking process, trying to figure out what is going to happen and the rule requires that any city over 4,000 in population be required to provide service. Hermiston, Pendleton, Umatilla, and Boardman are now over 4,000. What we have been discussing at the solid waste advisory committee is whether or not we implement this county-wide or customer base wide so that those in the rural areas will have this coming over recycling services, or will we only do it in the city limits? **Commissioner Dorrn moved to adopt Order No. BCC2024-011. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-012. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-013. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-014. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-015. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-016. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-017. Seconded by Commissioner Timmons. Carried, 3-0. Commissioner Dorrn moved to adopt Order No. BCC2024-018. Seconded by Commissioner Timmons. Carried, 3-0.**
3. Collection Franchise Fee - Presented by Bob Waldher, Community Development Director. Chair Shafer opened the public hearing at 9:24. This is a proposal to amend Umatilla County Chapter 50, which is the Solid Waste Ordinance, to adjust the county's solid waste franchise collection fee from 2% to 3.5%. The increase would be more aligned with the fees charged by city jurisdictions and is intended to augment the county code enforcement program. The community development department currently oversees code and compliance in the unincorporated parts of the county as well as multiple city urban growth areas. In addition, code enforcement support provides to the communities of Athena and Adams under contract with those cities. It is difficult sometimes to provide adequate coverage with the current limited staffing dedicated to enforcement in the field,

given the county's large geographic area and rapidly growing population. The code enforcement program currently operates with a part-time code, enforcement field officer and a code enforcement coordinator who splits their time between administration of the program and land use planning. Funds generated by this increase would help the community development departments increase the code enforcement programs presence throughout the county. The Solid Waste Committee recommended approval by the Board. There was no public comment. The public hearing was closed at 9:33. **Commissioner Dorrان moved to set second reading of Ordinance No. 2024-01 on March 6, 2024, at 9:00 a.m. Seconded by Commissioner Timmons. Carried, 3-0.**

4. Planning Office Flooring - Presented by Bob Waldher, Community Development Director. Authorization is sought to replace flooring in the planning office. One of the goals of our department has been to slowly make updates to our office. We have been doing that by painting and then periodically replacing broken or dilapidated desks and other equipment. This expense was budgeted into our fiscal year 2024. We are seeking your approval to work with Pendleton Floors and its estimate was with purchase and installation. Commissioner Dorrان confirms that this is for carpet and install. Correct. **Commissioner Timmons moved to approve funding for \$7,845.80 to Pendleton Floors Inc. for new flooring in the Planning office. Seconded by Commissioner Dorrان. Carried, 3-0**

5. Data Center Conference - Presented by Bob Waldher, Community Development Director. The request is to do some economic development outreach by developing some marketing materials and also attending the Data Center World trade show in April. You are probably aware it has been awhile since the county has spent a lot of time and resources on actively marketing. We have been more passive in our approach to economic development marketing. We are exploring different opportunities to market the county and grow the economy here. A couple examples of this include advertising in magazines such as Site Selection magazine, filming and economic development video that highlights all of the Umatilla County, something that we could use on our digital platforms. Then trade shows, which we see opportunities for real face to face interaction with potential industries and developers. We have been looking at different trade shows that are out there and we have identified this Data Center World Conference as a strategic opportunity. Not only to interface with Site Selectors from data centers also industries that support data centers. We do have financial commitments from the cities of Umatilla and Hermiston, as well as Umatilla Electric Cooperative who have agreed to help staff the trade show. What we have realized is we do need some high quality professional looking marketing materials as well as trade show displays to take with us, and we have asked marketing firm Duke Joseph Agency to assist us with creating some cohesive marketing material. Commissioner Timmons asks for clarification on the funds needed. Mr. Waldher, today, the department is requesting approval for the trade show materials in the amount of \$7,550. **Commissioner Dorrان moved to approve the request for authorization of funding for Duke Joseph Agency and move forward with this project. Seconded by Commissioner Timmons. Carried, 3-0.**

6. Sheriff's Office Purchase - Presented by Paul Wolverton, Umatilla County Sheriff's Office. In order to maintain necessary job skills and to comply with Oregon DPSST annual training requirements needed to maintain certification, it is necessary for UCSO Deputies to engage in a significant amount of firearms training. The request is to authorize purchase of ammunition through a LE ammunition distributor who provides law enforcement pricing and has proven to be a reliable and consistent partner in fulfilling orders without error and in a timely manner. The

ammunition is for training and duty use and is utilized by UCSO personnel from all divisions who are required to carry a firearm(s) as part of their duties. We anticipate that the quantity requested will last into the next year. This is an annually planned expense that is divided between the Criminal and Corrections Division budgets. **Commissioner Dorran moved to approve purchase of training and duty ammunition in the amount of \$15,990.15. Seconded by Commissioner Timmons. Carried, 3-0.**

7. Administrative Services Position - Presented by Dan Lonai, Umatilla County Administrative Services Director. A new Elections & Records Supervisor position is being requested. The position will supervise the Elections and Records offices, and provide further collaboration between the offices and allow for more cross training and staffing of the offices. Due to the election year the Elections Department needs to have the position filled prior to the May election. **Commissioner Timmons moved to approve creation of the Elections and Records Supervisor position and immediate recruitment and filling. Seconded by Commissioner Dorran. Carried, 3-0.**
8. IT SQL Server Software Update - Presented by Dan Lonai, Umatilla County Administrative Services Director. The current SQL software for the Records and Assessment & Taxation system will no longer be supported come July 2024. We are asking to get moving right now with \$5,364 for the upgrade for that software. **Commissioner Timmons moved to approve the purchase of Microsoft SQL Server in the amount of \$5,364.00. Seconded by Commissioner Dorran. Carried, 3-0.**
9. Maintenance Payables - Presented by Mark Tanner, Umatilla County Facilities Manager. Approval is sought for Maintenance Division payables for replacement of parking lot light fixtures at the Justice Center. Originally I came to you to get approval for eight fixtures and then it was decided to move forward with doing the remaining fixtures, so all 24. The total is \$8,990 for all the new light fixtures. Chair Shafer asks if this has already happened. Mr. Tanner, yes, I originally got approval for the 8 lights that were out and then the Sheriff wanted to move forward with the rest, so he called Gordon's and added it himself. **Commissioner Timmons moved to approve payables to Gordon Electric Inc., totaling \$8,990 for light fixture replacement. Seconded by Commissioner Dorran. Carried, 3-0.**
10. Road Sign Order- Presented by Tom Fellows, Umatilla County Public Works Director. Approve is sought for approval to post no parking signs on Sagebrush Road. The County has received multiple complaints regarding oversized vehicles parking on Sagebrush Road, causing interference with traffic and creating a safety issue. The Public Works Director has recommended the placement of No Parking signs to address the problem. **Commissioner Dorran moved to approve No Parking signs to be placed on Sagebrush Rd. and to adopt Order No. RD2024-02. Seconded by Commissioner Timmons. Carried, 3-0.**
11. Walla Walla Basin Watershed Council Appointment - Presented by Doug Olsen, Umatilla County Counsel. This is coming before the board for appointments for the Walla Walla Basin Watershed Council; they have recently expanded and received additional applications for their council. There are three new people recommended for appointment and along with that most of the existing members terms have expired. This order as proposed appoints three new individuals and the reappoints the remainder for a designated period. **Commissioner Dorran moved to adopt Order No. BCC024-22. Seconded by Commissioner Timmons. Carried, 3-0.**

12. Wolf Depredation Committee - Presented by Doug Olsen, Umatilla County Counsel. There is a vacancy on the Wolf Depredation Advisory Committee. The individual recommended for appointment is Casey Evans and along with that, it is request to extend the terms for three of the other members through the end of the fiscal year. **Commissioner Dorran moved to approve Order No. BCC2024-021. Seconded by Commissioner Timmons. Carried, 3-0.**
13. Compensation Review Committee Appointment - Presented by Robert Pahl, Umatilla County CFO. Each year as we begin preparing the budget, we are required by Charter to have a group of citizens be a compensation review committee for the elected officials. We have contacted the members of last year's committee and they are willing to serve again. **Commissioner Dorran moved to adopt Order No. BCC2024-020. Seconded by Commissioner Timmons. Carried, 3-0.**
14. Hermiston Public Safety Center - Presented by Doug Olsen, Umatilla County Counsel. This request is to add the Boards' support to the legislative requests for renovations for the Hermiston Public Safety Center. The County was approached along with other entities to support this request. **Commissioner Timmons moved to approve Umatilla County support for Hermiston Public Safety Center legislative funding request. Seconded by Commissioner Dorran. Carried, 3-0.**
15. AOC Dues Payment - Presented by Doug Olsen, Umatilla County Counsel. The County received the invoice for the 2024 fund dues. This matter is before the board because of the dollar amount, the request is to pay \$36,288.60 to AOC. There was discussion as to the breakdown of the invoice. Usually there is a list of all items included, it is unsure if this is just for the dues or if there are other fees involved. Chair Shafer recommends tabling this until the next meeting so they can compare previous payments and contact the AOC to get the breakdown for this payment. The others agreed to table to review at the next Board meeting.
16. CCS Support Letter- Presented by John Shafer, Umatilla County Commissioner. Community Counseling Solutions is applying for some congressional director funding to spend on remodeling and expanding its facility here in Pendleton. The improvements will allow it to consolidate its operations and provide for future expansion of operations. They are requesting the County provide a support letter. **Commissioner Dorran moved to approve CCS funding support letter and authorize chair to sign. Seconded by Commissioner Timmons. Carried, 3-0.**
17. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorran: None

Commissioner Timmons: None

Meeting adjourned by Chair Shafer at 10:03 a.m.

Kelsey Bailey

Executive Secretary – Board of Commissioners