

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of April 3, 2024
9:00 a.m., Room 130, 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: Robert Pahl, Umatilla County Chief Financial Officer; Dan Lonai, Umatilla County Administrative Director; Mark Tanner, Umatilla County Facilities Manager; Bob Waldher, Community Development Director; Kenny Franks UCSO Captain; Jennifer Blake, Umatilla County Human Resources Director; Stephanie Barnett, Umatilla County Human Resources Specialist; Darla Huxel; Felix Pereyda, Employee of the Quarter winner; Kim Beck, Director of Umatilla County Human Services

Video link or Calling in: Tom Fellows, Umatilla County Public Works Director

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CALL TO ORDER: Chair 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 presented the Employee of the Quarter Excellence award to Felix Pereyda. A letter written by his co-workers was read aloud highlighting his dedication. He is always volunteering to work overtime and help cover shifts for others with a positive attitude. Congratulations to Felix.

Additions to Agenda – None.

Public Comments and Recognition of Visitors – None

Business Items

1. **Justice Center Controls** – Presented by Mark Tanner, Umatilla County Facilities Manager. The County issued a request for proposals for the purchase and installation of the replacement of the network building controller at the Justice Center. Two proposals were received: HMS Commercial Service in the amount of \$304,029, and Holaday-Parks in the amount of \$270,007.23. The recommendation from the department is contract with the lower proposal. Commissioner Dorran asks if this will merge and transition with the new IT we put in with the remodel? It was discussed and the conclusion was these controls will control the new HVAC put in during the remodel. Commissioner Dorran asked about the warranty. Mr. Tanner replies, the workmanship is usually 1-2 years, and the controls 5 years. Commissioner Timmons asks if they have worked with

Holiday-Parks before. Mr. Tanner stated no, he did call a couple of jobs they have done and they seemed to be happy with the work. It is a Tri-Cities based company. **Commissioner Timmons moved to authorize contract for replacement of the Justice Center controls with Holiday-Parks in the amount of \$270,007.23. Seconded by Commissioner Dorran. Carried, 3-0.**

2. Economic Benefits Analysis - Presented by Bob Waldher, Community Development Director. The Economic Development Program seeks Board of Commissioners approval to enter into a contract with FCS Group for the development of a county-wide Economic Benefits Analysis. Information generated through the analysis will be compiled into a report that will support county economic development initiatives. Commissioner Timmons would also like to see more a period of time, as this is only one snapshot in time. Adding on to this is important. Mr. Waldher, this is a good baseline and we should be able to build off of that in future years. It is good information to be able to maintain and work forward. **Commissioner Dorran moved to authorize contract with FCS Group in the amount of \$6,000 for the development of a county-wide Economic Benefits Analysis. Seconded by Commissioner Timmons. Carried, 3-0.**
3. Gravel Purchase – Presented by Tom Fellows, Umatilla County Public Works Director. The Public Works Department is requesting to have 6,000 tons of maintenance gravel crushed in the City of Pilot Rock quarry by Hatley Construction. Currently Hatley Construction is crushing maintenance gravel for the City of Pilot Rock. Through negotiations with the City of Pilot Rock, Umatilla County Public Works would have the ability to have 6000 tons of maintenance gravel crushed and stored in the City quarry. Public Works will make some road improvements to the road into the quarry site in exchange for royalty and storage for the material. Hatley Construction will crush the 6000 tons at the same price as the company is crushing for the City at \$9 per ton, there will be an additional cost to the county due to the need for drilling and blasting, which will be \$2 per ton. The total price for the maintenance gravel to the county will be \$11 per ton. These 6,000 tons of material will be sufficient for road maintenance in that area until we can crush our own material at a later date. **Commissioner Dorran moved to authorize to purchase 6,000 tons of maintenance rock at \$11 per ton for a total cost of \$66,000 and to enter into agreement with the City of Pilot Rock for the use of the pit and road improvements. Seconded by Commissioner Timmons. Carried, 3-0.**
4. Chip Seal Oil Purchase - Presented by Tom Fellows, Umatilla County Public Works Director. The County issued its annual invitation to bid for cationic emulsified asphalt (CRS-2). The asphalt is to be used for 2024 road chip sealing projects. Three bids were received: Albina Asphalt - \$570/ton; Ergon Asphalt & Emulsion - \$510/ton; and Idaho Asphalt Supply - \$615/ton. The recommendation from the department is to award the contract to the lowest bid. **Commissioner Dorran moved to approve contract for cationic emulsified asphalt for 2024 purchases with Ergon Asphalt & Emulsions. Seconded by Commissioner Timmons. Carried, 3-0.**
5. DD Emergency Response Purchase – Presented by Kim Beck, Director of Umatilla County Human Services. Umatilla County has been awarded a grant of \$850,000 intended to prepare individuals with intellectual and/or developmental disabilities for emergencies. The grant is to cover programs in 8 counties. The funding will be available upon request for emergency supply kits for program participants. Supplies will include food buckets, fire extinguishers, smoke, carbon monoxide and natural gas detectors, and generators. Lane County received similar funding and issued request for proposals for some of the components, and Umatilla County can utilize these contracts for

purchase. For those components that do not have contracts, the department will be back before the Board for authorization. One component that can utilize the government contract for purchase is a portable generator. The purchase of 12 generators is before the Board for payment authorization. Commissioner Dorran asks if they have to be installed. Ms. Beck, that actually have to remain portable. It is in most cases used for those who are on electrical devices, ventilators, etc. **Commissioner Timmons moved to authorize payable to Electric Generators Direct in the amount of \$18,300.44. Seconded by Commissioner Dorran. Carried, 3-0.**

6. AWERE Grants - Presented by Bob Waldher, Umatilla County Community Development Director. The Athena-Weston Education and Resource Enhancement (AWERE) Grant Committee met April 2, 2024 to review grant requests. A total of \$50,000.00 is available for the 2024 funding cycle. The AWERE Grant Committee recommends the Board of Commissioners approve funding for six grants in the amount of \$40,954. Commissioner Timmons inquires as to why they didn't spend the whole \$50,000. Mr. Waldher responds they aren't required to spend it all, it can roll over. There was a total of \$42,000 in requests received. There was 1 request that the committee felt was not tangible, so they chose to decline that one at this time. **Chair Shafer moved to approve the grants as submitted and adopt Order No. BCC2024-036. Seconded by Commissioner Timmons. Carried, 3-0.**
7. Health Insurance – Presented by Jennifer Blake, Umatilla County Human Resources Director. The County has received a quote to renew our health and dental insurance plans with Pacific Source with an increase in premiums to medical of 3% and to dental of 0%. **Commissioner Timmons moved to approve acceptance of the 24-25 rate increase of 3% to medical and 0% to dental as proposed with Pacific Source for health/vision and dental coverages and continue coverage through Pacific Source for County employees. Seconded by Commissioner Dorran. Carried, 3-0.**
8. Supplemental Budgets – Public hearing opened by Chair Shafer at 9:27 a.m. Presented by Robert Pahl, Umatilla County Chief Financial Officer. There are 18 supplemental budget orders before the Board for consideration. Each budget item was read aloud. Commissioner Timmons asks what is County school program? Mr. Pahl, funds we receive through a variety of sources, the major one is special payment in lieu of taxes for the electrical co-ops a portion is required to be deposited to the county school fund and then distributed to the school districts within the county. There are a few other sources as well. . Public hearing adjourned at 9:35 a.m. **Commissioner Timmons moved to adopt Order No. Budget 2024-23. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-25. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-30. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-31. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-32. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-33. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-34. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-35. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-37. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-39. Seconded by Commissioner Dorran. Carried, 3-0.**

Commissioner Timmons moved to adopt Order No. BCC2024-40. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-41. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-42. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-43. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-44. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-45. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-46. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. BCC2024-47. Seconded by Commissioner Dorrnan. Carried, 3-0.

9. Budget Transfers - Presented by Robert Pahl, Umatilla County Chief Financial Officer. There are 7 budget transfer orders before the Board for consideration. Each budget transfer was read aloud. Commissioner Timmons moved to adopt Order No. Budget 2024-24. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. Budget2024-26. Seconded by Commissioner Dorrnan. Carried, X-0. Commissioner Timmons moved to adopt Order No. Budget2024-27. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. Budget2024-28. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. Budget2024-29. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. Budget2024-36. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Timmons moved to adopt Order No. Budget2024-38. Seconded by Commissioner Dorrnan. Carried, 3-0.
10. County Infrastructure Fund Creation – Presented by Robert Pahl, Umatilla County Chief Financial Officer. Approval is requested to establish a special revenue fund to receive monies designated for Umatilla County infrastructure projects. Receipts to be included are community development funds from enterprise zone projects. Commissioner Dorrnan moved to adopt Order No. BCC2024-033. Seconded by Commissioner Timmons. Carried, 3-0.
11. Municipal Infrastructure Fund Creation - Presented by Robert Pahl, Umatilla County Chief Financial Officer. Approval is requested to establish a special revenue fund to receive monies designated for city infrastructure projects. The Board has designated funds to be made available as revolving loans for infrastructure improvements as part of city development projects. Commissioner Dorrnan moved to adopt Order No. BCC2024-035. Seconded by Commissioner Timmons. Carried, 3-0.
12. Property Purchase - Presented by Doug Olsen, Umatilla County Counsel. Authorization is sought to purchase property identified as Umatilla County Tax Lot 4N2824-A-700. The property is near the EOTEC site and can be used for a fair office. Commissioner Dorrnan moved to adopt Order No. BCC2024-034. Seconded by Commissioner Timmons. Carried, 3-0.
13. Vehicle Purchase – Presented by Dan Dorrnan, Umatilla County Commissioner. Approval is requested for the purchase of vehicle. A quote through Enterprise Fleet Management has been obtained, and the request is to purchase a 2024 Chevrolet Blazer EV. The County has received a grant that will cover the cost of the purchase. If approved, this will replace the November 8, 2023

approval by the Board. **Commissioner Dorrان moved to authorize purchase of 2024 Chevrolet Blazer for an amount not to exceed \$48,000 through Enterprise Fleet Management. Seconded by Chair Shafer. Carried, 2-1.**

14. Fair Board Appointment - Presented by Dan Dorrان, Umatilla County Commissioner. Andy Wagner has indicated that he will be unable to serve on the Fair Board after his term expires December 31, 2024. The vacancy has been advertised. After review of the applicants, Mike Cutburth is recommended for appointment to serve as Board Elect for the 2024 fair, with the term beginning January 1, 2025. **Commissioner Dorrان moved to adopt Order No. BCC2024- 032. Seconded by Commissioner Timmons. Carried, 3-0.**

15. Estate Proceeding - Presented by Doug Olsen, Umatilla County Counsel. Approval is requested to initiate probate for the estate of James Clements. As a result of code enforcement violations, the County is a creditor of the estate. Mr. Clements passed away in May 2023. No probate has been filed at this time. A probate would allow for the property to be abated for any outstanding violations and also allow for exercise of the Echo Heritage Association to purchase the property. The County has completed this process for similar properties. **Commissioner Dorrان moved to authorize initiation of probate proceedings, to seek appointment of personal representative and to complete probate process. Seconded by Commissioner Timmons. Carried, 3-0.**

16. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorrان: None

Commissioner Timmons: None

Meeting adjourned at 09:53 a.m.

Kelsey Bailey

Executive Secretary – Board of Commissioners