

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of February 5, 2025
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

Commissioners Present: Chair Cindy Timmons, Vice-Chair Dan Dorran and Commissioner John Shafer

Commissioner Absent:
County Counsel Doug Olsen

Guests Present: Robert Pahl, Umatilla County Chief Financial Officer; Bob Waldher, Umatilla County Community Development Director; Undersheriff Jim Littlefield, Umatilla County Sheriff's Office; Captain Kenny Franks, Umatilla County Sheriff's Office; Captain Paul Wolverton, Umatilla County Sheriff's Office; Lieutenant Josh Roberts, Umatilla County Sheriff's Office; Lieutenant Dustin Erickson, Umatilla County Sheriff's Office; Teddy Orr, Umatilla County Vegetation Management Supervisor; Charlet Hotchkiss, Umatilla County Community Development Planner; Megan Davchevski, Community Development Planning Manager;

Video link or Calling in: Cameron Anderson, Anderson Boylan Ramos, P.C. Shareholder; Jennifer Blake Umatilla County HR Director;

CALL TO ORDER: Chair Timmons called the meeting to order at 9:00 a.m. She 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 - led by Chair Timmons.

Awards/Correspondence/Recognitions - None

Minutes – Commissioner Shafer moved to approve the minutes from January 22, 2025 Board meeting. Seconded by Commissioner Dorran. Carried, 3 - 0.

Additions to Agenda – None

Public Comments and Recognition of Visitors – None

Business Items

1. **Audit Presentation** - Presented by Cameron Anderson of Anderson Boylan Ramos, P.C. shareholder. An update of the procedures gone through and the results of the audit for June 30, 2024 will be addressed. In the fall audit procedures started for the entire county. The firm assisted in preparing financial statements that are sent off to the State and Federal governments.

The result of that audit was an unmodified opinion. Our opinion at the front of the financial statement states we believe that the financial statements are materially correct based on the modified cash basis of the county.

Single audit testing on Federal awards includes selecting three major programs, larger Federal awards and do additional testing. No findings regarding the Federal awards or in the audit, no negatory comments. One item of note, with the transition to new software in the Finance Department, there was different information in a different format so that took some adjusting to.

Commissioner Timmons asked about locating the specifics on the interest on long term debt. Mr. Anderson addressed the inquiry and offered to answer any questions at any time in the future. **Commissioner Shafer moved to accept the audit as presented. Seconded by Commissioner Dorrان. Carried, 3-0.**

2. Weed Control Products Contract – Presented by Teddy Orr, Umatilla County Vegetation Management. The County issued a request for proposals for the purchase of weed control products for 2025. Four proposals were received. The pricing as adjusted is: Nutrien - \$21,174.89; Helena - \$21,796.69; Wilbur-Ellis – \$23,564.16; Orion - \$21,778.55. The recommendation is to award the contract to the lowest proposal. The chemical bill last year was \$120-\$130,000. Mr. Orr will be taking test Wednesday for certification/licensing to fly the drone. He will then have to get an agricultural aerial license and then 50 hours of flight spray time to complete certification for agricultural application. **Commissioner Dorrان moved to approve the contract with Nutrien for purchase of weed control products for 2025 in the amount of \$21,174.89. Seconded by Commissioner Shafer. Carried, 3-0.**
3. Sheriff's Office Purchase - Presented by Captain Paul Wolverton, Umatilla County Sheriff's Office. We need new an replacement body armor for several deputies, due to on-going new hires and expiration/wear and tear issues of current Deputy's equipment. Body armor is a required piece of critical safety equipment for law enforcement. All body armor has an expiration date per manufacturers. We been awarded grant money in a Federal reimbursement program, for which we will receive reimbursement for 50% of our body armor costs. Our award total is \$31,466.02. Our previous order and this order both fall within the time-frame to be eligible for us to request reimbursement. Our current order is to outfit a total of 11 Criminal and Corrections Deputies with the standard equipment we have been ordering, for a total of \$23,031.50. **Commissioner Dorrان moved to approve the purchase of new and also replacement body armor, carriers and associated gear for Criminal and Corrections Division needs in the amount of \$23,031.50. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Sheriff Vehicle Leases - Presented by Josh Roberts, Umatilla County Sheriff's Office. UCSO requests to lease the following ten vehicles pursuant to the fleet management program: 4 Dodge Durango Pursuit vehicles; 3 Ford Expedition police vehicles; 2 Jeep Grand Cherokees; 1 Ford F350. UCSO has compared prices between three entities and believes Bancorp continues to be the best option to suit the need. The total price for all vehicles is \$213,853.42 annually for 4 years. Bancorp does not charge a monthly fee. Monthly fee over \$9,000 Enterprise requires a complete decommissioning of the vehicles when contract is up estimated at \$2100. Equipment pulled out of vehicles try to reuse if possible, usually have to buy new. Other agencies have reached out to look

at purchasing some of our fleet. Hoping to get them in this budget cycle. **Commissioner Dorran moved to approve vehicle leases for ten vehicles with a total annual cost of \$213,853.42 for the next 4 years. Seconded by Commissioner Shafer. Carried, 3-0**

5. Sheriff's Office Payment - Presented by Captain Paul Wolverton, Umatilla County Sheriff's Office. On December 1, 2024 UCSO Deputies responded to an incident involving 'cock fighting' and through the investigation, ended up seizing 32 fighting roosters. There were no resources available for boarding the roosters other than a local wildlife refuge, Blue Mountain Wildlife (Pendleton). UCSO, in coordination with the District Attorney's Office and County Counsel, worked to get interest in the seized birds released to the county in as timely a manner as possible. The boarding and caring for these birds from 12/1/2024 to 1/30/2025 has required substantial time, effort and associated costs to Blue Mountain Wildlife. A boarding fee of \$10 / day / per bird, plus itemized expenses in the course of the care of the birds, has been negotiated with Blue Mountain Wildlife, which comes to a total of \$16,678.34. **Commissioner Dorran moved to approve payment to Blue Mountain Wildlife for services rendered in the amount of \$16,678.34.00. Seconded by Commissioner Shafer. Carried, 3-0.**
6. Jail Purchase - Presented by Dustin Erickson, Sheriff's Office Jail . During our recent jail inspection, it was recommended that we acquire a more secure key system. We researched available options and found that the KeyTrak system was the only system that could accommodate the Folger keys we use throughout the jail and offer the security we need. The system requires a PIN or fingerprint verified checkout that is date and time stamped with the officer's picture. The KeyTrak system notifies supervisors if keys are not checked back in within a set time frame. It also limits key access through permissions settings preventing unauthorized access. We obtained a quote from KeyTrak for \$9,999.90, which includes a one-year warranty. There is no monthly or annual subscription required. **Commissioner Dorran moved to approve purchase of the KeyTrak system in the amount of \$9,999.90. Seconded by Commissioner Shafer. Carried, 3-0.**
7. Transportation Committee Appointments – Presented by Megan Davchevski, Umatilla County Transit Coordinator. The Umatilla County Transportation Advisory Committee (UCTAC), currently has three members terms that have expired. One position is vacant. Linda Carter's (City of Pendleton - Finance Director) original two-year term on the UCTAC ended June 30, 2024. Carter has continued to serve on the UCTAC in the interim and would like to be reappointed for a four-year term that would start retroactively on July 1, 2024 and would end July 1, 2028. Lola Lopez (Social Worker & Veterans Services Coordinator for Umatilla County Veterans' Services) has applied to serve on the UCTAC. If approved her term would begin February 5, 2025 and end February 5, 2029. **Commissioner Shafer moved to adopt Order No. BCC2025-011. Seconded by Commissioner Shafer. Carried, 3-0.**
8. Recycling Modernization Act Funding - Presented by Bob Waldher, Community Development Director. Mike McHenry, Pendleton Sanitary Service and Chair of the Solid Waste Advisory Committee. Local governments participating in the Recycling Modernization Act (RMA), and in order to be eligible for compensation from the Producer Responsible Organization (PRO), are required to submit a Local Government Funding Authorization to Department of Environmental Quality (DEQ). The Umatilla County Solid Waste Advisory Committee (SWAC), at its January 28, 2025 meeting, recommended approval of the Local Government Funding Authorization by the Board of Commissioners, directing the distribution of PRO funding to the service providers

implementing the RMA. Funding comes from producer communities over 4,000 required to have curbside co-mingled service (recycling), Our intent to service both City and UGB. **Commissioner Dorrn moved to approve the recommendation of the SWAC and authorize Community Development Department staff to complete the RMA Local Government Funding Authorization, directing the distribution of PRO funding to the service providers implementing the RMA in Umatilla County. Seconded by Commissioner Shafer. Carried, 3-0.**

9. Temporary Position - Presented by Dan Dorrn. To prepare for the Fair, temporarily doubling the staffing of the Administrative Assistant position will facilitate cross-training and ensure uninterrupted office support coverage. **Commissioner Dorrn moved to approve recruitment and double fill of the Administrative Assistant at the Fair. This will be a limited duration position, not to exceed October 31, 2025. No benefits/hourly wage. Seconded by Commissioner Timmons. Carried, 3-0.**
10. Board Payable – Presented by Doug Olsen Umatilla County Counsel Approval is sought for payment for 2025 AOC dues. The payable is before the Board due to the amount. **Commissioner Shafer moved to approve payable to Association of Oregon Counties in the amount of \$37,377.25. Seconded by Commissioner Dorrn. Carried, 3-0.**
11. Mosquito Control District Appointment - Presented by Doug Olsen Umatilla County Counsel. The term of TJ Hansell on the West Umatilla Mosquito Control District Board of Trustees has expired. He is eligible and is willing to be appointed for another term. The appointment is before the Board for approval. **Commissioner Shafer moved to adopt Order No. BCC2025-013. Seconded by Commissioner Dorrn. Carried, -0.**
12. Wolf Program Payments - Presented by Doug Olsen Umatilla County Counsel. The Wolf Depredation Advisory Committee met and reviewed the applications for compensation for missing livestock and wolf deterrents. The grants and the payments for deterrent measures are before the Board for approval. Payments include request from two producers that incurred expenses. **Commissioner Shafer moved to approve payables and adopt Order No. BCC2025-012. Seconded by Commissioner Dorrn. Carried, 3-0.**
13. Grant Letter of Support - Presented by Doug Olsen Umatilla County Counsel. The Board has been requested to provide a letter of support for the Weston Area Development Association grant application for revitalization of historic downtown buildings. The letter is before the Board for review and approval **Commissioner Shafer moved to approve letter and authorize Chair to sign. Seconded by Commissioner Dorrn. Carried, 3-0.**
14. Supplemental Budgets – Public Hearing - Presented by Robert Pahl, Umatilla County CFO. Public Hearing opened at 9:55 am There are twelve supplemental budget orders before the Board for consideration. Descriptions of these are read to the Board. No public comment has heard. Public Hearing closed 9:59 am. **Commissioner Shafer moved to adopt Order No. Budget2025-22. Seconded by Commissioner Dorrn. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-23. Seconded by Commissioner Dorrn. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-26. Seconded by Commissioner Dorrn. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-27. Seconded by**

Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-29. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-30. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-31. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-33. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-34. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-35. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-36. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-37. Seconded by Commissioner Dorrان. Carried, 3-0.

15. Budget Transfers – Presented by Robert Pahl, Umatilla County CFO. There are nine budget transfer orders before the Board for consideration. Descriptions of the transfer are read to the Board. Commissioner Dorrان moved to adopt Order No. Budget2025-39. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-40. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-41. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-42. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-43. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-44. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-45. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-46. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorrان moved to adopt Order No. Budget2025-47. Seconded by Commissioner Shafer. Carried, 3-0.

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

Commissioner Reports: - None

Meeting adjourned by Chair Timmons at 10:05 a.m.

Kelsey Bailey

Executive Secretary – Board of Commissioners