

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of May 7, 2025  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**Commissioner Absent:**  
**County Counsel** Doug Olsen

**Guests Present:** Bob Waldher, Umatilla County Community Development Director; Kristina King, Umatilla County Finance Department Accountant; Brian Johnson, Umatilla County Public Works; Dan Lonai, Umatilla County Administrative Director; Steve Wallace, Umatilla County Fair Board Chair; Martie McQuain, Umatilla County Maintenance Manager; Dale Primmer, Umatilla County Community Justice Director; Undersheriff Jim Littlefield, UCSO; Kim Beck, Umatilla County DD & Veterans Services; Lieutenant Josh Roberts, UCSO; Captain Paul Wolverton, UCSO; Jodi Hinsley, 32945 Thorny Grove Ln, Hermiston, Pape Materials Manager; Lynette Wittmeyer, public;

**Video link or Calling in:** Jennifer Blake, Umatilla County HR; Lola Lopez, Umatilla County Veterans Services; Nic Kotz, Rees Training Center

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**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** - Commissioner Dorran recognized National Correctional Deputies, Officers and Employees Week (May 4-10, 2025), honoring the dedication of correctional deputies and staff. He acknowledged the challenging and often dangerous work environment these individuals face daily. Thank you to the correctional staff.

**Minutes** – Commissioner Shafer moved to approve the minutes from April 16, 2025 Board meeting. Seconded by Commissioner Dorran. Carried, 3 - 0.

**Additions to Agenda** – None

**Public Comments and Recognition of Visitors** – None

**Business Items**

1. Development Code Amendment – Public Hearing – Chair Timmons called the public hearing to order at 9:03 am. Chair Timmons called for any abstentions, biased, conflicts of interest, declaration of ex-parte contact and objection to jurisdiction. The opening statement lined out the expectations and criteria for the hearing. Chair Timmons called for staff report. Staff report presented by Robert Waldher, Umatilla County Community Development Director.

Umatilla County Community Development Department proposes changes to the Umatilla County Development Code (UCDC) Section 152.250, which would modify the dimensional and design standards required for a Design Review in the Retail Service Commercial (RSC) and Light Industrial (LI) zones for projects located adjacent to the Highway 395 North Corridor. The criteria of approval for amendments are found in Umatilla County Development Code 152.750-152.755.

The current design standards have been in place since their adoption by Ordinance 2019-09 in 2019. These standards were developed through a comprehensive public engagement process as part of the Highway 395 North Economic Development Project, which was supported by a Transportation Growth Management (TGM) grant from the Oregon Department of Transportation and the Department of Land Conservation and Development. The primary goal of the project at that time was to enhance the aesthetic appeal and economic viability of the corridor. However, planning staff responsible for reviewing design applications have identified several dimensional and design criteria that, although well-intended when the 2019 code was adopted, are now deemed impractical and not conducive to new development or redevelopment along the Highway 395 North Corridor. From an economic development perspective we want things along Highway 395 N to look attractive without hindering new development.

The applicable statewide planning goals 1-14 have also been evaluated and are included in your findings document. The first evidentiary hearing was held before the Planning Commission on March 27, 2025. The Planning Commission recommended approval by the Board of Commissioners and did not have any recommended changes to the text. The text was reviewed along with the proposed changes. Commissioner Dorran expressed concerns with the appearance of the rear side of many of the properties along Highway 395.

Mr. Waldher highlights the importance of balance, there are a number of factors involved. Especially with landscaping, you have to consider access to water. Zoning limits properties to .5 acres of irrigated landscaping. Since it was a Highway 395 focused project, the focus

was the Highway 395 N corridor. There are other standards that touch on different parts of the properties and how the appearance is regulated.

Chair Timmons called for proponents. There were none. Call for opponents. There were none. Call for comment from public agencies. There were none. Call for rebuttal. There were none. Call for continuance or to leave the record open. The record will be left open. The public hearing was closed at 9:21 am. **Commissioner Dorran moved to adopt the amendments to the ordinance, Ordinance No. 2025-06. Seconded by Commissioner Shafer. Carried, 3-0.**

2. Community Corrections Contract - Presented by Dale Primmer, Umatilla County Community Corrections. The Community Corrections Pendleton Office was constructed in 1997. This building is equipped with fire suppression and alarm systems. Problems have been arising with the control system and because of the age, it has become unserviceable. Two bids were received for replacement of the alarm/fire suppression control system. The recommendation is to approve the lower bid. **Commissioner Shafer moved to approve the bid for a replacement alarm/fire suppression control system to Alpine Alarms in the amount of \$14,179.99. Seconded by Commissioner Dorran. Carried, 3-0.**
3. SHBC Doorway Remodel – Presented by Dan Lonai, Umatilla County Administrative Services Director. An estimate was obtained for creating the opening from the existing Sheriff's Office to the new office space at the Stafford Hansell Government Center building. The estimate is \$5,670 which is over \$5,000 and requires commissioner approval. **Commissioner Dorran moved to approve the estimate from and payment to Knerr Construction in the amount of \$5,670.00. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Courthouse Roof - Presented by Dan Lonai, Umatilla County Administrative Services Director. The Courthouse roof needs to be replaced. The county can utilize the IMESD/Association of Educational Purchasing Agencies contract for roofing and related services with Weatherproofing Technologies, Inc./Tremco. The company obtained four bids for the replacement of the roof, from Griffith Roofing, Anderson Roofing, Umpqua Roofing and Carlson Roofing, as detailed in the attached estimate. The scope of work includes the total removal of the existing roofing, down to the deck, then seal and install new roofing. The recommendation is to have the lowest bidder provide the services.

The existing cage will be blasted and repainted as a separate project prior to the roof replacement.

A requests was made from the Board for an itemized breakdown of cost. Maintenance Manager, Mr. McQuain relays he has already requested a schedule of values to include breakdowns and calculations, he is expecting that today or tomorrow. Reassurance was also given that the construction company, Anderson Roofing has experience working in

this type of environment and the County will control hours of reduced noise levels. **Commissioner Dorran moved to authorize contract through AEPA-025D with Anderson Roofing to replace the courthouse roof for an amount no to exceed \$1,246,640.00. Seconded by Commissioner Shafer. An amendment to the motion to include; “a change order would be a stop order”. Amendment carried 3-0. Motion carried, 3-0. Commissioner Dorran moved as amended to authorize contract with Anderson Roofing for an amount not to exceed \$1,246,640.00. Seconded by Commissioner Shafer. Carried 3-0.**

5. Mobile Emulsion Tank – Presented by Brian Johnson, Umatilla County Public Works. The Public Works Department is requesting approval to purchase a Cimline T1 mobile emulsion tank. This is to work in line with the Durapatcher that we currently operate. Currently we receive our emulsion for patching in 225 gallon totes; these totes are not heated and they are very messy and inefficient when transferring from tote to machine. We lose a day of patching every time we have to fill the machine due to the need to heat the product. The new emulsion tank is heated, has a pump to transfer the oil to the machine, holds 1,000 gallons of product and should be much more efficient. The machine delivered to Pendleton will be \$47,584.60. The pricing utilizes a Sourcewell contract. **Commissioner Dorran moved to authorize purchase of Cimline Mobile Emulsion Tank from MetroQuip Inc. in the amount of \$47,584.60. Seconded by Commissioner Shafer. Carried, 3-0.**
6. Public Works Communication System – Presented by Brian Johnson, Umatilla County Public Works. The Public Works Department is requesting approval to purchase a Sonetics com system for use in its day to day operations. We currently have one of these systems we have operated since 2017. Currently we have seen the need for another one of these units to help facilitate operations and crew safety. The total cost of the 5 headsets, com hub and charging case is \$8,765.00 and would come out of non-capital technology. Charge lasts all day, 10 hours. **Commissioner Dorran moved to authorize purchase of a Sonetics com hub, 5 wireless headsets and 5 a person charging case unit from Owens Equipment in the amount of \$8,765.00. Seconded by Commissioner Shafer. Carried, 3-0.**
7. Grader Purchase - Presented by Brian Johnson, Umatilla County Public Works. The Public Works Department is requesting authority to purchase a John Deere 672G 6WD motor grader from Pape Machinery. This will be a Sourcewell contract purchase. Purchase price of the new motor grader to Umatilla County after the 42% discount will be \$438,000.00 with a guaranteed buy back price at 5 years or 5000 hours of \$287,488. This purchase is a budgeted purchase and is part of our annual equipment replacement program. We would expect the delivery of this machine sometime in September 2025. **Commissioner Dorran moved to authorize purchase of a 672GP motor grader from PAPE Machinery in the amount of \$438,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**

8. Fair Forklift Purchase – Presented by Commissioner Dan Dorran and Steve Wallace, Umatilla County Fair Board Chair. The County issued a Request for Proposals for the purchase of a used telehandler forklift. Three proposals were received: Papé Rents – 2018 Genie - \$50,144.81; OCTANE Forklifts – 2025 Genie \$83,950; OCTANE Forklifts – 2024 JLG - \$84,950. The recommendation is to award the contract to the lowest proposer. The Fair has used this Genie style forklift and it serves the purpose well. **Commissioner Dorran moved to approve notice of intent to award the contract for purchase of used 2018 Genie forklift from PAPE Rents in the amount of \$50,144.81. Seconded by Commissioner Shafer. Carried, 3-0.**
9. DD Payable - Presented by Kim Beck, Umatilla County DD & Veterans Services. A payable is before the Board for approval due to the amount. The cost is reimbursable and budgeted. **Commissioner Shafer moved to approve payable to Re-Bath of Tri-Cities in the amount of \$36,062.00. Seconded by Commissioner Dorran. Carried, 3-0.**
10. Veterans Services Event – Presented by Kim Beck, Umatilla County DD services. Veterans Services is coordinating a Stand Down Event of June 14, 2025. At the event, staff and volunteers provide food, clothing and health screenings to homeless and at-risk Veterans. In addition, Veterans also receive referrals for health care, housing solutions, employment, substance use treatment, mental health counseling and other essential services. The costs for the event are before the Board for approval, which include room rental, food and advertising. **Commissioner Dorran moved to approve expenses for event, including agreement for the room rental and food. Seconded by Commissioner Shafer. Carried, 3-0.**
11. Solid Waste Committee Appointments – Presented by Doug Olsen, Umatilla County Counsel. The terms of Klaus Hoehna and Mike McHenry on the Umatilla County Solid Waste Committee have expired. They are eligible and are willing to be appointed for another term. The appointments are before the Board for approval. **Commissioner Shafer moved to adopt Order No. BCC2025-25. Seconded by Commissioner Dorran. Carried, 3-0.**
12. Camping Ordinance – Public Hearing – Public hearing opened at 9:49 Chair Timmons. Presented by Josh Roberts, Umatilla County Sheriff’s Office. A draft ordinance for the regulation for use of public property for camping is before the Board for review. The ordinance was based on other county and city regulations. This has come to light because there are areas in the county where extensive camps have been established. The State of Oregon requires a county have time, place and manner restrictions in place before action can be taken. This ordinance is specific to County and other public property in unincorporated areas.

The ordinance allows camping from 7 pm – 7 am, for no more than 5 consecutive days. Returning to a previous location is prohibited for 60 days. The ordinance does not allow

for semi-permanent structures or for items such as garbage to be left behind. Commissioner Dorran inquired about the need for additional personnel if this passes. Lt. Roberts confirms it will add to the workload, to monitor these areas and follow through.

Commissioner Dorran emphasizes how burdensome and unsightly the amounts of garbage are and how quickly it accumulates. Lt. Roberts believes this ordinance embodies that issue, while camping is permitted the requirement is that the area is cleaned up by 7am. Health and safety are a priority. The ordinance gives law enforcement authority to cite for non-compliance or refusal to relocate.

Commissioner Timmons asked about people residing in vehicles or inoperable RV's. Mr. Olsen clarifies that if a vehicle is movable and operable they can camp in their car. Mr. Waldher adds the vehicle must be licensed as well. If a vehicle is inoperable it is considered solid waste. There are restrictions to where this can take place.

Chair Timmons called for proponents. Steve Wallace, Hermiston resident asked about the Sheriff's Office relationship with BLM and their officers. Undersheriff Littlefield replies BLM has limited resources. There is a good working relationship between the Sheriff's Office and BLM. They work together when sites are identified.

Chair Timmons called for other proponents. There were none. Chair Timmons called for opponents. There were none. Chair Timmons called for comment from public agencies. There were none. Call for rebuttal. There was none. Call for a request for continuance or to keep the record open. Commissioner Dorran requested a continuance continue discussions with the Sheriff's Office. Chair Timmons closed the public hearing at 10:06. **Commissioner Dorran requested a continuance to further discussions with the Sheriff's Office and to allow for more consideration.**

13. Supplemental Budgets – Public Hearing – Chair Timmons opened the public hearing opened at 10:07 am. Presented by Kristina King, Umatilla County Accountant. There are seven supplemental budget orders before the Board for consideration. The summary of supplemental budget orders were read before the Board. Chair Timmons called for opponents, proponents, comments from public agencies, rebuttal, or request to keep the record open. There were none in-person or online. Chair Timmons closed the public hearing at 10:10 am. **Commissioner Shafer moved to adopt Order No. Budget2025-028. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-032. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-049. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-050. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-051. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-058. Seconded by Commissioner Dorran. Carried, 3-0. Commissioner Shafer moved**

**to adopt Order No. Budget2025-059. Seconded by Commissioner Dorrnan. Carried, 3-0.**

14. Budget Transfers - Presented by Kristina King, Umatilla County Accountant. There are fourteen budget transfer orders before the Board for consideration. The summary of budget transfers was read before the Board. **Commissioner Shafer moved to adopt Order No. Budget 2025-52. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-53. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-54. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-55. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-56. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-57. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-60. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-61. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-66. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-67. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-68. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-69. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-70. Seconded by Commissioner Dorrnan. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget 2025-71. Seconded by Commissioner Dorrnan. Carried, 3-0.**
15. Historic Month – Presented by Doug Olsen, Umatilla County Counsel. A proclamation to declare May 2025 National Historic Preservation Month is before the Board for consideration, recognizing the importance of historic preservation and the local contribution to preserving historic county places. **Commissioner Dorrnan moved to adopt Order No. BCC2025-024. Seconded by Commissioner Shafer. Carried, 3-0.**
16. PATH Propane Tank – Presented by Doug Olsen, Umatilla County Counsel. Authorization is sought for the issuance of an invitation to bid for installation of an underground propane tank and supply line for the outdoor kitchen area at PATH. This is part of the CDBG grant received for PATH. **Commissioner Dorrnan moved to authorize issuance of invitation to bid for installation of propane tank, line and outdoor hookup at PATH. Seconded by Commissioner Shafer. Carried, 3-0.**
17. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: The Wildhorse Foundation to date is just shy of \$20M of giving to the region. The Board met yesterday and this last quarter \$515,000 was authorized in giving. Wildhorse is a fantastic partner for our region. They can't be thanked enough.

Commissioner Dorran: None

Commissioner Timmons: The Milton-Freewater Junior Show was this weekend, it was a great way to spend Mother's Day.

Meeting adjourned by Chair Timmons at 10:19 a.m.

*Kelsey Bailey*

Executive Secretary – Board of Commissioners