

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of April 14, 2026
9:00 am, Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsels: Doug Olsen, Nicholas Warner

Guests Present: Jennifer Blake, Umatilla County HR Director; Charlet Hotchkiss, Planner I; Bryce Fairchild, Planning Department; Robert Pahl, UC Chief Financial Officer; Steve Craigen, Elections & Records Supervisor; Jason Jensen, CFO; Eric Smidt, Pendleton Citizen; Heather Smidt, Pendleton Citizen; Ken Huber, Hermiston Cemetery District; Jodi Primus, Citizen; Kelsi Primus, Citizen; Cindi Holmes, Citizen; Clint Spencer, City of Hermiston; Lori Spencer, Hermiston Cemetery District; Curt Holmes, Citizen; Megan Davchevski, UC Planning Manager; McKenzie Bowey, GIS Supervisor; Brian Johnson, Public Works;

Video link or Calling in: Rebecca Wahlstrom, Applicant Representative (Business Item #1)

CALL TO ORDER: Chair Dorran called the meeting to order at 9:00 am. 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 - led by Chair Dorran.

Awards/Correspondence/Recognitions – Heather and Eric Smidt presented an award to Dan Primus, District Attorney, for his selfless acts. Travelling home after a baseball game he encountered a head on collision involving the Smidts. The accident caused serious injuries and even a casualty. Dan stepped in without hesitation helping those involved in the collision and even transporting the dogs to receive aid. She highlighted his compassion, kindness, courage and humanity. Heather expressed being forever thankful to him. They awarded him with a plaque and gift. Chair Dorran acknowledged how special the award to Dan is, he also applauded Heather for her efforts today.

Commissioner Shafer gave a shout out to Umatilla County 911 dispatchers in honor of National Public Safety Telecommunicators week.

Minutes – Commissioner Shafer moved to approve the minutes from March 18, 2026 and April 1, 2026 Board meetings. Seconded by Commissioner Timmons. Carried, 3 - 0.

Additions to Agenda – # 19, Flexible Savings Account

Public Comments and Recognition of Visitors – None

Business Items - With Board approval Business Item #5 was bumped to the top of the agenda.

1. Land Use Hearing – Text Amendment – Public Hearing – Chair Dorran opened the public hearing at 9:10 am. The Chair read the opening statement and called for abstentions, bias, conflict of interest, declaration of ex-parte contact & objections to jurisdiction. Chair Dorran called for the staff report. The staff report was presented by Charlet Hotchkiss, Planner I. The Hermiston Cemetery District request is for a text amendment to the County’s 1972 Zoning Code, Section 3.03 Conditional Uses to add “cemetery” to the list of conditional uses permitted in the F-1, Exclusive Farm Use Zone (19-acre minimum parcel size). This conditional use would be subject to Section 7.010 through 7.040 in the 1972 Umatilla County Zoning Ordinance, and permitted upon the issuance of a Zoning Permit to finalize the conditional use request. The Planning Commission voted (6:0) to approve both the Conditional Use Request and Subdivision Request and recommend approval of the Hermiston Cemetery Text Amendment, number T-102-25, to the Board.

Chair Dorran called for proponents, applicant and/or representative. Lori Spencer, Cemetery District Board member and Ken Huber, stood to ask the Board to support the expansion of their cemetery by approving this item. The Chair called for other proponents. There were none.

Chair called for opponents. There were none. Chair called for comments from public agencies. Staff reported no comments from public agencies. ODOT and Hermiston Irrigation District had no objections. There were no requests for continuance or to keep the record open. The Chair then closed the public hearing at 9:19 am. **Commissioner Shafer moved to adopt Ordinance No. 2026-02. Seconded by Commissioner Timmons. Carried, 3-0.**

2. Hermiston Ordinance Co-Adoption – Public Hearing – Chair Dorran opened the public hearing at 9:21 am. The opening statement and declaration same as above. No abstentions, bias, conflict of interest, declaration of ex-parte contact & objections to jurisdiction noted. Chair Dorran called for the staff report. The staff report was presented by Bryce Fairchild, Planner II. On January 26, 2026 Hermiston City Council adopted Ordinance 2378, amending the Comprehensive Plan Map from “Urbanizable” to “Urban” for approximately 19.5 acres located directly south of the Umatilla County Fairgrounds at 1835 E Airport Road. The City Council also adopted Ordinance 2379 annexing said property effective upon coadoption of Ordinance 2378. The City of Hermiston Joint Management Agreement (JMA) Section E (10) requires Comprehensive Plan Amendments applicable in the Urban Growth Area to be processed by the City. The JMA requires amendments to be adopted by ordinance, first by the City, then to the County for co-adoption review. The Hermiston City Council held a public hearing on January 14th 2026 and approved the plan map amendment and subsequently adopted Ordinances 2378 and 2379.

The Umatilla County Planning Commission held the County’s first evidentiary hearing for co-adoption on March 26, 2026. The Planning Commission recommended approval of the Comprehensive Plan Map Amendment Co-adoption with a vote of 6-0.

Chair Dorran called for proponents, applicant and/or representative. Clint Spencer, Hermiston Planning Director. The City of Hermiston is looking to expand RV park development to service EOTEC. Amending the current Comprehensive Plan Map from “Urbanizable” to “Urban” and bringing the 19.5 acres into the City will allow for sewer and water services out there.

Chair Dorran called for other proponents. There were none. Call for opponents. Call for comments from public agencies. Staff reported there were none. Call for rebuttal. There were no requests for continuance or to keep the record open. The Chair then closed the public hearing at 9:23 am. **Commissioner Shafer moved to adopt Ordinance No. 2026-03. Seconded by Commissioner Timmons. Carried, 3-0.**

3. Transportation Committee Appointment – Presented by Charlet Hotchkiss, Planner I. The Umatilla County Transportation Advisory Committee (UCTAC), currently has three vacant positions. Tristan Martinez (Chief Operating Officer – Umatilla County Housing Authority) has applied to serve on the UCTAC for a four-year term. If approved the term would begin April 14, 2026 and end April 14, 2030. This appointment is now before the Board of Commissioners for consideration. **Commissioner Timmons moved to adopt Order No. BCC2026-015. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Planning Commission Appointment – Presented by Megan Davchevski, Planning Manager. The Umatilla County Planning Division requests board approval to appoint Tyson Raymond as a member of the Planning Commission. The Planning Commission has one vacancy and Mr. Raymond has applied for the position and interviewed with staff and the department’s liaison Commissioner. The term would begin immediately and end on December 31, 2029. **Commissioner Shafer moved to adopt Order No. BCC2026-017. Seconded by Commissioner Timmons. Carried, 3-0.**
5. Deputy DA Position Reclassification – This item was bumped to the start of the meeting due to time constraints. Presented by Dan Primus, District Attorney. The District Attorney’s Office continues to face significant challenges in recruiting and retaining qualified Deputy District Attorneys (DDAs). These persistent vacancies have created an unsustainable workload for the remaining legal staff. To address this, the proposal is to reclassify one vacant, budgeted DDA position to an Investigator position. **Commissioner Shafer moved to approve the downgrade and reclassification of one budgeted Deputy District Attorney position to an Investigator position assigned to the Hermiston office. Seconded by Commissioner Timmons. Carried, 3-0.**
6. Wallowa County Cadastral Services IGA – Presented by Mckenzie Bowey, GIS Supervisor. Umatilla County GIS is entering into an agreement with Wallowa County for Umatilla County GIS to provide all cadastral and cartographic services. **Commissioner Timmons moved to approve IGA with Wallowa County to provide cartographic services and cadastral maintenance. Seconded by Commissioner Shafer. Carried, 3-0.**
7. Wallowa County GIS Admin IGA - Presented by Mckenzie Bowey, GIS Supervisor. Umatilla County GIS is entering into an agreement with Wallowa County Assessment & Taxation for Umatilla County GIS to provide all GIS administration outside cartographic services and cadastral maintenance. Services currently provided by the State and Anderson Perry. **Commissioner Shafer moved to approve the contract with Wallowa Count to provide cartographic services and cadastral maintenance. Seconded by Commissioner Timmons. Carried, 3-0.**

8. Public Works Purchase – Corrugated Culverts - Presented by Brian Johnson, Public Works. Public Works is needing to replenish our corrugated culvert supply. It is budgeted for and generally is ordered once a year. Currently there are 3 quotes for culvert pipe and hardware: Eastern Oregon Rental in the amount of \$18,571.25; Arrow Construction Supply in the amount of 18,895.27, and TV Pipe Supply in the amount of \$26,312.59. The recommendation is to go with the lowest quote. **Commissioner Shafer moved to approve the purchase of corrugated metal pipe from Eastern Oregon Rentals and Sales in the amount of \$18,571.25. Seconded by Commissioner Timmons. Carried, 3-0.**
9. Public Works Purchase – Bridge Timbers & Decking – Presented by Brian Johnson, Public Works. Public Works is in need of bridge decking and various timber for bridge repairs for its inventory. Currently there is only 1 supplier found that provides the materials needed for wood bridges and that is Voorhees Wood and Manufactured Products Inc. The cost of the material requested to purchase is \$27,496.80. **Commissioner Shafer moved to approve the purchase of bridge materials from Voorhees Wood and Manufactured Products Inc. in the amount of \$27,496.80. Seconded by Commissioner Timmons. Carried, 3-0.**
10. Public Works Purchase – H Pile – Presented by Brian Johnson, Public Works. Public Works is in need of 14" H pile for the cap on the foundation for the Blue Mountain Station Road bridge across Couse Creek. The only supplier with this product available is Farwest Steel. The total cost of this pile cap delivered is \$6,085.41. **Commissioner Timmons moved to approve payment to Farwest Steel in the amount of \$6,085.41. Seconded by Commissioner Shafer. Carried, 3-0.**
11. DD Payable– Presented by Nick Warner, Deputy County Counsel. The Oregon Department of Human Services (ODHS) – Office of Developmental Disabilities has provisionally approved \$44,018 for a mandatory environmental modification. A deposit of \$6,602.70 has been authorized for payment to the contractor, Suite Additions; a reimbursement request to the State has already been initiated. The remaining balance of \$37,415.30 will be released only upon project completion, a final site inspection, and formal signoff by the individual (or representative), the Service Coordinator, and the Contractor. **Commissioner Timmons moved to authorize payment of the initial deposit of \$6,602.70 to Suite Additions and to approve the subsequent payment of the remaining balance of \$37,415.30 upon project completion and sign-off by all required parties. Seconded by Commissioner Shafer. Carried, 3-0.**
12. Surveyor Purchase– Presented by Nick Warner, Deputy County Counsel. The County Surveyor is requesting to purchase a supply of survey monuments. Three quotes were obtained. The recommendation is to purchase at the lowest cost. The purchase is before the Board for approval due to the amount. **Commissioner Shafer moved to approve purchase and payment to Portland Manufacturing for survey monuments in the amount of \$5,500.00. Seconded by Commissioner Timmons. Carried, 3-0.**
13. Elections Payable – Presented by Steve Craigen, Administrative Services. A payable for postage for the upcoming election is before the Board for approval. This is a yearly routine expense for conducting an election, and has been budgeted. **Commissioner Timmons moved to approve the payable to US Postal Service in the amount of \$20,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**

14. Elections Payable – Ryder Election Services – Presented by Steve Craigen, Administrative Services. A payable for ballot printing and election tally machine coding for the upcoming election is before the Board for approval. This is a routine expense for conducting an election, and has been budgeted. **Commissioner Timmons moved to approve payable to Ryder Election Services, LLC in the amount of \$26,134.17. Seconded by Commissioner Shafer. Carried, 3-0.**
15. Tax Appeal Board Summary – Presented by Steve Craigen, Administrative Services. The Property Value Appeals Board held its hearings on March 11, 2026. The actions taken by the appeals board are before the Board for acceptance. Of the 20 appeals filed, 5 hearings were held. **Commissioner Timmons moved to adopt Order No. BCC2026-016. Seconded by Commissioner Shafer. Carried, 3-0.**
16. Fair Ticketing Contract – Presented by Nick Warner, Deputy County Counsel. In an attempt to keep costs down and keep ticket staffing efficient, the Fair would like to have the Hermiston High School Volleyball program staff the ticketing service for the 2026 Fair. The cost would be \$8,000 with a \$2,000 bonus upon successful completion of all conditions in the agreement being met. **Commissioner Timmons moved to approve contract with the Hermiston High School Volleyball program, authorize Chair to sign and provide payment of \$8,000 with a \$2,000 bonus if all conditions of the signed agreement are met. Seconded by Commissioner Shafer. Carried, 3-0.**
17. SS4A Letter of Support – Presented by Nick Warner, Deputy County Counsel. The Board of Commissioners have an opportunity to sign a letter of support for the Safe Streets for All Program. **Commissioner Shafer moved to authorize the Chair to sign the letter of support. Seconded by Commissioner Timmons. Carried, 3-0.**
18. Banking Services Order Update – Presented by Nick Warner, Deputy County Counsel. With staffing changes in the Finance Office, those employees authorized to perform banking services should be updated. The updated order is before the Board for consideration. **Commissioner Shafer moved to adopt Order No. BCC2026-014. Seconded by Commissioner Timmons. Carried, 3-0.**
19. Flexible Savings Account – Presented by Nick Warner, Deputy County Counsel & Jennifer Blake, HR Director. The County has a new administrator for the health flexible spending accounts. Pacific Source has transitioned to PNC BeneFit Plus. As a result, the plan documents have been updated. The plan and summary are before the Board for approval. **Commissioner Shafer moved to adopt Resolution approving Cafeteria Plan and Summary Plan Description and authorize Chair to sign documents. Seconded by Commissioner Timmons. Carried, 3-0.**
20. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports: None

Meeting adjourned by Chair Dorran at 9:46 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners