

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of November 25, 2025
9:00 am, Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel: Doug Olsen
Counsel Absent: Nicholas Warner

County Staff Present: McKenzie Bowey, GIS Supervisor; Ian Freel, GIS Technician; Joseph Fiumara, Public Health Director; Sergeant Rowen Hayes, UCSO; Captain Paul Wolverton, UCSO; Undersheriff Jim Littlefield, UCSO; Kristina King, Finance Accountant; Ashley Smith, UmaCo Student Health Center NP; Kim Beck, Human Services Director

Video link or Calling in: Dan Lonai, Administrative Services Director; Jennifer Blake, HR Director; Antonio Sierra, Brent Oliver, BrentOliver541 Foundation

CALL TO ORDER: Chair Timmons called the meeting to order at 9:00 am. 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 past commissioners, Robert Pahl, Finance Director, and department heads of Umatilla County. Most of last week all three commissioners attended the AOC Annual Conference, Umatilla County is very lucky to hopefully not be in a position to be forced to lay off employees. Many other counties are not in such a position.

Commissioner Dorran congratulated past President John Shafer on a wonderful year as AOC President.

Chair Timmons awarded a challenge coin to Ashley Smith, Nurse Practitioner at the Student Health Center in the Hermiston High School. Her commendation letter was read highlighting her great determination and many successes. Ashley has accomplished great things, this commendation comes at a great time as the Student Health Center is celebrating completion of their first year in operation.

Chair Timmons also recognized the Umatilla County Sheriff's Office for their wonderful participation in the #JasmineStrong toy drive at Wal-Marts all over.

Minutes – Commissioner Dorran moved to approve the minutes from November 5, 2025 Board meeting. Seconded by Commissioner Shafer. Carried, 3 - 0.

Additions to Agenda – None

Public Comments and Recognition of Visitors – None

Business Items

1. **ATV Ordinance – Public Hearing** – Presented by Doug Olsen, Umatilla County Counsel. Chair Timmons opened the public hearing at 9:08 am. The proposed ATV Ordinance is before the Board for a second reading. Changes have been made since the last discussion on November 5, 2025. The changes are highlighted in yellow. A map showing the area subject to the ordinance is also included.

Commissioner Dorran read a letter from Chad Dodge expressing concerns with exponential liability on Government Mountain Road, including shooting guns on the road, trespassing, high-powered ATV/UTV racing and vandalism of property and fences. Fires are another major concern posing a threat to uninsured timber resources. Major users of the road are semi-trucks hauling logs, cattle, horses and trailers adding to the list of concerns. In conclusion the letter asked not to open Government Mountain Road to public expressing that Tollgate and Juniper Dunes are a few of many adequate OHV recreational use areas.

Chair Timmons discussed the proposed number of road signs that would be needed according to the proposed map and an estimated cost. She also spoke with Sergeant Lehman at the CTUIR; they are not requesting additional signage.

Ian Freel, Umatilla County GIS, created a draft map of the proposed ATV allowed roads. The map assumes all gravel roads are two lane, GIS does not have the data to determine two lane roads. The map includes 98 different roads, 13 are paved roads with a speed limit of 40 mph or less. Mr. Freel pointed out that there are a lot of small roads that don't connect.

Commissioner Shafer asked for clarification on the funding source for the signs predicted to cost \$29,000. Public Works total sign budget for the year is \$30,000. A budget will need to be formed, it is not yet known where the funds will come from at this time.

Commissioner Dorran questioned controlling ATV/UTV use on roads that start in Washington and cross into Oregon and whether they should be included on the proposed map. The board discussed removing some roads that do not connect to preferred riding areas or are primarily in Washington. Commissioner Shafer pointed out roads that abut the reservation may need excluded as well.

Mr. Fellows explained examples of signs for ATV/UTV use that would say “ATV’s on Road” or “Share the Road” with a picture of an ATV. Chair Timmons closed the public hearing at 9:25 am. The Chair indicated that this discussion will be continued to a later meeting.

2. **Maintenance Purchase - Snowplow** - Presented by Dan Lonai, Director of Administrative Services. The Maintenance Department would like to purchase a snowplow for the other 2500 pickup truck in their inventory. The estimate for the plow is \$8,208.35.

Given the extensive campus the county manages, having a second plow would allow maintenance to clear the parking lots more quickly before staff and the public arrive. The snowplow would be purchased in Spokane. The County also owns a Skid Steer but it is not as efficient to move location to location as it needs to be trailered. It is also wider than most sidewalks. **Commissioner Dorran moved to approve the purchase of a snowplow from Titan Equipment in the amount of \$8,208.35. Seconded by Commissioner Shafer. Carried, 3-0.**

3. Flooring Contract - Presented by Dan Lonai, Director of Administrative Services. Approval is sought for the grinding and leveling of the floor in Room 325. Bids were sought for the work. Due to the timing requirements, only one bid was able to be obtained. The recommendation is to proceed with H-5 Contracting for the work. **Commissioner Shafer moved to approve the contract with H-5 Contracting and payment for the flooring of Room 325 in the amount of \$20,265.00. Seconded by Commissioner Dorran. Carried, 3-0.**

4. Sheriff's Office Purchase – Presented by Sergeant Rowen Hayes, UCSO. The County has several ATV's and other SAR assets that need to be trailered to and from response locations. UCSO has been offered a grant from the Oregon Parks and Recreation Department (OPRD) to use for the purchase of three new trailers. The total project amount is \$24,000.00 consisting of 20% from UCSO (\$4,800.00) and 80% reimbursed by OPRD (\$19,200.00). The 20% match will be made through the sale of a surplus trailer, UCSO Unit# 340.

OPRD only requires one bid for the grant, which has already been approved by OPRD. The bid is from Don Johnson Trailer Sales for the three trailers for a total purchase amount of \$24,000.00. The Sheriff's Office intends to transfer the fleet from single axle trailers to tandem axle trailers for safety. UCSO currently has two UTV's and six ATV's. The goal is to be able to accommodate all SAR missions. There are no general fund dollars involved in this transaction. **Commissioner Shafer moved to approve acceptance of the OPRD grant and the purchase of three trailers from Don Johnson Trailer Sales in the amount of \$24,000.00. Seconded by Commissioner Dorran. Carried, 3-0.**

5. Vehicle Repair – Presented by Captain Paul Wolverton, UCSO. On 11/14/2025, Vehicle #22-03 sustained damage after striking a deer. Three estimates were obtained from auto body shops around the county: Pendleton Auto Body - \$10,349.66; Hermiston Auto Body - \$9,469.94; and Zimmerman's Auto Body - \$8,952.07. The recommendation is to proceed with the lowest cost. **Commissioner Dorran moved to approve the vehicle repair by Zimmerman's Auto Body for an estimated cost of \$8,952.07. Seconded by Commissioner Shafer. Carried, 3-0.**

6. DD Payable - Licenses - Presented by Kim Beck, Director of Human Services. Approval is sought for payment for renewal of annual licenses for Grammarly. The program is used for document review. The payable is before the Board due to the amount. Two of the licenses included are for the DA's office. No general fund dollars are involved. Ms. Beck desires to convert to Gemini within the next year, there is a learning process additional information that needs to be loaded into the program. **Commissioner Dorran moved to approve payable to Grammarly Inc. in the amount of \$5,796.00. Seconded by Commissioner Shafer. Carried, 3-0.**

7. DD Payable - Presented by Kim Beck Director of Human Services. A payable is before the Board for approval due to the amount. The cost is reimbursed and budgeted. The cost is for two projects by Suite Additions LLC for improvements. **Commissioner Dorran moved to approve payable to Suite Additions LLC in the total amount of \$100,502.30. Seconded by Commissioner Shafer. Carried, 3-0.**

Commissioner Shafer asked Ms. Beck to speak about Tunnel to Towers. It is a program that came out of the 9/11 tragedy. It is a non-profit organization that builds smart homes for veterans who have experienced significant loss during active duty. Very recently they donated a home to a Veteran in Hermiston. It was a very moving event and very well represented by community representatives. Commissioner Dorran added that Farm City Pro Rodeo donates \$1 from each Friday ticket sale to Tunnel to Towers and displays QR codes to promote donating to Tunnel to Towers. Captain Wolverton exclaimed it was an honor and privilege to be a part of the event.

8. Letter of Support - Presented by Doug Olsen, Umatilla County Counsel. The Commissioners have been requested to supply a letter of support for the Jubilee Lake accessibility project. The project is being proposed by Brent Oliver. A letter of support has been drafted for Board review. Chair Timmons commended Brent's work supplying equipment to people with disabilities so they have the opportunity to experience outings they may not be able to otherwise. **Commissioner Shafer moved to approve the letter of support and authorize chair to sign. Seconded by Commissioner Dorran. Carried, 3-0.**
9. Supplemental Budgets – Public Hearing – Presented by Kristina King, Finance Accountant. Chair Timmons opened the public hearing at 9:49 am. There are two supplemental budget orders before the Board for consideration. Ms. King read the descriptions of each to the Board. There was not public comment. Chair Timmons closed the public hearing at 9:51 am. **Commissioner Dorran moved to adopt Order No. Budget2026-13. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorran moved to adopt Order No. Budget2026-19. Seconded by Commissioner Shafer. Carried, 3-0.**
10. Budget Transfers - Presented by Kristina King, Finance Accountant. There are five budget transfer orders before the Board for consideration. The Budget Transfers were read to the Board. **Commissioner Dorran moved to adopt Order No. Budget2026-14. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorran moved to adopt Order No. Budget2026-15. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorran moved to adopt Order No. Budget2026-16. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorran moved to adopt Order No. Budget2026-17. Seconded by Commissioner Shafer. Carried, 3-0. Commissioner Dorran moved to adopt Order No. Budget2026-18. Seconded by Commissioner Shafer. Carried, 3-0.**
11. Ambulance Staffing Waiver – Presented by Doug Olsen, Umatilla County Counsel. Beginning in 2013, the East Umatilla Health District, then the East Umatilla County Ambulance Service Area Health District, has requested from the State of Oregon for a variance to allow staffing of the District's ambulance with non-EMT drivers. The district is renewing the request for the State of Oregon to grant a variance for staffing reduction to provide Ambulance service in its area. This is something that has been in place for several years and is a benefit to its ability to provide services. The process requires approval from the Board of Commissioners. **Commissioner Shafer moved**

to approve the request for East Umatilla County Ambulance Service Area Health District to operate using reduced staffing, and instruct staff to prepare letter confirming approval. Seconded by Commissioner Dorrn. Carried, 3-0.

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

Commissioner Reports: None

Meeting adjourned by Chair Timmons at 9:55 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners