

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of January 21, 2026
9:00 am, Room 130, Umatilla County Courthouse
Pendleton, Oregon

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Commissioners Present: Chair Dan Dorran, Vice-Chair John Shafer and Commissioner Cindy Timmons
County Counsels: Nicholas Warner
Counsel Absent: Doug Olsen
Guests Present: Robert Pahl, Umatilla County Chief Financial Officer; Undersheriff Jim Littlefield, Analyah Cruz, Public Health; Morgan Linder, Public Health;
Video link or Calling in: Jennifer Blake, HR Director

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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 - None

Minutes – None

Additions to Agenda – None

Public Comments and Recognition of Visitors – None

Business Items

1. **Weed Control Products Purchase** - Presented by Nick Warner, Deputy County Counsel. The County issued a request for proposals for the purchase of weed control products for 2026. Four proposals were received, from Helena Agri-Enterprises, Nutrien, Orion and Wilbur-Ellis. The recommendation is to award the contract to the lowest proposal. **Commissioner Shafer moved to approve contract with Nutrien for the purchase of weed control products for 2026. Seconded by Commissioner Timmons. Carried, 3-0.**
2. **Sheriff's Lexipol Purchase** - Presented by Jim Littlefield, Undersheriff UCSO. The fee for UCSO's annual subscription to Lexipol for 2026 is due. The fee covers the agency's Policy Manual and Daily Training Bulletins, and is in the amount of \$8645.81. The system provides updates when new laws go into effect. It also identifies who is compliant with daily trainings and who is not. All personnel are required to complete daily trainings. **Commissioner Shafer moved to approve the renewal of the annual subscription for 2026 Lexipol in the amount of \$8,645.81. Seconded by Commissioner Timmons. Carried, 3-0.**

3. Community Garden Fence Purchase – Presented by Analyah Cruz, Public Health. The Umatilla County Health Department is asking for approval to purchase materials to construct a 6 foot, black chain link fence around the community garden location. Attached are three quotes from contractors to construct the fence at the community garden site including materials and labor. There is only one entrance, but the city is working to improve the entrance. **Commissioner Timmons moved to authorize the purchase from Sully 6 Construction the materials and labor for construction of a fence for the community garden in the amount of \$10,101.80. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Commissioner Assignments - Presented by Nick Warner, Deputy County Counsel. The liaison assignments for the Commissioners for 2026 are before the Board for approval. The assignments are for department liaison and community benefit plan board appointments. **Commissioner Shafer moved to approve Commissioner Liaison assignments for 2026. Seconded by Commissioner Timmons. Carried, 3-0.**
5. Supplemental Budget – Public Hearing – Presented by Robert Pahl, CFO. The public hearing was opened by Chair Dorran at 9:07 am. There is one supplemental budget order before the Board for consideration. Description of the supplemental budget was read to the Board. The Chair called for public comment, there was none. The public hearing was closed at 9:08 am. **Commissioner Shafer moved to adopt Order No. Budget2026-34. Seconded by Commissioner Timmons. Carried, 3-0.**
6. Budget Transfers - Presented by Robert Pahl, CFO. There are eight budget transfer orders before the Board for consideration. The transfers were summarized to the Board. **Commissioner Shafer moved to adopt Order No. Budget2026-26. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-27. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-28. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-29. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-30. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-31. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-32. Seconded by Commissioner Timmons. Carried, 3-0.** **Commissioner Shafer moved to adopt Order No. Budget2026-33. Seconded by Commissioner Timmons. Carried, 3-0.**
7. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports: None

Meeting adjourned by Chair Dorran at 9:12 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners