

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of February 18, 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: Nicholas Warner

Counsel Absent: Doug Olsen

County Staff: Robert Pahl, Chief Financial Officer; Tom Fellows, Public Works Director; Dan Lonai, Administrative Services Director; Sage DeLong, Emergency Manager; Sheriff Terry Rowan, UCSO; Undersheriff Jim Littlefield; Alexis Larkin, Public Health; Elizabeth Ulloa, Public Health; Melissa Burman, Public Health; Gloria Corona, Public Health Office Manager; Haydee Indraigo, Public Health; Charlet Hotchkiss

Other Guests: Eric Watrud, USFS; Johnny Collin, USFS; Christopher Dennis, USFS

Video link or Calling in: Captain Karen Primmer; Jennifer Blake; Captain Sterrin Ward; Joseph Fiumara; Scott Hayes, Executive Director NWA, Matt Hughart, Kiitelson & Associates

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 – Four Challenge Coins were awarded to Public Health staff, Alexis Larkin, Mario Figueroa, Elizabeth Ulloa and Melissa Burman. Commissioner Timmons read the award forms.

Alexis has demonstrated exceptional professional growth, and resilience maintaining high standards of quality even when faced with workplace challenges. She is a proactive, professional and approachable team member, earning herself a Challenge Coin.

Mario has the ability to adapt and learn quickly. He is able to deescalate situations while maintaining professionalism and commitment. His commitment to excellence was proven by accomplishing program goals and passing the National Environmental Health Association NEHA exam to become a Registered Sanitarian. His outstanding hard work is recognized with the distribution of a Challenge Coin.

Elizabeth Ulloa is always a team player and the first to volunteer continually putting forth her best efforts. She is invaluable not only to UCo Health, but the community as well. Her knowledge, professionalism and

kindness maker her an asset, anyone who has worked with her would agree. She was proudly chosen as a Challenge Coin recipient.

As a newer member of the UCo Health team, Melissa has shown great team work and work ethic. She stepped in and helped where there were shortages, performing tasks not included in her job description. Her desire to learn additional tasks and help out where needed is greatly appreciated and rewarded with a Challenge Coin.

Northwest Accreditation Alliance (NWAA) – Scott Hayes, Executive Director NWAA, presented the Umatilla County Sheriff’s Office with their first award of accreditation under the leadership of Sheriff Terry Rowan. This accreditation requires adherence to 110 law enforcement standards with 261 bullets that have to be addressed and proven within these standards. Acknowledgement was given to Undersheriff Littlefield for his diligent efforts to prepare the agency for the assessment and review. The Umatilla County 911 center is also working toward their accreditation. Congratulations were awarded to the Commissioners, Sheriff and Undersheriff on the first award of accreditation.

Chair Dorran emphasized the high level of achievement this accreditation represents and the impressiveness it implies. This is a monumental step. UCSO is the 11th Oregon agency to receive the accreditation.

There is a separate accreditation for the jail with 306 measures. The jail completes the accreditation every two years. Sheriff Rowan thanked Undersheriff Littlefield for taking a leadership role and expending so much effort to successfully complete this process. Undersheriff thanked his team and Mr. Hayes for the support.

Minutes – Commissioner Shafer moved to approve the minutes from February 4, 2026 Board meeting. Seconded by Commissioner Timmons. Carried, 3- 0.

Additions to Agenda – Chair Dorran added a business item, #21 emergency request for Hermiston’s Edwards Road Bridge, #223 needing decking replacement.

Public Comments and Recognition of Visitors – None

Business Items

1. **Forest Service Report** – Presented by Eric Watrud Forest Supervisor, Johnny Collin Walla Walla District Ranger and Christopher Dennis Deputy Public Affairs Officer. The team provided the updates on the 2026 Forest Plan and encouraged open discussion and questions beginning with Watrud.
 - Blues Intergovernmental Counsel – After 20-years of efforts, BIC will begin to yield a lot of fruit over the next year. A Final Environmental Impact Statement can be expected in the Fall and the Record of Decision, the finality of the process, should be completed in early 2027.
 - Fires Season – A concern this year is a very reduced mountain snow pack. Many fire prevention projects are planned. Near the North Fork John Day Ranger District there is a plan for forest fuels reduction and habitat improvement covering over 100,000 acres. Ignitions, lightning storms or human ignitions, are the determinate as to whether or not there will be fires. Preparations are already taking place, hiring has been more successful this year, most positions have been filled.

- Johnny Collin provided information on the North Fork John Day District. The 54 North Fuels project is a vegetation project North of Ukiah. The project is progressing and is inclusive of CTUIR and Oregon Department of Forestry. The FS Road 54 project is still in permitting stages and implementation is planned for this summer.
 - The Ellis project is a big project for both the Heppner and the North Fork John Day Districts. They hope to move forward with implementation and the first timber sales coming in the 4th quarter. The Battle and Bruin project is a vegetation management project with several thousand acres of commercial harvest and non-commercial thinning.
 - Walla Walla District – Implementation of several projects will begin. The High Buck project will continue along Summit Road. A resiliency project called Summit Road project will include fuels management and make the area more resilient to wildfire. Some commercial projects will result from this. Work still continues to implement the Tiger-Mill Project, last year three timber sales came out of this project. Non-commercial thinning is likely to start this summer.
 - Other vegetation projects include the Mottet project around Jubilee Lake and the Little Looking Glass Watershed. This will include several years of vegetation treatments with timber projects, and non-commercial projects. This summer implementation will begin on the 32 Road Project, this will take a few summers to complete reconstruction.
 - Spout Springs – The Forest Service looks forward to working with Umatilla County and are excited to get that open to the public.
2. TSP Update Report - Presented by Charlet Hotchkiss, Planner and Matt Hughart, Kittelson and Associates. Umatilla County is currently updating the County’s Transportation System Plan. Kittelson and Associates has created a list of priority projects and is wanting the Board’s input on the list prior to the joint Planning Commission/Board of County Commissioner work session in March. Following the work session, the proposed TSP will go before both the Planning Commission and Board of County Commissioners for adoption. Feedback from the Board on the draft prioritized list will be incorporated by Kittelson prior to the joint work session. The most urgent projects are divided into two categories: Tier 1 and Tier 2. Tier 1 projects require immediate attention and currently lack alternative funding sources, such as grants. Tier 2 projects are also near-term priority projects, but grant funds have been identified as possible funding sources.

Commissioner Timmons inquired about the origination of the projects on the list. Mr. Hughart explained that data was compiled, statistics were reviewed, partner agencies were consulted and funding was considered. They started with a review of the previous TSP’s incomplete projects, analyzed input from partnering agencies’ Transportation Plans, public engagement and feedback; Charlet and Megan spent quite a bit of time collecting issues and concerns. The Safe Streets for All planning efforts provided several projects for consideration of site improvements. **Commissioner Shafer moved to approve the priority list as presented to be entered into the draft TSP that will be reviewed in the March work session. Seconded by Commissioner Timmons. Carried, 3-0.**

3. ODOT Grant Application - Presented by Charlet Hotchkiss, Planner. Umatilla County recently received a grant from ODOT Region 5 to form a local Highway 11 Safety Focus Group to provide

safe driving education and outreach. The funding was awarded for October 2025 through September 2026. This has been the third ODOT TSO Safety Grant awarded to fund this project. Requests for the next grant cycle, October 1, 2026 through September 30, 2027 are now due. County Staff are requesting to continue the outreach and Sheriff's Office overtime along Highway 11 in Milton-Freewater. The grant would provide funding for marketing driver safety and provide overtime funding for patrols. If awarded, the grant requires a 20% match from the County which can include in-kind match. Staff are requesting approval for in-kind match in the amount of \$7,500. **Commissioner Shafer moved to authorize staff to submit the grant application. Seconded by Commissioner Timmons. Carried, 3-0.**

4. **STIF Grant Funding** - Presented by Charlet Hotchkiss, Planner. ODOT Statewide Transportation Improvement Fund Plans are currently open for amendment. Planning Staff is requesting to amend the current 2025-2027 STIF Plan to utilize unprogrammed carryover funds. (1) Umatilla County has \$9,288.68 of unprogrammed carryover funds that Planning Staff is requesting to add to Project 1, Task 1 – Transit Coordinator Project within the current STIF Plan. (2) CTUIR's KAYAK Public Transit is requesting to utilize their \$253,288.68 of unprogrammed carryover funds, by adding \$75,812 to Project 6, Task 1 to fund operation costs for the Pilot Rocket route and by adding \$177,759 to Project 6, Task 2 to fund operation costs for the Hermiston Hopper route. (3) The City of Pendleton is requesting to utilize their \$83,499.74 of unprogrammed carryover funds, by adding \$40,000 to Project 10 - Marketing and adding \$43,499.74 to Project 12 – Senior & Disabled Services Program. (4) The City of Hermiston is requesting to utilize their \$50,000 unprogrammed carryover funds by adding it all to Project 14 – WORC Program. **Commissioner Shafer moved to authorize staff to submit the STIF Plan amendment to utilize the specified unprogrammed carryover funds during the 2025-2027 biennium. Seconded by Commissioner Timmons. Carried, 3-0.**
5. **BUILD Grant Application** - Presented by Nick Warner, Deputy County Counsel. Umatilla County, in coordination with the City of Hermiston and City of Umatilla, is pursuing a BUILD planning grant for a new bridge crossing and roadway connection across the Umatilla River near Hermiston. The planning grant will design a comprehensive surface transportation plan including preliminary engineering up to 30% project readiness, environmental permitting, community outreach and a comprehensive benefit-cost analysis. The total planning project cost is estimated at \$3,677,000. The grant requires a non-federal match of 20%. The total grant amount would be \$2,941,600 and the County's 20% local match would be estimated at \$735,400. Community Development Department Staff and liaison Commissioner anticipate that a significant portion of the match would be in-kind with the remainder coming from the Economic Development budget. There is one grant, the in-kind match will be an accumulation of all five partners' in-kind, staff hours, preliminary reports, materials that have already been paid etc. The use of General Fund dollars is not anticipated or recommended. This will be added to a work session in the near future. **Commissioner Shafer moved to adopt Order No. BCC2026-009, authorizing submission of a FY26 BUILD Planning Grant Application for the Umatilla River Bridge Planning Project, and authorize Community Development Department staff to submit the BUILD grant application as long as it does not incur the general fund. Seconded by Commissioner Dorran. Carried, 3-0.**
6. **CIP Letter of Support** - Presented by Charlet Hotchkiss, Planner. The City of Umatilla has requested the Board of County Commissioners to sign a letter of support for a Community-Initiated Project (CIP) request, to be submitted jointly to U.S. Senator Jeff Merkley and U.S. Senator Ron Wyden.

The City of Umatilla's CIP request is for a traffic circle at the intersection of Powerline Road and Highway 730. The City anticipates this project needs to be completed as soon as possible to handle traffic demands, and has already signed agreements with ODOT for planning and construction and has paid ODOT \$370,000 for planning and analysis work. **Commissioner Shafer moved to approve letter and authorize Chair to sign the letter of support for the City of Umatilla's Powerline Road/Highway 730 traffic circle project. Seconded by Commissioner Timmons. Carried, 3-0.**

7. Drilled Well Casing Contract - Presented by Tom Fellows, Director Public Works Department. The County issued a request for proposals for the placement of drilled well casings for the purpose of foundation repair of the bridge on Blue Mountain Station Road. One proposal was received in the amount \$61,126.00. This will come from the Road Department Operating fund. **Commissioner Timmons moved to award contract for drilling well casings for the bridge support to Courtney Well Drilling in the amount of \$61,126. Seconded by Commissioner Shafer. Carried, 3-0.**
8. PATH Contract - Presented by Nick Warner, Deputy County Counsel. As part of the PATH improvement project, a gas line was to be installed for use in the outdoor kitchen. Previously the Board had authorized a request for proposals for this component, but due to a change in the scope, the cost has decreased. A proposal has been received from Knerr Construction for the work. Payment for this work will be through a CDBG grant. **Commissioner Shafer moved to approve contract with Knerr Construction for propane line installation at the PATH facility in the amount of \$18,150.00. Seconded by Commissioner Timmons. Carried, 3-0.**
9. DD Payable – Presented by Nick Warner, Deputy County Counsel. A payable is before the Board for approval due to the amount. The cost is reimbursed and budgeted. **Commissioner Timmons moved to approve payable to Suite Additions LLC in the amount of \$30,107.85. Seconded by Commissioner Shafer. Carried, 3-0.**
10. IT Payable - Presented by Dan Lonai, Director Administrative Services. The Davenport Group has submitted a quote for three years of extended Dell server maintenance at the Sheriff's Office data center, totaling \$57,202.83. This is a planned and budgeted expenditure. **Commissioner Shafer moved to approve and sign the agreement for a three-year maintenance contract with Davenport Group in the amount of \$57,202.83. Seconded by Commissioner Timmons. Carried, 3-0.**
11. IT Payable - Failover - Presented by Dan Lonai, Director Administrative Services. A quote was received to add a failover server for the Justice Center data center. This new server is critical for ensuring the continuous 24/7 operation of dispatch and first responder applications. The total cost for the server and installation is \$14,371.10, which is budgeted under item 15190-602500. **Commissioner Shafer moved to approve and sign the quote in the amount of \$14,371.10. Seconded by Commissioner Timmons. Carried, 3-0.**
12. Fair Purchase - Presented by Nick Warner, Deputy County Counsel. New copy machine needed as the current one is not working at its best; printing interrupted and not solid prints. **Commissioner**

Shafer moved to approve purchase of a Canon iR C3930i from Copers Northwest in the amount of \$6,072.00. Seconded by Commissioner Timmons. Carried, 3-0.

13. SS4A Project Payment - Presented by Nick Warner, Deputy County Counsel. Authorization is sought for a grant from the Local Assistance and Tribal Consistency Fund as part of the American Rescue Plan. The grant would be paid toward the cost for the Safe Streets project. The amount recommended is \$38,628.48. **Commissioner Shafer moved to authorize grant and payment from LATCF funds toward the SS4A/county road digitalization project in the amount of \$38,628.48. Seconded by Commissioner Timmons. Carried, 3-0.**
14. Board Schedule – Presented by Nick Warner, Deputy County Counsel. It is requested to move the second Board meeting in April 2026 to accommodate the budget committee meetings. The proposal is to move to it up a day. **Commissioner Shafer moved to reschedule the April 15, 2026 to April 14, 2026. Seconded by Commissioner Timmons. Carried, 3-0.**
15. Fiscal Policy Discussion – Presented by Nick Warner, Deputy County Counsel. Our current County procurement policy is not very robust. A revised version of the policy has been drafted to help guide procurements. Additionally, alterations to the Required Authorizations of Expenditure of Public Funds policy have been drafted to match the new procurement policy. Both drafted policies were provided to the Commissioners for review and discussion. Changes to spending limit approval requirements for different levels of employees, Commissioners, Directors, Managers etc. were discussed. A work session to discuss these details further was requested and will be scheduled. No action taken.
16. Charter Review Committee - Presented by Nick Warner, Deputy County Counsel. The Umatilla County Charter requires that every four years, the Board shall appoint a Charter Review Committee of not less than five citizen members to review the Home Rule and Charter and its operation. In September, 2022, the Board initiated the process for a review, and on January 18, 2023, the Board appointed a Charter Review Committee. That committee met through June, 2023, and provided its report to the Board in August, 2023. The previous review committee was appointed in 2018. For the last two committees, the Board invited interested persons to apply for appointment. The matter is before the Board to discuss how to proceed with the required Charter Review. Chair Dorran commented that previously a public notice was placed and the selection committee consisted of County Counsel(s) and the Commissioners, He recommended proceeding as done previously. **Commissioner Dorran moved to proceed with a Charter Review Committee with the selection to be set up as historically done to allow for applications. Seconded by Commissioner Timmons. Carried, 3-0.**
17. Compensation Review Committee Appointments – Presented by Nick Warner, Deputy County Counsel. The annual appointments to the Compensation Review Committee are before the Board for approval. Brad Bixler, Steve Eldrige and Pat Hagen are recommended for appointment. **Commissioner Shafer moved to adopt Order No. BCC2026-05. Seconded by Commissioner Timmons. Carried, 3-0.**
18. Livestock Sale Support - Presented by Chair Dan Dorran. Each year, the county has been making a contribution to the youth livestock sale at MF Junior Show, County Fair, and Pendleton Jr. Livestock Show. In preparation for 2026-27 budget, the amount to be contributed for each event

should be set. **Commissioner Timmons moved to approve contribution of \$5,000 each for youth livestock sale at Milton-Freewater and Pendleton Junior Shows and \$15,000 for Umatilla County Fair. Seconded by Commissioner Shafer. Carried, 3-0.**

19. Payable for Lobbying Services – Presented by Commissioner John Shafer. A payable is before the Board for approval, it is over \$5,000. This is an annual payment. **Commissioner Shafer moved to approve annual payable for FY 2026 Lobbying services payable to the City of Pendleton in the amount of \$12,000.00. Seconded by Commissioner Timmons. Carried, 3-0.**
20. Board Payable - Presented by Nick Warner, Deputy County Counsel and Commissioner John Shafer. A payable is before the Board for approval due to the amount. The payment is for the annual contribution to the Northeast Oregon Water Association. **Commissioner Shafer moved to approve payable to Northeast Oregon Water Association in the amount of \$28,050.00. Seconded by Commissioner Timmons. Carried, 3-0.**
21. Emergency Request – Edwards Rd – Presented by Tom Fellows, Director Public Works. A hole was discovered in a Hermiston bridge on Edwards Road. The corrugated metal decking has deteriorated and needs re-decking. The prior bridge inspection did not reveal the issue. The goal is to repair the bridge before harvest season begins, there is not an alternate route that would be efficient. **Commissioner Shafer moved to approve purchase of the corrugated metal decking for the Edwards Road Bridge from Contech Engineered Solutions in the amount of \$25,720.00. Seconded by Commissioner Timmons. Carried, 3-0.**
22. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorrان: Thanked the Board for covering a lot of information in today’s lengthy meeting.

Commissioner Timmons: None

Meeting adjourned by Chair Dorrان at 10:42 am.

Kelsey Bailey

Executive Secretary – Board of Commissioners