

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**

Meeting of June 3, 2020  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon  
*Public Call in #: 541-728-0275*

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**Commissioners Present:** Chair John Shafer, Vice-Chair George Murdock, and Commissioner Bill Elfering

**County Counsel:** Doug Olsen

**Attendance:** Dan Lonai, Administrative Services Director; Paul Chalmers, Assessment & Taxation Director; Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer; Marie Simonis, Assistant Director of Finance; Sheriff Terry Rowan; Dan Dorran, Hermiston; Tom Fellows, Public Works Director (by phone)

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**CALL TO ORDER:** Chair Shafer called the meeting to order at 9:00 a.m. He reminded those present that the meeting is a public forum and there is a call-in option provided. The meeting is being video and audio recorded and minutes will be taken. Comments will become part of the meeting record. If persons wish to speak before the Board, please come to the podium (if present), and 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. He noted there is a point for public input before business items for other than agenda items.

**Pledge of Allegiance** was led by Commissioner Shafer.

**Awards/Correspondence/Recognition** – none.

**Minutes** – Commissioner Elfering moved to approve the Board minutes from the meeting of 5/20/20. Seconded by Commissioner Murdock. Carried, 3-0.

**Additions to Agenda** – per Mr. Olsen, # 5, County Anti-Virus Software

**Public Comments** – for other than agenda items. None were noted.

**Business Items**

1. **Public Works Equipment Purchase List.** Presented by Tom Fellows, Public Works Director (via phone). This is the annual list of potential equipment purchases for next year in conjunction with the budget process. Having this list in place can give at least a 2-week advantage to move forward quickly when equipment is found. It is an extensive list this year and even though \$2 million is budgeted doesn't mean they will expend it all. Commissioner Murdock commented about the state diverting monies to other things and asked Mr. Fellows to address road monies going to where it is supposed to. Mr. Fellows noted funds are derived from gas tax, vehicle registration, weight/mile by trucks and a few other small things. Statute requires funds must go to highways as protected money. 50% goes to ODOT, 30% to counties and 20% to cities – the formula is in the law and limited things qualify for use of these dollars. **Motion was made by Commissioner Elfering to adopt Order No. RD2020-10. Seconded by Commissioner Murdock. Carried, 3-0.**
  
2. **Election Results.** Presented by Dan Lonai, Administrative Services Director. This is for acceptance of the official result of the primary election held in May 19 for county commissioner and county measures (East Umatilla Fire & Rescue District)). **Motion was made by Commissioner Murdock to approve and accept. Seconded by Commissioner Elfering. Carried, 3-0.**

3. County Liability Insurance Policy. Presented by Mr. Lonai. This is for annual renewal of property and liability insurances. Due to COVID-19, CIS is offering the rapid renew process through CityCounty Insurance Services to automatically renew current coverages. Commissioner Elfering declared a conflict as he is a CIS Board member. **Motion was made by Commissioner Murdock to approve renewal with CIS. Seconded by Commissioner Shafer. Carried, 2-0. Commissioner Elfering abstained.**
  
4. East Umatilla Fire & Rescue District. Presented by Mr. Lonai. With the May 19 election, voters passed three ballot measures necessary to create the district. The matter is before the Board for official creation of the district based on the vote. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-042. Seconded by Commissioner Elfering. Carried, 3-0.**
  
5. County Anti-Virus Software. Presented by Mr. Lonai. This is authorize purchase of software. The current vendor for the county anti-virus software was purchased and proposed an increase for renewal cost from \$4,900/year to \$10,000. Therefore, the request is to approve going with a new vendor for the software system (Sophos) with a quote of \$7,740/year from VAR Technologies. **Motion was made by Commissioner Elfering to approve purchase. Seconded by Commissioner Murdock. Carried, 3-0.**
  
6. Property Bids. Presented by Doug Olsen. Twelve properties did not sell at the county's tax foreclosure auction. As is the usual practice, the county accepted written bids on the unsold properties for a period of 30 days, which closed 6/1. The bids are being submitted to the Board to open and to consider any action to be taken. The county can accept bids for at least 15% of the value. Bids were opened and a summary follows:
  - a. Hermiston area property (N. 1<sup>st</sup> Place vacant lot). Minimum bid \$20,290. 1 bid, \$3,043 (meets 15% min requirement). Order No. BCC2020-044
  - b. Hermiston area, house on W. Joseph. Minimum bid \$87,220. bid of \$15,000 (meets minimum). Order No. BCC2020-045
  - c. Milton-Freewater house (Evans St.). Minimum bid \$70,260. 2 bids: \$18,100 (highest) and \$11,111). Order No. BCC2020-046
  - d. Milton-Freewater area, small lot N. of Broadway bldg. Minimum bid \$9,900. Bid of \$1,510 (meets minimum). Order No. BCC2020-052
  - e. Milton-Freewater, parcel 207. Minimum bid \$16,160. bid of \$2,510 (meets minimum). Order No. BCC2020-047
  - f. Milton-Freewater, last larger of 3 lots, tax lot 208. Minimum bid \$59,840. Bid of \$9,010 (meets minimum). Order No. BCC2020-053
  - g. Milton-Freewater area, grain elevator, Casper on Elliott Rd. Minimum bid \$750. Bid of \$750 (meets requirement). Order No. BCC2020-048
  - h. SE Byers property, Pendleton. Minimum bid \$112,860. Bids: One each at \$17,000. \$40,020; \$50,001 (high bid and \$45,676. (meets minimum) Order No. BCC2020-049
  - i. Sunridge Estates lot, value: \$37,800. 2 bids: \$8,050 and \$20,001 (high bid) (meets minimum). Order No. BCC2020-050
  - j. House in Weston. Minimum bid \$39,490 (minimum is \$5,923). 2 bids: \$6,000 (high bid) and \$4,400 (meets minimum). Order No. BCC2020-051

All meet the 15% minimum bids and the Board can accept them or take whatever action they desire. **Motion was made by Commissioner Murdock to accept the highest bids as noted and adopt Order Nos. BCC2020-044 to -053. Seconded by Commissioner Elfering. Carried, 3-0.**

7. Adoption of 2020-21 Budget - Public Hearing. Presented by Robert Pahl, Chief Finance Officer. The budget for FY20-21 was approved at budget committee meetings held in April. Chair Shafer called the public hearing to order @ 9:25 a.m. Mr. Pahl noted the budget will undoubtedly be changed going forward due to COVID-19. Upon request by Chair Shafer, there were no questions from the public. Sheriff Rowan asked to make

comments. He talked about multiple requests for dispatch center additional personnel – he understands uncertainty of budget, but also recognizes some additional funding from 911 appropriations is anticipated. He also reiterated his previous comments of the formula charged to dispatch partners. Partner agencies will see some reductions in amounts paid to dispatch. Regarding the two requested positions, there would be a potential small increase. A tremendous amount of funding has been brought in for delivery of services. 911 is the first line of support. There is a lot of overtime; with two more positions it would help decrease overtime. He would like to revisit the budget at a later time.

Regarding the contracted position at Milton-Freewater School District has continued patrolling duties while maintaining contact with students although school is closed. There is a partnership with the Milton-Freewater superintendent. In response to Commissioner Murdock’s question, Sheriff Rowan advised they have maintained the position. Superintendent Aaron Duff desires to move forward and has set aside funds to maintain the position.

Regarding court security, staffing is provided by some retired personnel and some others are FTEs. He noted the importance of screening and statutory requirements to attend to court duties.

Commissioner Murdock, regarding dispatch formula, advised he is somewhat troubled in that the county can’t charge for people we don’t have. However, can notification be made to partners for tentative costs for FY20-21 and advise the budget could potentially be changed after revisiting the budget? Chair Shafer felt that is possible and advisable. He also commented about the challenge with 911 funds is that even when those dollars have been committed, the legislature can and has taken funds away. The county must be assured of available funds and he doesn’t want to hire 2 FTE, then funding is not there. Commissioner Murdock noted due diligence is to advise partners of 911 funds budget with the current assessment with an additional note that it could increase. Commissioner Elfering noted there are contracts and perhaps certain language could be incorporated into them.

Chair Shafer, regarding court security, moving the screening downstairs to the main floor would require a third security officer. Especially at 8 am and 1 pm with the additional public coming in as well as a deputy to be in each courtroom. He saw the Sheriff’s point and agreed with the need to address. Commissioner Murdock suggested first is the need to determine ASAP modifications made, including first floor screening station for safety of employees in part due to COVID-19, there may be funds received from the CARES Act to cover some of that cost.

Chair Shafer closed the public hearing @ 9:37 a.m. **Motion was made by Commissioner Murdock to adopt Order No. Budget2021-01. Seconded by Commissioner Elfering. Carried, 3-0.**

8. Supplemental Budgets – Public Hearing. Chair Shafer called the public hearing to order at 9:38 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were 11 supplemental budgets, Budget Orders numbered: Order 2020-57 (Human Services: SE63 Program) requires increases in Local Revenue of \$14,000, in State Revenue of \$94,000, in Materials & Services of \$10,500, and in Contingency of \$97,500. Order 2020-58 (Human Services: SE65 IDPF) requires increases in Beginning Cash of \$2,400, and in Materials & Services of \$2,400. Order 2020-59 (Human Services – School Based Mental Health) requires increases in Local Revenue of \$1,400, and in Materials & Services of \$1,400. Order 2020-60 (Human Services: Alcohol, Drug & Gambling Prevention) requires a decrease in Beginning Cash of \$144,468, increases in Local Revenue of \$64,000, in State Revenue of \$77,600, in Materials & Services of \$8,000, and a decrease in Transfers of \$10,868. Order 2020-61 (Economic Development) requires an increase in State Revenue of \$39,000, and in Materials & Services of \$39,000. Order 2020-63 (CARE Program) requires increases in Beginning Cash of \$74,000, in Local Revenue of \$78,000, a decrease in Materials & Services of \$45,000, and an increase in Contingency of \$38,665. Order 2020-67 (BMIP Special Projects) requires increases in Local Revenue of \$5,000 and increases in Materials & Services of \$5,000. Order 2020-69

(General Fund: Jail Program) requires increases in Local Revenue of \$100,000, in State Revenue of \$35,000, and in Materials & Services of \$45,000. Order 2020-77 (General Fund: Communicable Disease Program) requires increases in State Revenue of \$217,922, in Personnel Services of \$191,000, and in Materials & Services of \$26,922. Order 2020-78 (General Fund: Immunizations Program) requires increases in Local Revenue of \$3,500, in State Revenue of \$3,800, and in Materials & Services of \$7,300. Order 2020-84 (Central Water Project) requires increases in Transfers In of \$861,000, in Materials & Services of \$26,000, and in Capital Outlay of \$835,000.

Chair Shafer asked for public comments or questions. With none being heard, Chair Shafer closed the public hearing at 9:43 a.m.

Deliberations. None.

**In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/20:**

**Commissioner Elfering moved to adopt Budget Order No. 2020-57 (Program 5420 – SE63-Peer). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-58 (Program 5422 – SE65-IDPF). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-59 (Program 5428 – School Based Mental Health). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-60 (Program 5487 – Alcohol, Drug & Gambling Treatment Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-61 (Program 1029 – Economic Development). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-63 (Program 5254 – CARE Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-67 (Program 9055 – BMIP Special Projects). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-69 (Program 1540 - Jail). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-77 (Program 5513 – Communicable Disease). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-78 (Program 5549 – Immunizations). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-84 (Program 4060 – Central Water Project). Seconded by Commissioner Murdock. Carried, 3-0.**

9. Budget Transfers. Presented by Marie Simonis, Assistant Director of Finance. There were 20 budget transfers, Budget Orders numbered: Order 2020-56 (Parks) requires an increase of \$55,000 in Materials & Services, and a decrease of \$55,000 in Contingency. Order 2020-62 (Public Works) requires an increase of \$189,000 in Capital Outlay and a decrease of \$80,000 in Contingency. Order 2020-64 (Community Benefits Program: Wind Farm Distrib.) requires an increase of \$3,000 in Materials & Services, and a decrease of \$3,000 in Contingency. Order 2020-66 (Dispatch Reserve) requires an increase of \$22,000 in Capital Outlay, and a decrease of \$22,000 in Contingency. Order 2020-67 (General Fund: Board of Commissioners) requires increases of \$3,000 in Personnel Services, of \$17,000 in Materials & Services, and a decrease of \$20,000 in Contingency. Order 2020-70 (General Fund: Victim Witness Program) requires an increase of \$1,500 in Materials & Services and a decrease of \$1,500 in Contingency. Order 2020-71 (General Fund: Assessor) requires an increase of \$43,000 in Materials & Services, and a decrease of \$43,000 in Contingency. Order 2020-72 (General Fund: Tax Collector) requires an increase of \$12,000 in Materials & Services and a decrease of \$12,000 in Contingency. Order 2020-73 (General Fund: Admin. Services) requires an increase of \$15,300 in Materials & Services and a decrease of \$15,300 in Contingency. Order 2020-74 (General Fund: Records & Archives) requires an increase of \$1,500 in Materials & Services and a decrease of \$1,500 in Contingency. Order 2020-75 (General Fund: Computer Information Services) requires increases of \$30,000 in Materials &

Services and a decrease of \$30,000 in Contingency. Order 2020-76 (General Fund: Code Enforcement/Planning) requires an increase of \$500 in Materials & Services and a decrease of \$500 in Contingency. Order 2020-79 (Human Services: SE80 Gamble Prevention) requires an increase of \$1,000 in Materials & Services and a decrease of \$1,000 in Contingency. Order 2020-80 (Community Benefit Plan: Echo CPB) requires an increase of \$25,000 in Materials & Services and a decrease of \$25,000 in Contingency. Order 2020-81 (Community Benefit Plan: AWERE CPB) requires an increase of \$120,000 in Materials & Services, and a decrease of \$120,000 in Contingency. Order 2020-82 (Community Benefit Plan: HELP CPB) requires an increase of \$24,000 in Materials & Services and a decrease of \$24,000 in Contingency. Order 2020-83 (Community Benefit Plan: EURUS CPB) requires an increase of \$27,000 in Materials & Services and a decrease of \$27,000 in Contingency. Order 2020-85 (General Fund: District Attorney Program) requires an increase of \$50,000 in Materials & Services and a decrease of \$50,000 in Contingency. Order 2020-86 (General Fund: Support Enforcement) requires an increase of \$6,700 in Materials & Services and a decrease of \$6,700 in Contingency.

**In the matter approving Budget Transfers pursuant to ORS 294.463 for FY ending 6/30/20: Commissioner Elfering moved to adopt Budget Order No. 2020 -56 (Program 1005 - Parks). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-62 (Program 4530 – Public Works). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-64 (Program 1650 – Wind Farm Distribution). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-65 (Program 3035 – Communication Equipment Reserve). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-66 (Program 1519 – Dispatch Reserve). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-68 (Program 1004 – Board of Commissioners). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-70 (Program 2050 – Victim Witness). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-71 (Program 3002 – Assessor). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order 2020-72 (Program 3066 – Tax Collector). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-73 (Program 3503 – Administrative Services). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-74 (Program 3518 – Records & Archives). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-75 (Program 3522 – Computer Information Services). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-76 (Program 4056 – Code Enforcement/Planning). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-79 (Program 5424 – SE80 Gambling Prevention). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-80 (Program 1601 – Echo Community Benefit Plan Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-81 (Program 1602 AWERE Community Benefit Plan Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Order Budget No. 2020-82 (Program 1603 – HELP Community Benefit Plan Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-83 (Program 1604 – EURUS Community Benefit Plan Program). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-85 (Program 2022 – District Attorney). Seconded by Commissioner Murdock. Carried, 3-0.**

**Commissioner Elfering moved to adopt Budget Order No. 2020-86 (Program 2023 – Support Enforcement Program). Seconded by Commissioner Murdock. Carried, 3-0.**

10. Livestock District. Presented by Mr. Olsen. Petition was received from a number of property owners in the north county to form a new livestock district. The proposed district meets 2,000-acre requirement as well as other statutory requirements for petitions. No election is needed due to a change in statute, however, a hearing date must set and arrangements must be made for a large enough venue. Notice must go by certified mail to all property owners. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-043 setting a hearing for July 15, 9 a.m. Seconded by Commissioner Murdock. Carried, 3-0.**
11. Fee Ordinance Amendment – Public Hearing. Chair Shafer called the hearing to order at 9:58 a.m. The staff report was given by Mr. Olsen. This is the time for annual adjustments to the fees charged by county offices. Departments were asked for any proposed changes. One increase has been submitted from Community Corrections. This is first reading today for board comments. The second reading is proposed for July 1. There were no comments/questions. Chair Shafer closed the hearing at 9:59 a.m. **Motion was made by Commissioner Murdock to set a second reading hearing date of July 1. Seconded by Commissioner Elfering. Carried, 3-0.**

Executive Session – none.

### **Commissioners' Reports**

Commissioner Elfering: at the 6/2 Fair Board meeting, they set procedure for the county fair in August. The proposal is for limited, static displays – no public access – purely showing and judging. Livestock showing and judging – photo will be taken and brought back for auction – live audience and on-line auction. (Chair Shafer commented the Oregon State Fair has been cancelled). Commissioner Elfering noted the Governor is still to hand down Phase 2 reopening and gathering requirements.

A significant wind storm happened in the Hermiston area – many trees went down. However, there wasn't a lot of property damages. Boardman had a lot more damage (and Commissioner Murdock added that Jefferson County also had a lot of damage). They are working with Fire District 1 for debris removal and process for that (maybe burning and chipping later on).

Commissioner Murdock: will be taking a field trip with Tom Fellows to Hidaway Springs (Ukiah area) next week.

The county will be advised soon regarding the status of the request for CARES Act funding and the status of request to the Governor for moving to Phase 2 opening.

Commissioner Shafer noted he was receiving text messages that the Governor is to have a press conference @ 11 with unknown subjects.

The meeting adjourned at 10:06 a.m.

Respectfully submitted,

*Melinda Slatt*

Executive Secretary, Umatilla County Board of Commissioners