

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of January 22, 2025
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

County Counsel Doug Olsen

Guests Present: Robert Pahl, Umatilla County Chief Financial Officer; Dale Primmer, Umatilla County Community Corrections; Jim Littlefield, Umatilla County Undersheriff; Tom Fellows, Umatilla County Public Works Director; Dan Lonai, Umatilla County Administrative Director; Steve Craigen, Umatilla County Elections & Records Supervisor; Jaclyn Jenkins, Umatilla County Chief Deputy DA; Bob Waldher, Umatilla County Community Development Director; Sage DeLong, Umatilla County Emergency Manager; Jennifer Canchola, RS Davis/Bert's Towing; Jaime Herrera, RS Davis/Bert's Towing Manager; Sarah Sherman, BLM Field Manager; Erick Schow, BLM Assistant Field Manager;

Video link or Calling in: Jennifer Blake, Umatilla County HR Director;

CALL TO ORDER: Chair Timmons called the meeting to order at 9:00 a.m. 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 – Presented by Bob Waldher, Community Development Director Umatilla County. RS Davis was recognized as a community partner with outstanding contributions. They have been instrumental in helping with Code Enforcement cleanup. The invaluable support they have provided with towing and dismantling of items in violation has been crucial. A certificate of appreciation for exceptional service and participation with the county was awarded and photos taken.

Minutes – Commissioner Shafer moved to approve the minutes from January 2, 2025 and January 15, 2025 Board meetings. Seconded by Commissioner Dorran. Carried, 3 - 0.

Additions to Agenda – None

Public Comments and Recognition of Visitors – None

Business Items

1. District Attorney Conference – Presented by Jaclyn Jenkins, Umatilla County Chief Deputy DA. April 21 to April 25, 2025, in recognition of National Child Abuse Prevention Month, the Umatilla County District Attorney's Office, in partnership with the Guardian Care Center (GCC), is hosting the third annual George Murdock Eastern Oregon Regional Child Abuse Conference (CAC) to be held at the Wildhorse Resort in Pendleton, Oregon. The conference in 2023 was scheduled for three days, and has now been increased to week-long event in 2024 and 2025. It starts with the Internet Crimes Against Children and Prosecutor Bootcamp on Monday, and ends on Saturday, April 26, with the GCC Charity Golf Tournament. The Commissioners have been integral in supporting this conference. The conference will bring in speakers from Ireland, Texas, Portland and back East that speak at international conferences all around the U.S. Sponsorships are currently being sought after. There is not another conference like this around this area. Appreciation of the conference, praise and support of the children were reiterated. Ms. Jenkins thanked the County for its support of the conference and the office overall. **Commissioner Dorrان moved to approve speaker, food costs and other expenditures for the upcoming 2025 Child Abuse Conference, a projected total of \$53,000.00 to \$75,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**
2. BLM Update – Presented by Sarah Sherman, Field Manager for Baker Field Office BLM and Erick Schow, Assistant Field Manager for Baker Field office BLM. Almost 650,000 of acres were consumed by wildfires this year and 366,000 of that was BLM land. On a 10-year average about 115,000 acres burn. This year alone exceeded that 10 year average. Appreciation was noted for the county's involvement and invaluable input.

Commissioner Dorrان asked about the plan to start managing the forest, mainly the fuel on the ground? Ms. Sherman explained there are limited timber resources on the Baker side. They attempt to salvage post fire, and are looking to do more in timber sales at Lookout Mountain. Timber harvesting is a very viable option for managing wildfires. Timber resources are not very healthy at the current time. BLM also works with other counties for weed control, so that fuel loads are not as abundant. Commissioner Dorrان introduced Sage DeLong and recommended they collaborate to assist in future plans.

Ms. Sherman handed out the newest updated report on the South Fork of the Walla Walla River.

3. Community Corrections Vehicles - Presented by Dale Primmer, Umatilla County Community Corrections. Community Corrections is requesting authorization to purchase two Dodge Durango's to replace two 2006 Chevrolet Impala's. These larger vehicles are necessary to provide space for a cage that allows for transports of individuals who have been arrested by our office. The money will not affect the general fund. **Commissioner Shafer moved to approve the purchase of two Dodge Durango's from the Enterprise Fleet program in the amount of \$97,484.66. Seconded by Commissioner Dorran. Carried, 3-0.**
4. Sheriff's Office Payment – Presented by Jim Littlefield, Umatilla County Undersheriff. The fee for UCSO's annual subscription to Lexipol for 2025 is due. The fee covers the agency's Policy Manual and Daily Training Bulletins, and is in the amount of \$8,118.13. **Commissioner Dorran moved to approve renewal of annual subscription for 2025 and payment to Lexipol in the amount of \$8,118.13. Seconded by Commissioner Shafer. Carried, 3-0.**
5. CCS Treatment Contract – Presented by Doug Olsen, Umatilla County Counsel. Umatilla County was awarded a CJC grant for jail-based medications for opioid use disorder treatment. The majority of the grant will be used to provide medication and treatment for inmates. The request is to contract this work to be provided by Community Counseling Services. The contract is before the Board for review and approval. **Commissioner Shafer moved to approve contract for CCS to provide the services and authorize signing of the contract. Seconded by Commissioner Dorran. Carried, 3-0.**
6. Harris Park Fees – Public Hearing – First reading by Tom Fellows, Public Works Director. Harris Park is requesting an increase in the fee schedule for camping at Harris Park. The request is to raise camping fees from \$30 per night to \$35 per night and Cabin fees from \$45 per night to \$50 per night. We are asking for this fee increase to go into effect March 1 2025, this is when reservations open for camping for the 2025 season. Harris Park camping season runs from April 1 to October 31 each year. Public Hearing opened at 9:32 am. Chair Timmons asked for comment in favor of, opposed to or neutral. There were none in person or online. Public Hearing closed at 9:34 am. The proposed date for second reading is February 19, 2025. **Commissioner Shafer moved to set second reading of Ordinance No. 2025-01 February 19, 2025. Seconded by Commissioner Dorran. Carried, 3-0.**
7. Fair Building Wiring Contract - Presented by Dan Lonai, Director of Administrative Services. Three estimates were obtained for wiring the classroom to OSU requirements in the new fair building. The lowest estimate was from Copper Creek electric for \$7,750. It is recommended to go with the bid from Copper Creek Electric. **Commissioner Dorran moved to approve contract with Copper Creek Electric in the amount of \$7,750.00. Seconded by Commissioner Shafer. Carried, 3-0.**

8. Fair Building Stairs - Presented by Dan Lonai, Director of Administrative Services. The county received a quote for \$5,750 from Northwest Access Products to install aluminum stairs for the new fair building storage area. **Commissioner Dorrn moved to approve the estimate from Northwest Access Products LLC and payment in the amount of \$5,750.00. Seconded by Commissioner Shafer. Carried, 3-0.**
9. Courtroom Ceiling Contract - Presented by Dan Lonai, Director of Administrative Services. The county received a quote for \$6,430 from Knerr Construction to repair the ceilings in courtrooms 1 & 2. The ceilings were removed during the installation of the new HVAC. **Commissioner Dorrn moved to approve the estimate from Knerr Construction and payment in the amount of \$6,430.00. Seconded by Commissioner Shafer. Carried, 3-0.**
10. Elections Payable - Presented by Steve Craigen, Umatilla County Elections and Records Supervisor. Approve of a payable or the ballot reader maintenance os before the Board for approval. The invoice is \$11,262.53. This is a yearly routine expense for conducting elections and has been budgeted. **Commissioner Shafer moved to approve and sign the payable to Election Systems & Software in the amount of \$11,262.53. Seconded by Commissioner Dorrn. Carried, 3-0.**
11. Planning Rule Comments - Presented by Bob Waldher, Umatilla County Community Development Director. Staff has drafted a comment letter regarding the Eastern Oregon Solar Rulemaking. The letter is before the Board for review and approval. Umatilla County has actively participated in RAC meetings. The letter expresses concern about the proposed rule changes and the requirement for counties to “opt-out” of the proposed rule changes rather than having the option to “opt-in” if the local community desires to participate. **Commissioner Dorrn moved to approve letter and authorize chair to sign. Seconded by Commissioner Shafer. Carried, 3-0**
12. Emergency Management Grant Agreement - Presented by Sage Delong, Umatilla County Emergency Manager. Umatilla County was awarded a grant from Oregon Department of Emergency Management for the use of emergency response equipment, specifically a snowcat. The grant agreement is before the Board for review and approval. **Commissioner Dorrn moved to accept grant and use of equipment and authorize chair to sign the agreement. Seconded by Commissioner Shafer. Carried, 3-0.**
13. Hospital Authority Board Appointments - Presented by Doug Olsen, Umatilla County Counsel. Two members on the Hospital Facility Authority Board have resigned. There are also two terms for members that have expired, and they are eligible and willing to serve for another term. Stephanie Gentry and Breanne Parker are nominated to fill the vacant positions. The appointments are before the Board for approval. **Commissioner Shafer moved to adopt Order No. BCC2025-006. Seconded by Commissioner Dorrn. Carried, 3-0.**

14. Adams CBP Board Appointments – Presented by Doug Olsen, Umatilla County Counsel. There are a number of terms for members on the Adams Community Benefit Plan Board that have expired. Three are eligible and willing to serve for another term. Robert VandeVere is nominated to fill the position for the Special Districts. The appointments are before the Board for approval. **Commissioner Dorran moved to adopt Order No. BCC2025-005. Seconded by Commissioner Shafer. Carried, 3-0.**
15. HELP 2024 Grants - Presented by Doug Olsen, Umatilla County Counsel. The Helix Enhancement Launch Program committee is recommending funding of grants from the community benefit plan for 2024. The grants are before the Board for approval. Commissioner Dorran recused himself from this business item. **Commissioner Shafer moved to approve grants and adopt Order No. BCC2025-009. Seconded by Commissioner Timmons. Carried, 2-0.**
16. HELP 2025 Grant - Presented by Doug Olsen, Umatilla County Counsel. The Board approved additional funding for improvements to the Helix City Hall/Library. Funding of the grant from HELP is before the Board for approval. Commissioner Dorran recused himself from this business item. **Commissioner Shafer moved to approve grant and adopt Order No. BCC2025-010. Seconded by Commissioner Timmons. Carried, 2-0.**
17. Board Grant Payments – Presented by Doug Olsen, Umatilla County Counsel. Approval is sought for the annual Board grants made to the watershed councils and soil and water conservation district. The payments are before the Board due to the amount. **Commissioner Dorran moved to approve the grants to Walla Walla Basin Watershed Council and Umatilla County Soil and Water Conservation District in the amount of \$10,000.00 each. Seconded by Commissioner Timmons. Carried, 3-0.**
18. Board Meeting Schedule - Presented by Doug Olsen, Umatilla County Counsel. Due to scheduling conflicts, the Board meetings in March will need to be reset. The proposal is to move to following weeks, March 5th meeting to March 12th and March 19th to March 26, 2025. Commissioner Timmons asks if the March 12th meeting can take place in the afternoon, this was not opposed and the meeting time suggested is 1:30 pm. **Commissioner Shafer moved to approve the rescheduling of March 5 meeting to March 12, 2025 at 1:30 pm and March 19 meeting to March 26, 2025. Seconded by Commissioner Dorran. Carried, 3-0.**
19. Fair Payable - Presented by Commissioner Dan Dorran. A Fair payable is before the Board for approval. The payment is to the livestock sale committee for the 2024 youth livestock auction commission. **Commissioner Dorran moved to approve payable to Umatilla County Youth Livestock Sale Committee in the amount of \$62,539.77. Seconded by Commissioner Shafer. Carried, 3-0**

20. Board Payable - Presented by Doug Olsen, Umatilla County Counsel. A payable is before the Board for approval. The payment is for the county portion for lobbying costs related to the City of Pendleton for fiscal year 2024-25. Commissioner Shafer provided some background, for years Pendleton and parts of the county were not successful in receiving funding for projects from the state legislature. The City of Pendleton, BMCC, the County and ESD formed a group and hired a lobbyist. After that, receiving funds from the state legislature became more successful. **Commissioner Shafer moved to approve payable to City of Pendleton in the amount of \$12,000.00. Seconded by Commissioner Dorrان. Carried, 3-0**

21. Budget Transfers – Presented by Robert Pahl, CFO Umatilla County. There are two budget transfer orders before the Board for consideration. Budget transfer descriptions were read. **Commissioner Shafer moved to adopt Order No. Budget2025-24. Seconded by Commissioner Dorrان. Carried, 3-0. Commissioner Shafer moved to adopt Order No. Budget2025-25. Seconded by Commissioner Dorrان. Carried, 3-0.**

22. Compensation Review Committee - Presented by Robert Pahl, CFO Umatilla County. The annual appointments to the Compensation Review Committee are before the Board for approval. Chris Bettencourt, Steve Eldrige and Pat Hagen are recommended for appointment. They are eligible for two terms, totaling 6 years. **Commissioner Shafer moved to adopt Order No. BCC2025-007. Seconded by Commissioner Dorrان. Carried, 3-0.**

23. 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 a.m.

Kelsey Bailey

Executive Secretary – Board of Commissioners