

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of June 17, 2020
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public Call in #: 541-728-0275

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

County Counsel: Doug Olsen

Attendance: Jennifer Blake, Human Resources Director; Gina Miller, Planning; Robert Pahl, Chief Finance Officer; Undersheriff Jim Littlefield; Josh Roberts, Sheriff’s Office; Tom Fellows, Public Works Director (by phone); Dick Ferranti, Ferranti-Graybeal Insurance; Mike McHenry, Pendleton Sanitary Service; Dan Dorran, Hermiston.

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. Commissioner Murdock recognized Public Health for all their continuing hard work in handling the COVID outbreak.

Minutes – Commissioner Murdock moved to approve the Board minutes from the meetings of 5/28/20 (joint meeting with Morrow County) and 6/3/20. Seconded by Commissioner Elfering. Carried, 3-0.

Additions to Agenda – none.

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

Business Items

1. **Solid Waste Franchise Extensions.** Presented by Gina Miller, Planning and staff liaison to the Solid Waste Committee. She introduced Mike McHenry, chair of the committee and owner of Pendleton Sanitary Service. This is the annual renewal of 10-year franchises, which are recommended to be extended one year. All have submitted fees, are current on their collection percentage rate and all insurance was verified. The Committee voted electronically, approving and recommending renewals for final approval to the Board of Commissioners. Mr. Olsen noted a franchise can be terminated under the county ordinance. And Ms. Miller added there is language for termination if needed. Mr. Olsen noted the 10-year franchises is preferred for financing purposes. **Motions for approval of each order were made individually by Commissioner Elfering: Order BCC numbers 2020-034, 2020-035, 2020-036, 2020-037, 2020-038, 2020-039, 2020-040, and 2020-041. Each of the above motions was seconded individually by Commissioner Murdock. All Carried, 3-0.**

2. **Rate Increase (Pendleton Sanitary Service).** Presented by Ms. Miller. This process is governed by county ordinance for setting rate increases. The Solid Waste Committee reviewed and voted to recommendation the

rate change. Mr. McHenry abstained from the vote as President of PSSI. In response to Commissioner Murdock's question about rate increases, Mr. McHenry noted prepaid would not have an increase only for the 2021 period. He explained the process and reasons for the increase – recycling markets' revenue is down, overhead costs are up (e.g. gas and corporate activities tax) Although this proposed rate increase won't cover the whole increase. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-033. Seconded by Commissioner Elfering. Carried, 3-0.**

3. STIF Committee Appointments. Presented by Mr. Olsen. Three members' terms on the Statewide Transportation Improvement Fund advisory committee are up (Teresa Dutcher, Linda Carter and Jose Garcia). All have requested reappointment to serve additional four-year terms. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-054. Seconded by Commissioner Murdock. Carried, 3-0.**
4. Road Sign Request – Loop Road. Presented by Tom Fellows, Public Works Director (by phone). A request was made for bicycle signs in two places on Loop Road for safety caution, and to remind vehicle drivers that the road is also used by bicyclists. The citizens would pay for the cost of the signs and the County Road Department would install them. Board approval is sought before the signs are purchased. **Motion was made by Commissioner Murdock to adopt Order No. RD2020-11. Seconded by Commissioner Elfering. Carried, 3-0.**
5. Road Sign Request – NW Livestock Road. Presented by Mr. Fellows. A request was made for no parking signs along NW Livestock Road. This is to help address the traffic congestion that occurs on auction days. Commissioner Murdock noted he had heard from a citizen who had parked there (auction yard) for years and noted that barriers had been placed along the road and asked the commissioner about it. Mr. Olsen noted a temporary no parking permit had gone into effect yesterday (6/16). He added there has been more traffic with the new owner of the business to the East and a large project. If approved, temporary signs will be up until the permanent signs are installed. There is adequate parking off the road. This is a first step to see how it remedies the congestion problem. **Motion was made by Commissioner Murdock to adopt Order No. RD2020-12. Seconded by Commissioner Elfering. Carried, 3-0.**
6. Ambulance Variance. Presented by Mr. Olsen. Previously a waiver for a non-EMT driver was requested by the East Umatilla County Ambulance Service Area Health District, now the East Umatilla Health District. The law allows the variance if the Board approves and also if the district physician advisor. This waiver was done in 2017 and is now requested again. **Motion was made by Commissioner Elfering to approve and instruct staff to prepare a letter confirming approval. Seconded by Commissioner Murdock. Carried, 3-0.**
7. Supplemental Budgets – Public Hearing. Chair Shafer called the public hearing to order at 9:17 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were four supplemental budgets, Budget Orders numbered: Order 2020-87 (General Fund: Courthouse Pendleton Building Program) requires increases in Transfers In of \$100,000, and in Capital Outlay of \$100,00. Order 2020-88 (General Fund – Sheriff/Jail Building) requires increases in Transfers In of \$30,000, and in Capital Outlay of \$30,000. Order 2020-89 (Foreclosed Property) requires increases in Beginning Cash of \$29,000, in Local Revenue of \$20,000, and in Materials & Services of \$49,000. Order 2020-91 (Wind Farm Distribution) requires increases in Beginning Cash of \$69,000, in Materials & Services of \$275,000, and a decrease in Contingency of \$206,000.

Chair Shafer asked for public comments or questions. With none being heard, Chair Shafer closed the public hearing at 9:19 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. 2020-87 (Program 6001 – Courthouse Pendleton Building). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-88 (Program 6003 – Sheriff/Jail Pendleton Building). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-89 (Program 3017 – Foreclosed Property). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-91 (Program 1650 – Wind Farm Distribution). Seconded by Commissioner Murdock. Carried, 3-0.

8. Budget Transfers. Presented Mr. Pahl. There were 2 budget transfers, Budget Orders numbered: Order 2020-90 (Facilities Reserve) requires an increase of \$130,000 in Transfers Outs, and a decrease of \$130,000 in Contingency. Order 2020-92 (Foreclosed Property) requires an increase of \$4,000 in Materials & Services and a decrease of \$4,000 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. 2020-90 (Program 9040 – Facilities Reserve). Seconded by Commissioner Murdock. Carried, 3-0.

Commissioner Elfering moved to adopt Budget Order No. 2020-92 (Program 3017 – Foreclosed Property). Seconded by Commissioner Murdock. Carried, 3-0.

9. Fair Manager Position. Presented by Commissioner Elfering. There have been ongoing discussions for about four years – with the move from the old fairgrounds and looking comprehensively at the coordinator’s role. The job has been reviewed over the past year including duties and job description. The Fair Board’s recommendation is to reclass the coordinator to a manager and increase the salary to Range 25, effective 7/1/20. **Motion was made by Commissioner Elfering to approve. Seconded by Commissioner Murdock. Carried, 3-0.**
10. IT Project Management. Presented by Commissioner Murdock. For about 20 years, the County has been assessing updating its financial software package. In anticipating the move to a new financial software upgrade soon, a new position is sought to be created, the IT Systems Manager, at Range 33, effective 7/1/20. **Motion was made by Commissioner Murdock to approve. Seconded by Commissioner Elfering. Carried, 3-0.**
11. Workers’ Comp Insurance renewal. Dick Ferranti, Ferranti-Graybeal Insurance, agent. Things changed with the COVID outbreak and there are no new bids for property and liability insurance at this time. They should be coming shortly (maybe by next week). He presented a handout detailing the workers’ compensation policy. He worked with Dan Lonai earlier in the week to get appropriate agreements signed for timeliness. He explained the handout showing the guaranteed cost plans (recommended). It has worked best for the last several years. He explained how cost was arrived at. For 2020-2021, the premium went up -- 1% increase this year. Discounts are factored in as well as annual pre-pay – timing is involved to take advantage of the discount. He also pointed out his firm requests a negotiated flat fee. The total for next year’s premium is \$213,225. In order to get \$8500 credit, the check payable to SAIF must be paid before 6/25. There was brief discussion about the experience mod, whereby Mr. Ferranti noted increase is not caused by big claims, but by frequency (vs. severity). He also talked about risk analysis, which is handled by SAIF. He pointed out there is only a 4% increase from last year. **Motion was made by Commissioner Elfering to approve continuing with the current SAIF workers’ compensation plan along with the payable for the premium. Seconded by Commissioner Murdock. Carried, 3-0.** (Documents were signed as needed for the approval to prepay).
12. Bilingual Pay Exception. Presented by Jennifer Blake, Human Resources Director. This is associated with a legal secretary in the DA’s office. There was one more test required by the policy to complete the proper conditions; however, Language Line Solution didn’t offer the one test. The employee has done all can do to

meet the qualifications for Bilingual Pay exception. **Motion was made by Commissioner Murdock to approve the Bilingual Incentive Pay, effective 6/1/20. Seconded by Commissioner Elfering. Carried, 3-0.**

13. Board Meeting Schedule. Presented by Mr. Olsen. This is for the period July 1 – September, 2020 (next quarter). The second Board meeting in July was previously reset due to the annual NACO conference, which has since been cancelled. Therefore, it is recommended the second Board meeting be returned to July 15. **Motion was made by Commissioner Murdock to approve the schedule. Seconded by Commissioner Elfering. Carried, 3-0.**

14. Law Enforcement Support. Presented by Commissioner Murdock. He read the resolution in support of law enforcement within Umatilla County. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-055. Seconded by Commissioner Elfering. Carried, 3-0.** Commissioner Elfering commented about disturbing actions around the country. He feels systemic racism is not prevalent in Umatilla County.

Executive Session – none.

Commissioners' Reports

Commissioner Murdock: nothing

Commissioner Shafer: Congratulations to Kathy Lieuallen on her retirement – the celebration this Friday (6/19) at the Sheriff's Office. Thank you to Capt. Lieuallen as 911 Manager for her many years of service.

Commissioner Elfering spoke about contact tracing for COVID in relation to Union County, which had a spike in numbers. Commissioner Murdock advised Umatilla County has offered help with tracing if needed. He added Umatilla County cases are family related not isolated individuals.

The meeting adjourned at 9:41 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners