

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

Meeting of December 16, 2020  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon  
*Public Call in #: 541-728-0275*

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**Commissioner Present:** Chair John Shafer  
**Commissioners attending remotely:** Vice-Chair George Murdock and Commissioner Bill Elfering  
**County Counsel (attending remotely):** Doug Olsen  
**Guests Present:** Gail Nelson, Economic Development & Tourism Coordinator  
**Video or Calling in:** Dan Dorrn, Commissioner-Elect; Tom Fellows, Public Works Director; Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer; Dan Lonai, Administrative Services Director; Tom Roberts, Sheila Hagar, Walla Walla Union Bulletin; Jan Good, Search & Rescue; Sheriff Terry Rowan; Joe Fiumara, UCo Health Director

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CALL TO ORDER: Chair Shafer called the meeting to order at 9:00 a.m. He reminded all 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 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**

**Awards/Correspondence/Recognition.** Commissioner Elfering acknowledged Sheriff Terry Rowan – last week was the OSAA meeting was virtual. Sherriff Rowan made the following presentation. Part of that end of year recognitions/awards were presented. Above and beyond the call of duty. Sheriffs submitted nominations to the awards committee, where they were vetted, and decided based on merits. Later today there will be a public link to review/view the awards ceremony. This morning, he gave a shout out to Search & Rescue – a significant risk to personal safety during flooding earlier this year. Volunteers are very deserving. He recognized Umatilla County S&R command council of the year! Jan Good is the nuts & bolts of the program (on video connection). In addition, others stepping up and on front lines are volunteers William Werst and Bob English – both are OSAA command council volunteers of the year! Someone who is always there and one of the highest awards of OSAA S&R, he was honored to recognize Dwight Johnson! Thank you to all S&R volunteers, particularly those mentioned today. Hoping for less busy 2021, but kudos for the great work! He noted there will be more awards during a virtual ceremony that afternoon. Please remember to check out the link on the website, if you are able.

Commissioner Elfering reiterated the high honor at the OSAA level and added his congratulations to all those recognized! Commissioner Murdock noted considerable honor to the county, but he also thanked Sheriff Rowan for his service last year at OSAA as outgoing president. Sheriff Rowan advised there will be more specific awards that night – stay tuned. Chair Shafer congratulated the Sheriff and team; a very dedicated group. He couldn't think of more deserving individuals!

**Minutes** – none.

**Additions to Agenda** – none.

**Public Comments** – None were heard.

## **Business Items**

1. **Radio Purchase.** Presented by Dale Primmer, Director of Community Corrections. Approval is sought for the approval to purchase radios for the department. This is a relatively routine item. Field work requires contact with dispatch and patrol. The current radios are no longer serviceable. With different bands, the reality is old 9000 radios aren't usable any longer. Approval is sought to purchase portable radios – 4 TP9-400 at a total cost of \$7,249.04 for radios, charging stations, and etc. **Commissioner Shafer moved to approve the purchase in the amount of \$7,249.04. Seconded by Commissioner Elfering. Carried, 3-0.**
2. **Dispatch Payable.** Presented by Capt. Karen Primmer, Dispatch Manager. A payable for the rental of the dispatch consoles is before the Board for approval. Century Link billed for six dispatch stations; OEM agreed to pay for five. This bill was inadvertently overlooked. Approval is requested for the balance of the invoice, \$6,807.36 (including late charges). **Motion was made by Commissioner Murdock to approve the payable. Seconded by Commissioner Elfering. Carried, 3-0.**
3. **Creation of Positions – Sheriff's Office.** Presented by Doug Olsen. There are two parts to this request for the creation of positions in the Sheriff 's Office. The first part is for creation of a position in the dispatch division and the second is for another position in the corrections division to be assigned to court security.

Commissioner Murdock noted, regarding dispatch, today would be for the second of two positions. Previously, the Board agreed to install additional dispatch positions if there were sufficient 911 revenues, and the other is a security position with the realignment at the courthouse (move from the second floor to the main floor). The Sheriff elaborated about anticipated funds from 911, \$170,000+ additional and, beginning January 1, tax increase will come into effect with increased revenue likely later in the year. So about \$300,000 additional revenue is anticipated; he believes the two positions can be absorbed through those monies for dispatch services. The positions are desperately needed. **Motion was made by Commissioner Shafer to approve the creation of a position in Dispatch. Commissioner Elfering seconded. Carried, 3-0. Motion was made by Commissioner Shafer to approve the creation of the second deputy position in Corrections Division to assign to court security. Seconded by Commissioner Elfering. Carried, 3-0.**

4. **Vehicle Lease.** Presented by Mr. Olsen. Approval is requested to lease a new vehicle. This is for Public Health, which is in need of a pickup to haul a trailer for easier transport of materials in particular in light of vaccinations (COVID 19) events. **Motion was made by Commissioner Shafer to approve lease of a 2020 Chevrolet Silverado through Enterprise Fleet Management. Seconded by Commissioner Elfering. Joe Fiumara, UCo Health Director, added in the past they had relied on other departments, but it was decided leasing would provide for quicker and more streamlined handling plus budget is available. Carried, 3-0.**
5. **Public Health Payable.** Presented by Mr. Olsen. A payable from Public Health is before the Board due to the amount. This is for additional radio advertising cost for public outreach. \$10,000 is available from state COVID funds (per Mr. Fiumara). He clarified, this is for Hispanic outreach for the period 12/2020 – 12/2022 vs. radio advertising per se. **Motion was made by Commissioner Elfering to approve the payable to Diamante Media LLC in the amount of \$10,000. Seconded by Commissioner Murdock. Carried, 3-0.**
6. **Request for Proposals – Software.** Presented by Riley Wortman, IT department. The Board is being asked to approve a request for proposals for the purchase of a new financial software program. The county's financial and payroll system is over 20 years old and the vendor stopped supporting it 10 years ago. Funds have been set aside; it is now time to seek requests for proposals. **Motion was made by Commissioner Shafer to approve. Seconded by Commissioner Elfering. Carried, 3-0.** Commissioner Murdock thanked Riley and gave him congratulations on his new position – handling the county's very complex finance/payroll system.

7. Post-Retirement Employment. Presented by Commissioner Elfering. This request is for the continued post-retirement employment of two positions at the Sheriff's Office. Discussion began at the last meeting. Undersheriff Littlefield and Capt. Dave Williamson are looking to continue employment. Sheriff Rowan added they are his left and right hand people. Approval is recommended for these post-PERS employment. **Motion was made by Commissioner Elfering to approve under Personnel Policy 4.7. Seconded by Commissioner Shafer. Carried, 3-0.**
8. Economic Development Grant. Presented by Gail Nelson, Economic Development & Tourism Coordinator. Approval is sought for a grant the grant committee approved back in December of 2019 in the amount of \$10,000 for Happy Canyon Room renovation at the Pendleton Convention Center. The approval by the committee was conditioned. The conditions have been met, with funding coming from additional sources. PCC has obtained two different grants plus the county's contribution brings about a \$50,000 matching grant. In addition, there have been memorial donations for the project. The county grant committee recommends approval of the grant and also naming the fiduciary agent of GEODC to oversee the accounting. **Motion was made by Commissioner Elfering to approve the grant and payable. Seconded by Commissioner Shafer. Carried, 3-0.**
9. CDA Appointment. Presented by Olsen. This is to update the appointment to the Columbia Development Authority Board. With Commissioner Elfering retiring, the proposal is to appoint Commissioner Shafer and keep Gail Nelson as alternate. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-084. Seconded by Commissioner Murdock. Commissioner Shafer abstained. Carried, 2-0.**
10. Fair Board Appointment. Presented by Commissioner Elfering. This is for an appointment to the Fair Board. The term for Steve Anderson is up next year. As has been the practice, a member elect will be appointed to "shadow" a year. The request is to appoint Andy Wagner beginning 1/1/22 and ending 12/31/24. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-083. Seconded by Commissioner Shafer. Carried, 3-0.**
11. Adams Community Benefit Plan Board Appointment. Commissioner Elfering presented. With his retirement, the county representative on the Adams Community Benefit Plan Board is proposed to be Commissioner Dorran. **Motion was made by Commissioner Elfering to adopt Order No. BCC 2020-085. Seconded by Commissioner Shafer. Carried, 3-0.** Commissioner Murdock noted his conversation with Commissioner Elect Dorran and his interest in being appointed to two of the community benefit plan boards.
12. Sam Cook Building (Hermiston). This is for the formal approve for the sale of the Sam Cook Building. Commissioner Murdock advised that the proposed Order No. BCC2020-086 would be modified to only include approval of sale of the Cook building to accommodate the new Hermiston city hall, and not include the lease agreement. Commissioner Elfering advised he had discussed this with counsel and also with the finance office and it appears to be a good proposition in partnership with the City of Hermiston. The cost of a 15-year period is realistic. **Motion was made by Commissioner Elfering to adopt a portion of Order No. BCC2020-086, but to delay discussion of the lease agreement, which needs to be vetted still. Seconded by Commissioner Shafer. Carried, 3-0.**

Reminder at 10 a.m. is the joint Board meeting with the CTUIR Board of Trustees.

Executive Session – none.

Commissioner comments: Commissioner Elfering talked about rewarding experience to be part of the county serving the citizens and staff at the county for eight years. This is his last meeting. Commissioner Murdock thanked him for his service as commissioner. He was saddened by fact that, due to COVID, acknowledgment looks very different. He referred to Commissioner Elfering's Christmas message. He wished him well.

Commissioner Shafer also thanked Commissioner Elfering for his mentorship and the good relationship at the county. He wished him the best!

The meeting adjourned 9:41 a.m.

Respectfully submitted, *Melinda Slatt*, Executive Secretary, Umatilla County Board of Commissioners