

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of August 18, 2021
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public call-in phone number: 541-728-0275

- Commissioners Present:** Chair George Murdock, Vice-Chair John Shafer, and Commissioner Dan Dorran
- County Counsel:** Doug Olsen
- Guests Present:** Robert Pahl, Chief Finance Officer
- Video link or Calling in:** Tom Fellows, Public Works Director; Megan Green, Planner; Mark Royal, Human Services Director; Dale Primmer, Community Corrections Director; Kim Beck, CDDP Manager; Susan McHenry, LPSSC Chair; Brandon Seitz, City of Umatilla Community Development Director + *see list of video or call-in, copy on file.*

CALL TO ORDER: Chair Murdock 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. 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. 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

Awards/Correspondence/Recognition. Commissioner Shafer advised of another Challenge Coin award from Joe Fiumara, Public Health Director, to coin recipient, Colton Lawrence, coordinator for wrap-around services to quarantined or isolated people. He has done a fantastic job with all coordination. In particular, on 7/30, he found a way to help find a place for the quarantine period for an individual with nowhere else to go. Mr. Lawrence definitely went above and beyond!

Commissioner Dorran thanked the Fair Board, Angie McNalley, and staff for a great 2021 fair. All overcame many issues without hesitation. He feels it was a super teamwork effort – well done!! Also special thanks to hundreds + volunteers.

Chair Murdock added he had received a call from Marie Linnell, coordinator for the Fair sale. Although she’s still going through all steps to get final numbers, the increase at this time is staggering!

Minutes – Commissioner Dorran moved to approve the Board minutes from the meetings of 8/4/21 and 8/11/21. Seconded by Commissioner Shafer. Carried, 3-0.

Additions to Agenda – Doug Olsen noted one item, #9 financial/human resources software, is on the electronic copy.

Public Comments – none.

Business Items

1. **Umatilla UGB Expansion - Public Hearing.** Chair Murdock called the public hearing to order at 9:04 a.m. He made introductory comments and the opening statement as well as explaining the process to be followed.

Staff report was given by Megan Green, Planner. This is for Comprehensive Plan Map Amendment #P-126-20 and Zoning Map Amendment #Z-314-20 for co-adoption of City of Umatilla UGB Expansion. Applicant/property owner is Alan Cleaver. She explained the update in the tax lot number references. A joint management agreement requires co-adoption by both the city and the county. The Planning Commission recommendation to approve was made at their 7/20/21 meeting.

Chair Murdock asked for any ex parte contact by the commissioners? There were none.

He then asked for proponents.

Carla McLane, 170 Van Buren Drive, Umatilla, represents Cleavers & Cleaver Farms. She provided a summary: three applications were submitted to the City of Umatilla (UGB expansion, zone change for land, and a request for annexation – in process for over a year). The final intent is to add 150 acres to the UGB, which would then be rezoned from exclusive farm use to city light industrial, and subsequently annexed into the city. The property is located east of Powerline Road.

Chair Murdock asked for others in favor:

Brandon Seitz, Community Development Director for Umatilla, agreed with Ms. McLane’s outline of the process. Upon approval of action next would be annexation. City council approved this initial application. He noted DLCD two comments which addressed study area for alternate suitable industrial site area. He explained alternate areas are not suitable (five are federal properties, Tribes’ property and also wetlands area). He outlined four required priorities were also addressed, noting that high value ag land must be excluded. It was determined the Cleaver property is seen to be the best and is what is recommended for approval. 300 acres is suitable – only alternative location. Steve Williams, 205 S Crestline Dr., Hermiston, Manager for Cleaver Land, was online and available for any questions if needed. There were none.

Chair Murdock asked for any in opposition? None. Any public agencies? None. He closed the public hearing at 9:23 a.m. Commissioner Shafer advised he attended the Umatilla City Council meeting and was impressed with the great preparation and hard work on Mr. Seitz’s part.

Commissioner Dorran moved to adopt Ordinance No. 2021-07, co-adopting the plan amendment. Seconded by Commissioner Shafer. Carried, 3-0.

- Community Justice Grant Application. Presented by Mark Royal, Human Services Director. And, he noted that Susan McHenry, LPSSC chair, was on the line to answer questions, if needed. This is the third cycle on this grant (Justice Reinvestment). Goals remain the same; the intent is to reduce prison population and reduce recidivism of individuals, holding them accountable and, thus, for public safety. This cycle also includes a piece for equity and inclusion for underserved population, which is new for this application. The available award has grown over the past biennium – not large, but \$1,119,272. Increase for Umatilla County is largely due to the fact the community justice department maintained workload, while other counties did not, resulting in an increase in the amount of funding available to the county. The county’s population grew somewhat and caused workload to increase. He highlighted the four priorities and noted there are five funded positions plus a small amount for equipment, office supplies, and curriculum, for a budget of \$973,592. 3% of the total goes to evaluation and 10% to victim’s services. Also required this year is a letter of support.

Chair Murdock noted this appears to be a more holistic approach – incorporating more services for families. Mr. Royal agreed. Dale Primmer, Community Corrections Director, added our rural county and services are unique here – not a big resource base like Multnomah County. Underserved need this holistic approach – that is why the county’s CARE program is part of this year’s application. This is individual needs assessment including work with a Parole Officer for best referral for services. Also, it is so important for the basic needs to be met as initial part of supervision. A wrap-around view to stabilize people is the goal. The grant allows for two positions – one each in Pendleton and Hermiston. This will be a start to get the program framework together. Chair Murdock noted where it is normally women with kids, male offenders may also have kids that could be served. He gave examples for “system navigators”. **Commissioner Shafer moved to approve**

the grant application and authorize the chair to sign the support letter. Commissioner Dorran seconded the motion, with comments – it’s a sizeable award. Also, thanks to Susan McHenry and the entire LPSSC committee for their dedication and smooth work in the process. **Carried, 3-0.**

3. Community Corrections Biennial Plan. Presented by Mr. Primmer, Community Corrections Director. The 2021-23 biennial plan has been prepared. Approval is sought to authorize the chair to sign a letter of acceptance and support the plan. He gave brief historical summary of state authorization where a biennial plan is submitted for intergovernmental agreement for transfer of funds to the county – similar to other programs with general capitation where a formula is used to arrive at a share of supervised population. 2.3% was the last amount for Umatilla County. Last year, with COVID resulted in total statewide population fell due to decreased supervision. However, Umatilla County Parole Officers continued the work they have been charged with and instead of falling below, our share grew. He also elaborated on budget – our county was pretty vigorous for collections with a net effect of a marginal increase or about the same. This biennial plan was presented to the LPSSC where it was approved. The last step is board action today along with a support letter to submit to Department Of Corrections. **Commissioner Shafer moved to approve the 2021-23 biennial plan and authorize the chair to sign the letter in support. Seconded by Commissioner Dorran. Carried, 3-0.**
4. CDDP Payable. Presented by Kim Beck, CDDP Manager. A payable is before the Board for approval due to the amount. Approval is sought for payment to Therap Services for annual maintenance and license for software in the amount of \$14,466.30. **Commissioner Shafer moved to approve payment of \$14,466.30 to Therap Services. Seconded by Commissioner Dorran. Carried, 3-0.**
5. Veterans’ Services Office. Presented by Commissioner Shafer. With assumption of the substance abuse program by CCS and department reorganization, a new Veterans’ Services Pendleton office is planned. Approval is sought to lease the new site for Veterans’ Services at the Banner Bank Building in the amount of \$300/month beginning 10/1/21. **Commissioner Shafer moved to approve the lease for Veterans’ Services office in Pendleton and authorize the chair to sign. Seconded by Commissioner Dorran.. Carried, 3-0.**
6. Stanfield Funding Request. Presented by Tom Fellows, Public Works Director. The City of Stanfield is requesting funding for its pedestrian lighting project, which qualifies for bicycle path/footpath funding. The lighting project requires a local payment of \$130,000. The city requests \$93,000 for the lighting portion. **Commissioner Dorran moved to adopt Order No. RD2021-04. Commissioner Shafer seconded the motion.** He also noted these aren’t general fund dollars. Mr. Fellows elaborated: state highway fund dollars (from gas tax, vehicle registration, weight tax and a few more) by statute, 1% of the county’s portion is required to go into bicycle path funds with specific criteria for spending. Bike and pedestrian primarily and only for these purposes. This project qualifies for this funding. **Carried, 3-0.**
7. Bridge Engineering Contribution. Presented by Commissioner Dorran. Approval is sought for contribution of \$50,000 to the cost (total of \$130,000) for preliminary engineering for a potential bridge over the Umatilla River as extension of either Elm or Punkin Center Roads – over to I-82. Anderson-Perry Engineering would be looking for the preferred route. **Commissioner Dorran moved to approve payment of \$50,000 to the City of Hermiston for Anderson-Perry’s preliminary report. Seconded by Commissioner Shafer Carried, 3-0.**
8. Access Control System Upgrade. Presented by Dan Lonai, Administrative Services Director. The Sheriff’s Office is requesting approval to replace the old access control system at the Justice Center (only administrative systems on main floor – not the jail) with the same system as installed at the courthouse and Stafford Hansell buildings to be compatible with existing systems. The cost is \$39,433.92. \$50,000 was budgeted for the project as part of the IT 5-year plan. This would a contract for services by alternate method from a single seller, Uni-Tech Communications. Discussion turned to fob control and access. Administrative

Services has ability to track and control who is allowed in/out of the building. **Commissioner Dorrان moved to adopt Order No. BCC2021-069. Seconded by Commissioner Shafer. Carried, 3-0.**

9. Financial/HR Software Contract. Riley Wortman, IT – Financial System/HR Project Manager. The county issued a request for proposals for financial management and human resources system software. Four proposals were received. He outlined staff review and after demonstrations of Caselle and Tyler, recommended awarding the contract to go forward with Caselle to provide the software and to also obtain software for facilities management to Dude Solutions. The two vendors would work together to integrate systems for finance and for HR.

Mr. Lonai added, in the review process, the top two candidates are used by a lot of cities around in the area and various counties in the state. Deschutes County uses Tyler, but lacks in the timesheet section. Same with facility maintenance – Tyler had a partial system as did Caselle. Both Caselle and Dude are willing to export/import as with other clients. These two companies can interface, Mr. Wortman advised. That is, information on the financial side and information on the HR side – a dashboard can be integrated for both. Mr. Lonai clarified there are two different systems, but information will go across. Finance only needs the cost part of projects – not maintenance tickets. Mr. Wortman noted the software interface per proposal includes ability for data to be transferred from one system to the other – still two separate systems, but not doubling work. Information will be input and passed on for what the financial system requires. **Commissioner Shafer moved to award the contract for software for financial management and human resources system to Caselle, and for facilities management to Dude Solutions. Seconded by Commissioner Dorrان. Carried, 3-0.**

10. Coordinated COVID Response. Chair Murdock presented. On 8/11/21, the Board reestablished the declaration of emergency due to COVID. On 8/12/21, the Morrow County Board declared a local state of emergency. Due to overlapping work force and economies, similar rise in cases, and sharing of medical services, it would be desirable for the two counties to coordinate their responses to the COVID emergency. **Chair Murdock moved to enter into an informal agreement with Morrow County to coordinate on COVID response, including policies and resources. Seconded by Commissioner Dorrان. Carried, 3-0.**

Executive Session – none.

Commissioner Reports

Commissioner Shafer - none other than the Fair – it was great to be in-person! Wonderful turn out and presence on the grounds was good.

Commissioner Dorrان - none.

Commissioner Murdock - update regarding masks – he spoke with IMESD Superintendent who advised all schools are intending to comply with the mask mandate. He’s also received communications from others around the state who will be requiring masks (Portland Timbers as well as OSU Beavers and U of O Ducks home games).

The meeting adjourned at 10:01 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary, Umatilla County Board of Commissioners