

**MINUTES**  
**UMATILLA COUNTY BOARD OF COMMISSIONERS**  
Meeting of December 6, 2023  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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**Commissioners Present:** Chair Dan Dorrان, Vice-Chair John Shafer, and Commissioner Timmons  
**County Counsel** Doug Olsen

**Guests Present:** Tom Fellows, Umatilla County Public Works Director; Kim Beck, Umatilla County Human Services Director; Megan Davechevski, Umatilla County Planning Manager; Alisha Lundgren, Umatilla County Public Health Deputy Director; Rachael Reynolds, Umatilla County A&T Director; Greg Smith, CDA Director; Debbie Pedro, CDA Assistant

**Video link or Calling in:**

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**CALL TO ORDER:** Chair Dorrان 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 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** was led by Chair Dorrان.

**Awards/Correspondence/Recognitions.** None.

**Minutes** – None.

**Additions to Agenda** – None

**Public Comments and Recognition of Visitors.** None

**Business Items**

1. **Aggregate Site Amendment** – Presented by Megan Davchevski. This application was set for a land use hearing at this time. The applicant has requested to postpone the hearing. The proposed new date is February 15, 2024. **Commissioner Shafer moved to move the hearing to 02/15/2024 at 1:30 p.m. Seconded by Commissioner Timmons. Carried, 3-0.**

2. **Columbia Development Authority Update** – Greg Smith, Director of the CDA and Debbie Pedro

Mr. Smith presented an update on the Columbia Development Authority. He believes it is important for CDA staff to reach out to all of the CDA partners every 90 days to provide updates. They continue to work on the master plan for the former depot property. They are in the process of determining legal lots of record in Umatilla County. They continue to receive multiple inquires and communication of interest who are requesting opportunities to locate out on the CDA property, most are on the Umatilla County side, including solar and heavy industrial manufacturing. There will be a brief public meeting to discuss the road design. Seven million dollar has been awarded

for basic infrastructure, and legislature also allocated an additional 5 million dollars for infrastructure development projects. The CDA does have outstanding financial obligations, including \$960,000 note to the US Army, implement of the preservation of the Oregon Trail, IRZ consulting, insurance obligations. Want to help bring five members together to unify and see what the course of actions to complete the financial obligations. We appreciate Comm Shafer for being on the board Mr. Smith and Ms. Pedro were thanked for attending and providing an update.

3. Surveyor Fees – Presented by Doug Olsen, County Counsel. This is the time for a second reading on proposed ordinance amendment. Chair Dorrان opened the public hearing at 9:15 a.m. The surveyor is seeking to change three surveyor fees for 2024. The proposed changes are before the Board for a second reading and possible adoption. Chair Dorrان asked for public comments or questions. There were none. Chair Dorrان closed the public hearing at 9:20 a.m. **Commissioner Timmons moved to adopt Ordinance No. 2023-08. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Vehicle Purchase - Presented by Kim Beck, Umatilla County Human Services Director. Approval is sought for the developmental disabilities program to replace four vehicles with four new vehicles through Enterprise Fleet Management. The warranties on all vehicles have expired. The goal is eventually replacing all CDDP vehicles in the inventory with Enterprise vehicles. The total cost: is approximately \$112,000. The vehicles would be purchased with carryover dollars in the program. **Commissioner Timmons moved to authorize the Developmental Disabilities program to replace four vehicles with four new vehicles through Enterprise Fleet Management. Seconded by Commissioner Shafer. Carried, 3-0.**
5. Public Works Payable - Presented by Tom Fellows, Umatilla County Public Works Director. Approval is sought for the payable to Baker Technical Institute in the amount of \$11,800 for CDL training. The payable is before the Board for approval due to the amount. The department has been hiring people without a CDL and then offer training , with employment commitment for a certain period of time, with a reimbursement clause. This provides another option for recruitment. , look around but BTI has been very good to work with and accommodating and have had openings in their programs This training normally takes about two weeks, and is provided locally. **Commissioner Shafer moved to approve payable as outlined. Seconded by Commissioner Timmons. Carried, 3-0.**
6. Road District - Presented by Doug Olsen, County Counsel. Approval is sought for creation of a new road district. In 2021, the legislature amended the law to allow a county to request that forest reserve funds normally credited to a county road program, to be paid to a separate public entity. This would allow the separate entity to receive funds that are precluded from the election to received SRS payments rather than timber receipt payments. Umatilla County is proposing to create a separate road district to allow for the receipt of the additional funding. The process to create a road district requires two public hearings. The matter is before the Board to initiate the process for the formation of a road district and to set a public hearing. **Commissioner Shafer moved to adopt Order No. BCC2023-047. Seconded by Commissioner Timmons. Carried, 3-0.**
7. Public Health Contract - Presented by Alisha Lundgren, Umatilla County Public Health Deputy Director. Approval is sought for a contract with Nash Eastern Oregon Business Source in the amount of \$10,000.00 for updated strategic plan for the department. In 2019, UCo Health completed its first 5 year strategic plan. This document was valuable for providing direction for the

department, as well as meeting Public Health Accreditation requirements. The current plan expires in June 2024. Nash Eastern Oregon Business Source will facilitate the development and creation of a new 5 year strategic plan. The cost for this facilitation will be split among all programs at UCo Health, in accordance with our cost allocation policy. The last plan was created with the help of another consultant. **Commissioner Timmons moved approve contract with Nash Eastern Oregon Business Source and approve expenditure of \$10,000.00. Seconded by Commissioner Shafer. Carried, 3-0.**

8. Sheep Industry Letter - Presented by Chair Dorrان. The Board has been requested to provide a letter of support for the local sheep industry, to be sent to the federal legislative delegation. A draft letter is before the Board for review and approval. **Commissioner Timmons moved to approve the sheep industry support letter and authorize the Chair to sign. Seconded by Commissioner Shafer. Carried, 3-0.**
  
9. Adams Community Benefit Plan Grant - Presented by Chair Dorrان. The Adams Community Benefit Plan committee is recommending funding of a grant for the community benefit plan for 2023. The grant is before the Board for approval. **Commissioner Dorrان moved to approve grant and adopt Order No. BCC2023-046. Seconded by Commissioner Shafer. Carried, 3-0.**

Commissioner Reports: None

Meeting adjourned by Chair Dorrان at 09:35 a.m.

*Lori Smith*

Executive Secretary – Board of Commissioners