

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of September 20, 2023
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

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

Guests Present: Mark Tanner, Umatilla County Maintenance Manager, Karen Primmer Umatilla County Sheriff Office Dispatch Captain, Suni Danforth, Terri Johnson, Valeria Bradley, Resident of Umatilla, Jill Litzsinger, Resident of Hermiston, Byron Morris, Umatilla County EH Supervisor, Jim Littlefield, Umatilla County Undersheriff

Video link or Calling in:

CALL TO ORDER: Chair Dorran 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 Dorran

Awards/Correspondence/Recognitions. Commissioner Dorran ask Jim Littlefield to share a letter of appreciation that he received from Sheriff Mark Crider with Walla Walla County Sheriff’s Office regarding Deputy Hayes participation in an event in Walla Walla County involving a large group. Deputy Hayes operated a ATV patrol in the camping area and maintained availability for emergency responses. His assistance, teamwork and flexibility was invaluable during this operation. Commissioner Dorran shared how well that all of the sheriff departments in this region participate in events and take the thanks from the commissioners back to Deputy Hayes.

Minutes – Commissioner Shafer moved to approve the minutes from the 08/02/2023 and 08/16/2023 Board meetings. Seconded by Commissioner Timmons. Carried, 3-0.

Additions to Agenda – None.

Public Comments and Recognition of Visitors

Suni Danforth- 225 Maple Avenue, Milton Freewater, OR- coming before you this morning as a member of Blue Mountain Alliance to get an update if the Nolan Hills has been filed with the Supreme Court? Doug Olsen, County Counsel, shared that it has been authorized and the attorney will be filing shortly. Suni shared that Blue Mountain Alliance would like to file as friends of the court.

Terri Johnson and Valerie Bradley- came to the board today with a resolution in the matter of proclaiming Umatilla County rejection of an unscientific mask mandate, closure, or restriction related to respiratory or other diseases and reconfirming personal freedoms. They shared copies with the Commissioners and read

aloud the proposed resolution. They are presenting this today to get ahead of it and be prepared. Commissioner Dorran shared that the process is they will take the two resolutions given to them today and review them. It may be placed on the agenda in the near future. Suni Danforth shared that she is in support of the resolution and that Coos County has already adopted this and would like Umatilla County to adopt the two-page resolution.

Business Items

1. Sheriff's Office Purchase – Presented by Karen Primmer, Umatilla County Dispatch Captain. Approval is sought for the replacement of the old carpet with new carpet and laminate flooring in the dispatch center area. The quoted cost is \$10,766.84. The existing carpet has been in the center since the building was built in 1999. This means that carpet is about 24 years old. Carpet cleaning has not been successful. The carpet due to its age, is also worn very thin in places. The new carpet will be in most of the center with the laminate flooring being in the area of the dispatch consoles. Commissioner Dorran asked if this was a part of their budget? Captain Primmer shared that it was. Commissioner Timmons asked if they are putting the laminate in any bigger areas? Captain Primmer shared that the laminate would be placed where the dispatcher's chairs are and at the EOC door where they receive a lot of foot traffic and it will be easier to maintain. **Commissioner Timmons moved to approve the purchase of replacement of the old carpet with new carpet and laminate flooring in the dispatch center area from Cost Less Carpet for \$10,766.84. Seconded by Commissioner Shafer. Carried, 3-0.**

2. Sheriff's Office Trailer Purchase – Presented by Jim Littlefield, Umatilla County Undersheriff. The County issued a request for proposals for the purchase of a new enclosed snowmobile/OHV trailer. One proposal was received in the amount of \$37,800. Another proposal was received but did not meet the deadline. After further consideration, the Sheriff's Office is recommending that the RFP be cancelled, and all proposals be rejected. A trailer with different specifications will be sought. **Commissioner Shafer moved to cancel the request for proposals for the trailer and reject all proposals. Seconded by Commissioner Timmons. Carried, 3-0.**

3. Sheriff's Office Trailer RFP – Presented by Jim Littlefield, Umatilla County Undersheriff. Authorization is sought to re-issue a request for proposals for the purchase of a trailer to transport ATVs/Snowmobiles/OHVs. The specifications for the trailer will be narrowed. Currently, the two snowmobile and ATV trailers being used are old and in poor shape. **Commissioner Timmons moved to approve the re-issuance of request for proposals for purchase of new ATV/Snowmobile trailer. Seconded by Commissioner Shafer. Carried, 3-0.**

4. Maintenance Payable - HVAC - Presented by Mark Tanner, Umatilla County Maintenance Manager. Approval is sought for a payable to Murphy's Heating & Air LLC in the amount of \$6,450 for return air and vent supplies. The payable is before the Board for approval due to the amount. Final payment for heating for the new Community Corrections facility in Hermiston. This will be reimbursed by Community Corrections. Commissioner Timmons asked has this whole project come in around the budget? Mr. Tanner shared that they are still under budget. **Commissioner Shafer moved to approve the payable as outlined. Seconded by Commissioner Timmons. Carried, 3-0.**

5. Maintenance Payable - Fire Sprinklers - Presented by Mark Tanner, Umatilla County Maintenance Manager. Approval is sought for a Maintenance Division payable for inspection and upgrades to courthouse fire system. The payable is before the Board for approval due to the amount. The action heads have to be replaced every 20 years. Commissioner Timmons asked when you install these does it put out a type of dry product? Mr. Tanner shared if you installed a dry system yes but this is two systems and one of them is a dry system that is filled with air and the wet system that is always wet and the wet system heads have to be replaced every 50 years. **Commissioner Timmons moved to approve payable to American Sprinklers, Inc. in the amount of \$6,195. Seconded by Commissioner Shafer. Carried, 3-0.**
6. Maintenance Payable - Paving - Presented by Mark Tanner, Umatilla County Maintenance Manager. Approval is sought for the payable to American Rock in the amount of \$9,960 for paving at the new Hermiston Community Corrections facility. The payable is before the Board for approval due to the amount. Removed the old semi-trailer and there was no asphalt below and this was to repair that and a few spots out in the front. This will be reimbursed by Community Corrections. **Commissioner Shafer moved to approve the payable as outlined. Seconded by Commissioner Shafer. Carried, 3-0.**
7. Maintenance Payable - Security - Presented by Mark Tanner, Umatilla County Maintenance Manager. Approval is sought for the payable to Smith Security LLC in the amount of \$8,090 for security system at the new Hermiston Community Corrections facility. The payable is before the Board for approval due to the amount. This will be reimbursed by Community Corrections. Commissioner Timmons asked if there was security fencing around the back of the facility? Mark shared that yes the fencing is up but the gates are not up and this payable is just for alarms and that there are cameras. **Commissioner Timmons moved to approve payable as outlined. Seconded by Commissioner Shafer. Carried, 3-0.**
8. Maintenance Payable - Cabling - Presented by Mark Tanner, Umatilla County Maintenance Manager. Approval is sought for the payable to UniTech Communications in the amount of \$21,029.14. Approval is sought for a payable for cabling for door access, cameras, and surveillance system at the new Hermiston Community Corrections facility. The payable is before the Board for approval due to the amount. **Commissioner Shafer moved to approve payable as outlined. Seconded by Commissioner Timmons. Carried, 3-0.**
9. Public Health Payment - Presented by Byron Morris, Umatilla County Environmental Health Supervisor. Approval is sought for the payment to the Coalition of Local Health Officials for dues. UCo Health is an active participant in CLHO – Coalition of Local Health Officials. CLHO exists to advocate for Local Public Health Authorities to state agencies and elected officials. There is an annual fee determined by population of the county. As Director, Joseph Fiumara participates in CLHO on a monthly basis, including as a member of the Executive Board, and the Joint Leadership Team. Funds for this will be split amongst all UCo Health programs per our allocation policy, this does include some general funded programs. **Commissioner Timmons moved to approve payment to the Coalition of Local Health Officials in the amount of \$7,715.01. Seconded by Commissioner Shafer. Carried, 3-0.**

10. Public Health Contract - Presented by Byron Morris, Umatilla County Environmental Health Supervisor. Approval and signing is sought for updated IGA with Morrow County agreement. In 2005, Umatilla County began providing Environmental Health Services on behalf of Morrow County. This agreement was amended in 2010 to increase the stipend paid to Umatilla County. There have been some OAR changes that necessitated an updated IGA between Morrow and Umatilla County. Additionally, cost over the last few years has increased as well. This is an updated IGA, intended to provide the same level of services to Morrow County, with an increase in the annual stipend to \$28,840.00. This agreement pertains to the Food, Pool, and Lodging program. Commissioner Timmons asked if the \$28,840 covers all of the cost? Mr. Morris shared that it covers a portion of the cost. **Commissioner Timmons moved to approve and sign the updated agreement. Seconded by Commissioner Shafer. Carried, 3-0.**

11. Insurance Contract - Presented by Dan Lonai, Umatilla County Administrative Services Director. The County issued a request for proposals for the county insurance agent of record for property, liability and workers' compensation coverage. Three proposals were received: Graybeal Group, Swanson Insurance Group, Wheatland Insurance Center. After a review of the proposals, the committee is recommending that the contract be awarded to Wheatland Insurance Center. Commissioner Shafer asked Doug Olsen if this contract they would go with three years of that pricing? Mr. Olsen responded yes. **Commissioner Timmons moved to award contract for insurance agent of record for county insurance policies for property, liability and workers compensation to Wheatland Insurance Center. Seconded by Commissioner Shafer. Carried, 3-0.**

12. Board Payment - Presented by Doug Olsen, County Counsel. Approval is sought for the payment to Union County for the annual dues for Eastern Oregon Counties Association in the amount of \$15,000. The payable is before the Board for approval due to the amount. **Commissioner Shafer moved to approve the payable as outlined. Seconded by Commissioner Timmons. Carried, 3-0.**

Commissioner Reports:

Commissioner Shafer: None

Commissioner Dorran: None

Commissioner Timmons: None

Meeting adjourned by Chair Dorran at 09:37 a.m.

Lori Smith

Executive Secretary – Board of Commissioners