

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of December 2, 2020
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public Call in #: 541-728-0275

** ** ** **

Commissioner Present: Chair John Shafer
Commissioners attending remotely: Vice-Chair George Murdock and Commissioner Bill Elfering
County Counsel: Doug Olsen
Guests Present: Bryce Dole, reporter, & Ben Lonergan, photographer - East Oregonian
Video or Calling in: Dan Dorran, Commissioner Elect; Bob Waldher, Planning Director; Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer; Dan Lonai, Administrative Services Director; Gail Nelson, Economic Development & Tourism Coordinator; George Cress, City of Pendleton Planner; Rachael Reynolds, Assessment & Taxation Director; Tom Roberts, Emergency Manager

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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 Murdock noted a thank you card and picture was received from Macy Thomas for support of her steers projects at the Milton-Freewater Jr. Show earlier this year.

Minutes – Commissioner Elfering moved to acknowledge the Board minutes from the meeting of 11/18/20. **Seconded by Commissioner Murdock. Carried, 3-0.**

Additions to Agenda – none.

Public Comments – None were heard.

Business Items

1. **Land Use Hearing, Co-Adoption of City of Pendleton UGB Adjustment – Public Hearing.** Chair Shafer called the public hearing to order at 9:04 a.m. and gave the opening statement. Bob Waldher, Planning Director, gave the staff report and the request by the City of Pendleton to co-adopt a proposed change to the city’s UGB whereby removing 69.2 industrial land in UGB and replace with another 69.2 acres to be rezoned from county zone designation EFU to City Light Industrial (M-1), and annexed into the City. (Plan Amendment #P-127-20 and Zoning Map Amendment #Z-315-20). This is part of the update of the airport master plan to support the drone industry. The initial hearing was held before the 5/28 City Planning Commission and passed as Ordinance 3960 during the council meeting on 7/20. There was also County Planning Commission hearing on 10/22 with approval recommendation passed on to the Board of Commissioners today. In addition, DLCD also reviewed and supports the action. Discussion went on to location per maps projected on the monitors (referred to page 10 of the city’s report and Mr. Waldher clarified as to areas shown in green and red).

Chair Shafer then asked for other question, with none heard, he read a statement regarding criteria and questions on any issues. Chair Shafer called for proponents, applicant or others that wanted to testify. George Cress, City of Pendleton Planner, 500 SW Dorion, provided a brief summary – including removing property from South of Stage Gulch Road and replacing it with property owned by the city, North of airport runway A26 (added under FAA review). The purpose is to support airport related property identified in airport master plan-2020. The UAS industry is growing and needs additional land near airport runway. Removing land from the UGB and then adding the traded property with rezoning as staff report noted. Annexation will be done. There is also a separate small piece of property for water main expansion in the area. Approximate \$17 million is planned for expansion activities at the airport plus the city has committed additional funding for economic development. He also thanked Mr. Waldher and county planning staff for their assistance with the lengthy process as well as working through state issues.

With no other proponent, Chair Shafer then asked for opponents. There were none. He then asked for comments from public agencies; none were heard. And, Mr. Waldher noted none were received by his office. Therefore, no rebuttal was needed. Finally, with no requests for continuance to keep the record open, Chair Shafer closed the hearing @ 9:19 a.m.

Commissioner Elfering moved to approve Ordinance No. 2020-06, coadoption of City of Pendleton Ordinance No. 3960. Seconded by Commissioner Murdock. Carried, 3-0.

2. AWERE Board Appointments. Presented by Chair Shafer. Two members' positions terms are expiring. Proposed is for himself to serve as county representative and Bob Waldher would serve as City of Athena representative (he resides there) and Duane Thul is proposed for reappointment as City of Weston's representative. **Motion was made by Commissioner Murdock to adopt Order No. BCC2020-083. Seconded by Commissioner Elfering. Chair Shafer abstained. Carried, 2-0.**
3. Election Results. Presented by Dan Lonai, Administrative Services Director. This is to certify the official election results of November 3, 2020 for two positions, Commissioner position #3, Dan Dorrان, and Sheriff Rowan (who ran unopposed), as well as the county measure 30-145 (Second Amendment sanctuary ordinance) passed. Discussion turned to certification and Mr. Lonai noted ORS requires certain random batches to be hand-counted to verify the machine count is proper. There was no measure close enough to require recounting. **Motion was made by Commissioner Elfering to approve/accept the election results and authorize the Chair to sign the letter. Seconded by Commissioner Murdock. Carried, 3-0.**
4. Creation of Position - IT. Presented by Mr. Lonai. This is a request to add another position in the IT division. This is in preparation for new Finance/H.R. software system. It is a 2 to 3-year commitment to get a new staggered approach -- a/p and H.R. have a different fiscal year (finance is 7/1-6/30 and H.R. is calendar year). Background: Riley Wortman was recently promoted to manage this system through its roll-out and implementation. Thus, his prior duties – the biggest one being the Sheriff's office, jail, and multi bi-county of RIMS and dispatch system – will need to be covered by another employee. Plus, another person in I.T. will be retiring within 2-3 years. **Motion was made by Commissioner Murdock to approve new full-time position for IT Data Analysis, effective 1/1/21. Seconded by Commissioner Elfering. Carried, 3-0.**
5. Records Server. Mr. Lonai presented. This request is for the approval to purchase a new records system server. This has been in the five-year master plan for replacement and \$15,000 was set aside. The cost came in just under \$15,000 and budget is available. In doing this at the end of the calendar year captures a good discount. He provided more explanation and background. **Motion was made by Commissioner Elfering to approve purchase of a new Records server from Dell in the amount of \$14,989.69. Seconded by Commissioner Murdock. Carried, 3-0.**

6. Election Payable. Presented by Mr. Lonai. Approval is sought for an election payable for the ballot reader maintenance. This is a budgeted and yearly expense for elections -- counting/verification software updates maintenance and license costs. Just over \$5,000. Elections need to be secure and system maintenance provides updates. **Motion was made by Commissioner Elfering to approve payable to Election Systems & Software in the amount of \$5,570. Seconded by Commissioner Murdock. Carried, 3-0.**
7. Uncollectible Taxes. Presented by Rachael Reynolds, Assessment & Taxation Director. This request is for two tax accounts to abate/cancel taxes. Both are for manufactured homes no longer there and that were destroyed by fire or flood. **Motion was made by Commissioner Elfering to adopt Order No. TX2020-06. Seconded by Commissioner Murdock. Carried, 3-0.**
8. Emergency Management Portable Signs Systems Purchase. Tom Roberts, Emergency Manager. Approval is sought for message trailers for emergency management with Homeland Security grant funds – joint funds for Umatilla and Morrow Counties. The application amount was for \$210,000 (split in half for equipment). The State agreed to fund ½ the request, \$105,000. The request is to approve the purchase of the trailers for \$100,000 through the single seller procurement exception. In particular, this equipment will assist with any Hanford issues of radioactivity affecting the north and west part of the county. He described the signs, messaging, control from one laptop or phone, and there being only one point of purchase. There is a second piece to come later for expenditure of the remaining grant funds. **Motion was made by Commissioner Elfering to adopt Order No. BCC2020-082. Seconded by Commissioner Shafer. Carried, 3-0.**
9. CARES Business Grant Program. Presented by Gail Nelson, Economic Development & Tourism Coordinator. Approval is sought for expenditure of up to \$1,183,815 of CARES funds from the state for grants to area businesses. Details/criteria for the process are being worked out. In general, funds will be disbursed out in different amounts with population part of the criteria. She noted the need for a bit more time to get the program up on-line, hopefully, tomorrow or the next day and will run through December 15. At that time, she will work with each city/zip code before getting the information/approval with the county finance office to get checks out by December 31. **Motion was made by Commissioner Elfering to approve. Seconded by Commissioner Murdock. Carried, 3-0.**
10. Post-PERS Employment. Presented by Jennifer Blake, Human Resources Director. Approval is sought for four full-time post PERS retirees to continue employment in the 20-21 year. They would continue to be at-will employees and are subject to personnel policy 4.7. In response to Commissioner Murdock’s question as to how these requests come to H.R., Ms. Blake noted it is typically the employee making the request. One came along with the manager’s signature for approval in support of the option. Commissioner Murdock noted importance of getting manager approval before Board approval and Ms. Blake agreed with that expectation. Commissioner Murdock felt uncomfortable granting something like this employment without the request and support of the department head/manager. Ms. Blake advised this action can be moved to next month. Commissioner Murdock felt protocol should be with manager support first. Commissioner Elfering agreed about department head prior approval as did Chair Shafer. Two employees have manager approval and can move forward.

Motion was made by Commissioner Murdock to approve for those with appropriate documentation of manager approval. Seconded by Commissioner Elfering. Carried, 3-0.

Executive Session – none.

Commissioners’ Reports none.

The meeting adjourned 9:53 a.m.

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