

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

Meeting of April 16, 2025  
9:00 a.m., Room 130, Umatilla County Courthouse  
Pendleton, Oregon

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

**Guests Present:** Tom Fellows, Umatilla County Public Works Director; Dan Lonai, Umatilla County Administrative Director; Steve Craigen, Umatilla County Elections & Records Manager; Megan Davchevski, Umatilla County Planning Manager; Stephanie Barnett, Umatilla County HR; Camryn Fridy, Umatilla County HR; Captain Karen Primmer, Umatilla County Sheriff's Office; Lieutenant Josh Roberts, Umatilla County Sheriff's Office; Hailey Roberts, Umatilla County Sheriff's Office Dispatch; Stephen Westfall, Evidence Deputy Umatilla County Sheriff's Office; Nita Westfall, public; Gina Miller, Umatilla County Planning Dept. & Solid Waste Committee; Mike McHenry Chair Solid Waste Committee; Jeff Brown, City of Pendleton Public Works Director; Bob Johns, PO Box 618 Athena; Lane Porter, PO Box 506, Athena;

**Video link or Calling in:** Captain Paul Wolverton, Umatilla County Sheriff's Office Criminal Division;

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**CALL TO ORDER:** Chair Timmons called the meeting to order at 9:00 a.m. She 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** - led by Chair Timmons.

**Awards/Correspondence/Recognitions** – Employee of the Quarter award was presented by Chair Timmons. Stephen Westfall is acknowledged and celebrated for his precision, diligence, commitment and dedication. Chair Timmons read the nomination letter from his peers highlighting these qualities. Thank you to Stephen.

**National Telecommunications Week** – Captain Karen Primmer, Umatilla County Sheriff's Office spoke about the unsung heroes, the voices of the Umatilla County Dispatch Center. She describes

the Umatilla County dispatchers as the calm voice in the chaos, the lifeline between those in need and the help needed. They are the first First Responders, the silent backbone of law enforcement, fire and medical services. The job that they perform has the potential to be life altering; it is high stress and demands quick thinking, coordinating of multiple agencies and the ability to remain calm and focused.

Incoming calls include the need for law enforcement, fire services, search and rescue, mental health assistance, CPR and medical care. UCSO handled 94,043 calls for Police, Fire, EMS, Community Paramedic and Quick Response services in 2024 year. The Umatilla County Dispatch Center answered the 93.97% of all 911 calls in 2024 within 10 seconds, exceeding the National standard of answering 90% of all 911 calls within 15 seconds.

Personnel accomplishments include employees administering pre-arrival instructions resulting in CPR saves. The Stork Award was recently received by a Umatilla County dispatcher for the delivery of a baby via pre-arrival instructions. These dispatchers are the bridge between fear and safety, between chaos and order. Umatilla County is proud to be the home of the first Public Safety Answering Point, PSAP in Oregon and that is in Milton-Freewater.

Captain Primmer and the Umatilla County Dispatch team were praised and thanked for the work they do.

**Minutes** – Commissioner Shafer moved to approve the minutes from April 2, 2025 Board meeting. Seconded by Commissioner Timmons. Carried, 2 - 0.

**Additions to Agenda** – None

**Public Comments and Recognition of Visitors** – Bob Johns, 51327 Wildhorse Creek Rd, the request before the Commissioners today is to declare a proclamation for National Day of Prayer to be recognized on May 1. Per his attorney, this is not against the constitution. He states that this is an annual Federal event and denial of this proclamation could be considered discrimination. He concluded his request by asking how about the process to move this forward. Chair Timmons advised that it will be taken under advisement by the commissioners. Documentation was given for the Commissioners and the County Counsel. He was thanked for coming.

### **Business Items**

1. **Goad Road Transfer – Public Hearing** –Chair Timmons opened the public Hearing at 9:18 am. She called for public comment. There was none. Tom Fellows, Umatilla County Public Works Director presented background. As part of the Rees-Goad project, the City of Pendleton has annexed property and planned improvements to Goad Road. To assist in the development of the road, jurisdiction of the road should be transferred to the City of Pendleton. The initial step to transfer is before the Board. Notice of a public hearing has been posted, and the public hearing is to allow anyone to provide input on the transfer. Following the public hearing, the order can be adopted. No further comments in-person or online. The public hearing closed at 9:21 am. **Commissioner Shafer moved to adopt Order No. RD2025-01. Seconded by Commissioner Timmons. Carried, 2-0.**

2. Ransier Pit Contract - Presented by Tom Fellows, Umatilla County Public Works Director. The County issued a Request for Proposals for the drilling and blasting of the Ransier gravel pit. One proposal was received from Aggregate Resource Industries for \$5.25 per cubic yard. The recommendation is to award the contract to the proposer. **Commissioner Shafer moved to approve notice of intent to award contract for drilling and blasting services to Aggregate Resource Industries in the amount of \$5.25/CY. Seconded by Commissioner Timmons. Carried, 2-0.**
3. Solid Waste Franchises – Presented by Gina Miller, staff liaison to the Solid Waste Advisory Committee, SWAC, & Mike McHenry owner of Pendleton Sanitary and Chair of SWAC. On April 8, 2025, the SWAC met and voted to approve recommendation of the following franchise renewals to the Board of Commissioners for final approval: Pendleton Sanitary, Humbert’s Refuse, Sanitary Disposal, and Eastern OR Waste Management. All requirements of renewal have been satisfied. **Commissioner Shafer moved to adopt Order No. BCC2025-016. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-017. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-018. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-019. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-020. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-021. Seconded by Commissioner Timmons. Carried, 2-0. Commissioner Shafer moved to adopt Order No. BCC2025-022. Seconded by Commissioner Timmons. Carried, 2-0.**
4. Ukiah Rodeo Permit - Presented by Megan Davchevski, Umatilla County Planning Manager. The Planning Division received an application for a permit for an outdoor mass gathering. The event is the Camas Prairie Cowboy Convention scheduled for two days, June 27 and 28, 2025. Expected attendance at the event is 1000 people per day. The state statute requires annual use permits due to the property being located on Exclusive Farm Use Land, this is the reason it has to come before the Commissioners each year. **Commissioner Shafer moved to approve permit for outdoor mass gathering and authorize Chair to sign. Seconded by Commissioner Timmons. Carried, 2-0.**
5. Sheriff’s Office Request for Proposals – Presented by Josh Roberts, Umatilla County Sheriff’s Office. The Sheriff’s Office is seeking to have a request for proposal issued for upfitting UCSO patrol vehicles with emergency equipment. **Commissioner Shafer moved to authorize issuance of request for proposals for emergency vehicle upfitting for the Sheriff’s Office. Seconded by Commissioner Timmons. Carried, 2-0.**
6. Elections Payable - Ballots – Presented by Stephen Craigen, Umatilla County Elections & Records Supervisor. Approval is sought for a payable for ballots for the upcoming election. The invoice is \$26,723.89, which is over \$5,000 and requires Commissioner approval. This

is a yearly routine expense for conducting an election, and has been budgeted. **Commissioner Shafer moved to approve payable to Ryder Elections Services LLC in the amount of \$26,723.89. Seconded by Commissioner Timmons. Carried, 2-0.**

7. Elections Payable - Envelopes – Presented by Stephen Craigen, Umatilla County Elections & Records Supervisor. Approval is sought for a payable for signature envelopes for the upcoming elections. The invoice is \$8,369.00, which is over \$5,000.00 and requires Commissioner approval. This is a yearly routine expense for conducting an election, and has been budgeted. **Commissioner Shafer moved to approve payable to SOLV in the amount of \$8,369.00. Seconded by Commissioner Timmons. Carried, 2-0.**
8. Fire System Sprinkler Updates – Presented by Dan Lonai, Umatilla County Administrative Services Director. After the last sprinkler system test, some deficiencies were identified to bring us back in compliance. American Sprinklers has submitted a quote for each of the three areas needing updating: \$2,500 replace heads at the Juvenile building; \$2,980 add head on third floor of Courthouse; and \$2,978 configure precaution valves in basement of Courthouse, for a total of \$8,458 to update all three sprinkler systems. Dual action sprinkler heads require two sensors to go off before water will fill the pipes, at a certain temperature the sprinkler heads melt, the valve opens and water begins to spray out. There are other options for fire suppressants, they are more costly and can be hazardous for individuals in the room. **Commissioner Shafer moved to authorize the updates for all sprinkler systems in the amount of \$8,458.00. Seconded by Commissioner Timmons. Carried, 2-0.**
9. Echo Community Benefit Plan Grant – Presented by Doug Olsen, Umatilla County Counsel. The Echo Community Benefit Plan committee is recommending funding of a grant from the community benefit plan for 2025. Echo Historical Cemetery district requested a grant for the total of \$34,000 to help with surveying, fencing, legal fees and infrastructure for 4.7 acres that is being donated to the district for cemetery expansion. The grant is before the Board for approval. **Commissioner Shafer moved to approve grant and adopt Order No. BCC2025-023. Seconded by Commissioner Timmons. Carried, 2-0.**
10. FCS Group Contract – Presented by Doug Olsen, Umatilla County Counsel. As part of the project for an additional water intake from the Columbia River, a return on investment analysis for the project is sought. A proposal from FCS Group is before the Board to conduct a return on investment analysis for the regional water system investment. The proposal has a not to exceed budget of \$29,810. FCS recently conducted the Umatilla County regional economic analysis for the county. **Commissioner Shafer moved to authorize contract with FCS to perform return on investment analysis for regional water system investment. Seconded by Commissioner Timmons. Carried, 2-0.**

11. PATH Indoor Sprinkler System – Presented by Doug Olsen, Umatilla County Counsel. Authorization is sought for the issuance of an invitation to bid for installation of an indoor sprinkler system at PATH. This is part of the CDBG grant received for PATH. The system is necessary to make the indoor kitchen space compliant with fire codes. **Commissioner Shafer moved to authorize issuance of invitation to bid for installation of PATH indoor sprinkler system. Seconded by Commissioner Timmons. Carried, 2-0.**
12. Executive Session – Employment/Real Property – ORS 192.660(2)(a,b,e,h) – None

Commissioner Reports: None

Meeting adjourned by Chair Timmons at 9:40 a.m.

*Kelsey Bailey*

Executive Secretary – Board of Commissioners