

UNION COUNTY BOARD OF COMMISSIONERS
Joseph Building Annex Conference Room
Regular Commission Meeting Minutes
Wednesday, June 4, 2025

Present: Commissioner Paul Anderes, Chair
Commissioner R. Matthew Scarfo
Commissioner Jake Seavert

Commissioner Anderes opened the meeting at 9:00 a.m. and the Pledge of Allegiance was given with all three Commissioners present.

AGENDA REVIEW

Shelley Burgess, Administrative Officer, requested to add Doug Wright, Public Works Director, under Elected Official, Department Head and Employee Comments for an Addendum to the Agreement between Union County and Amalgamated Sugar.

PUBLIC COMMENT

There were no public comments.

Fee Waiver Request

Mike Boquist, City of La Grande, Community Development Director, presented a Fee Waiver Request to the Commissioners for their consideration.

In accordance with the City of La Grande and Union County Joint Management Agreement, Mr. Boquist is requesting a fee waiver for a Planning Department application to adopt an Urban Growth Boundary Expansion Analysis as an addendum to the comprehensive plan. If approved, the \$300 fee would be waived with the City of La Grande providing all needed copies of materials.

Commissioner Scarfo made a motion to approve the Fee Waiver Request as presented by the City of La Grande Planning Department. Commissioner Seavert seconded.

Commissioner Anderes thanked Mr. Boquist for the good working relationship with the Union County Planning Department.

Motion carried unanimously.

BMCC Contract out of District

Barbara Peden, Blue Mountain Community College, presented the Contract for out of District Services to the Commissioners for their information.

The agreement is entered into between Union County and Blue Mountain Community College for out of District Services for FY 2025-26. The services provided by BMCC will be in support of a program offering classes in Career and Technical, Lower Division Transfer, Early College Credit courses and other reimbursable Adult Continuing Education.

Commissioner Seavert feels like it is a great program and he appreciates it. Mrs. Peden indicated BMCC is expanding and offering more class availability for students.

Commissioner Anderes appreciates all of the efforts from staff at BMCC.

Commissioner Seavert made a motion to accept Out of District Contract with Blue Mountain Community College as presented. Commissioner Scarfo seconded. Motion carried unanimously.

ELECTED OFFICIAL, DEPARTMENT HEAD & EMPLOYEE COMMENTS

Airport Ground Lease Transfer

Doug Wright, Public Works Director, presented the Airport Ground Lease Transfer to the Commissioners for their consideration.

This lease is between Union County and Brion Smith for Hangar number two (2) located in the Green Hangar building at the Union County Airport. The term of this lease shall begin on June 1, 2025 through February 8, 2030 for \$100 a month.

Commissioner Scarfo made a motion to approve the Airport Ground Lease Transfer as presented by Director Wright. Commissioner Seavert seconded. Motion carried unanimously.

Amalgamated Sugar Agreement Addendum

Doug Wright, Public Works Director, thanked the Commissioners for allowing this item to be added to the agenda.

He has been working with Amalgamated Sugar to be able to bring power into the property utilized for sugar beet storage. This will allow Amalgamated Sugar to power up their scales and other equipment so it will run continuously. Right now, they are running off of generators, making it more work to keep it all going.

The current lease has been active for 2 years and will renew for 5 years. All costs of the power extension and usage will be paid by Amalgamated Sugar.

Commissioner Seavert made a motion to approve the Addendum Agreement between Union County and Amalgamated Sugar. Commissioner Scarfo seconded. Motion carried unanimously.

Walla Walla County Detention Agreement

Odin Miller, Juvenile Director, provided a brief staff report to the Commissioners in regards to the Detention Agreement for their consideration.

This agreement is made between Walla Walla County and the Union County Juvenile Department for juvenile detention services for all eligible youth up to age 18 taken into custody in Union County or ordered into secure confinement by the Union County Superior Court.

The only change in this agreement is the fee increase from \$140 to \$150 per day.

Commissioner Scarfo made a motion to approve the Walla Walla County Detention Agreement with Union County as presented by Juvenile Director Miller. Commissioner Seavert seconded. Motion carried unanimously.

City of Elgin Contract

On behalf of Sheriff Bowen, Administrative Officer Burgess, presented the City of Elgin Contract to the Commissioners for their consideration.

Sheriff Bowen has worked with the City of Elgin on the new agreement for law enforcement services that will be effective July 1, 2025 through June 30, 2031. The agreement includes a 2 percent increase each year that helps offset the costs of personnel. The City of Elgin has approved the contract which is ready for Commissioner consideration.

Alex McHaddad, Elgin City Administrator, indicated that the Sheriff's office has been a pleasure to work with over the last year. His predecessor was very part time, and having a full time Administrator really helps keep that relationship strong. He feels the contract will benefit the city.

Commissioner Anderes has attended many Elgin City Council meetings. He believes it is a much better relationship between them and the Sheriff's office.

Commissioner Seavert made a motion to accept the new Agreement for Law Enforcement Services between the City of Elgin and the Union County Sheriff's Office. Commissioner Scarfo seconded. Motion carried unanimously.

CONSENT AGENDA

Commissioner Scarfo moved approval of the consent agenda which included May 14, 15, 21 & 28, 2025 claims journals and the April 16, 2025 meeting minutes as presented. Commissioner Seavert seconded. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Court Order 2025-13: In the Matter of Appointment to the Union County Ambulance District Advisory Committee

Shelley Burgess, Administrative Officer, presented Court Order 2025-13 to the Commissioners for their consideration.

The terms of Pam Forest, Debra Hansen, James Hesse, George Russell and Robert Tibbetts are due for renewal on the Union County Ambulance District Advisory Committee. All have been active members and have expressed interest in continuing to serve.

The term for Pam Forest, Debra Hansen, James Hesse and Robert Tibbetts expires on June 30, 2028 and the term for George Russell will expire on June 30, 2027.

Commissioner Scarfo made a motion to approve Court Order 2025-13; In the Matter of Appointment to the Ambulance Advisory Committee as presented. Commissioner Seavert seconded.

All Commissioners relayed that it is important to have volunteers that contribute their time on these important committees.

Motion carried unanimously.

Intergovernmental Agreement for Judicial Services – Elgin

Shelley Burgess, Administrative Officer, presented the Intergovernmental Agreement for Judicial Services to the Commissioners for their consideration.

This agreement is between the City of Elgin and the Union County Justice Court for Judicial Services. The agreement was referred to Justice Court Rick Dall and the Justice Court Administrator to determine if they were equipped to move forward with the agreement. There is capacity to provide the requested serviced.

This agreement will transfer citations that would have gone to Municipal Court to Justice Court and has been approved and signed by Elgin City Council.

Commissioner Seavert made a motion to approve the Intergovernmental Agreement for Judicial Services between the City of Elgin and Union County as presented. Commissioner Scarfo seconded.

Commissioner Anderes believes that the City of Elgin is excited to have this agreement reinstated.

Motion carried unanimously.

GOOD OF THE ORDER

Commissioner Seavert announced that the Eastern Oregon Livestock Stock Show starts this week. He also congratulated the LHS Softball team in their efforts this season; they came to end yesterday with a loss to Astoria. Senate Bill 777 passed the house yesterday, which is important for the local livestock owners in our region due to wolf depredation conflicts. Just need to see Senate Bill 985 through Ways and Means to be able to fund that.

Commissioner Anderes noted that it is the 118th stock show this year, oldest stock show in the Northwest. Local track athletes have done really well this season, along with the Lady Tigers. He specifically congratulated the Imbler High School Track for their state championship. Starting this evening through Friday at noon, Oregon Department of Agriculture State Board of Ag will be meeting at EOU. He will share a schedule with those who are interested.

The chair called a recess until 9:30 am.

PUBLIC HEARING: Second Reading of Ordinance 2025-02 – In the Matter of Implementing the Authority to Enforce the Onsite Wastewater Treatment Systems Management Program Delegated to Harney County by the State of Oregon and Declaring an Emergency.

Staff Report

On behalf of Inga Williams, Planning Director, Shelley Burgess, Administrative Officer, provided a staff report to the Commissioners for their information.

Union County has entered into an intergovernmental agreement with DEQ and Harney County for On-site Wastewater Treatment Management and Permitting. Inga Williams has worked with Jesse Barnes from Harney County for the administrative steps necessary to make that happen. The first step is the ordinance that gives the authority for the management of the program to Harney County.

The Commissioners held a public hearing on May 21, 2025. The public hearing was closed and the first reading of the ordinance was passed. Approval of the second reading, would adopt the ordinance and make it effective immediately due to the emergency clause.

Discussion/Action

Commissioner Seavert made a motion to accept the second reading of Ordinance 2025-02; In the Matter of Implementing the Authority to Enforce the Onsite Wastewater Treatment Systems Management Program Delegated to Harney County by the State of Oregon and Declaring an Emergency. Commissioner Scarfo seconded.

All three Commissioners are eager to see this program started in Union County.

Motion carried unanimously.

Resolution 2025-09: In the Matter of a Resolution Establishing an Onsite Wastewater Treatment System Site Evaluation and Existing System Evaluation Fee Schedule

Shelley Burgess, Administrative Officer, presented Resolution 2025-09 to the Commissioners for their consideration.

As a follow-up to the ordinance that was just adopted, it is necessary for Union County to adopt a fee schedule. In working with Harney County, their request was that we adopt the fee schedule set by the State of Oregon OAR 340-071-0140. A copy of the current table was provided for reference. As the fees are updated, they will also be updated for Union County.

Commissioner Scarfo made a motion to approve Resolution 2025-09; In the Matter of a Resolution Establishing on Onsite Wastewater Treatment System Site Evaluation and Existing System Evaluation Fee Schedule. Commissioner Seavert seconded. Motion carried unanimously.

The Chair called a 10-minute recess.

PUBLIC HEARING: Second Reading of Ordinance 2025-03 – In the Matter of an Ordinance Revising the Union County Transient Tax Ordinance 2020-01

Staff Report

Shelley Burgess, Administrative Officer, provided a brief staff report regarding Ordinance 2025-03 to the Commissioners for their consideration.

This ordinance is a revision to Transient Tax Ordinance 2020-01 which began with a work session that was held in August 2024. During the work session, the Commissioners discussed adjustments to the distribution, which was followed up with ordinance preparation and a first reading and

public hearing held on May 21, 2025. During the public hearing, the first reading of Ordinance 2025-02 was approved.

Discussion/Action

Commissioner Anderes stated that he closed the hearing on the ordinance on May 21, but he received a written comment from Mr. Rysavy of Hot Lake Springs. He read out loud the comments he received and noted he had responded to Mr. Rysavy that he was excited about the distribution to law enforcement and emergency services as well as new proposed legislations that met with much resistance from the industry.

Commissioner Seavert made a motion to approve the second reading of Ordinance 2025-03; In the Matter of an Ordinance Revising the Union County Transient Tax Ordinance 2020-01 as presented. Commissioner Scarfo seconded.

Commissioner Scarfo likes the revision and is excited to see how it works.

Motion carried unanimously.

NEXT MEETING DATE

The next special Commission meeting is scheduled for Wednesday, June 11, 2025 at 9 am.

ADJOURNMENT

Commissioner Anderes adjourned the meeting at 9:51 am.

Respectfully submitted,



Allison Moore
Senior Department Specialist