

## **Report on issues discussed at the weekly Management Update meeting on March 2, 2009**

Commissioners present: Commissioner Milne and Commissioner Brentano

### **INFORMATIONAL**

#### Economic Development Advisory Board grant recommendation

Dan Estes, senior policy advisor, discussed an economic development grant request from the City of Turner. Grant funds will be used to assist with completion of a buildable lands inventory and a comprehensive plan update in order to be prepared for future development. Dan said that the Economic Development Advisory Council (EDAB) is recommending approval of the grant request. Both Commissioner Milne and Commissioner Brentano were in favor of the proposal. Dan will schedule the grant request for formal consideration at a future board session.

#### Proposed medical waste fee rate increase request

Jeff Bickford, public works, said that Marion Environmental, an organization that represents all of the franchised haulers in the county for the hauling of medical waste, has requested a rate increase for low volume commercial customers. He said the proposed increase is 11.2% and that there has not been a fee increase since 2004. Commissioner Milne clarified that the increase is strictly for infectious medial waste. Jeff confirmed this and provided examples of proposed rate changes from an included rate sheet. Commissioner Milne asked if customers had been informed of the proposed change. Jeff said he knew of a letter that was provided to customers by the haulers however; he did not have additional specific information. Commissioner Milne said she was interested in hearing what the customers' responses are to the proposed fee increase. Jo Stonecipher, legal counsel, said that at the upcoming board session on Wednesday, March 4, public works is requesting to set a public hearing for April 1, on this issue. Commissioner Brentano said the request seemed reasonable however; he would encourage looking at fees more often in order to avoid large increases. Jeff said he would encourage the haulers to request feedback from customers prior to the public hearing.

#### Contract review board – information about special procurement request

Peggy Mitchell, contracts compliance analyst, discussed a request for a special procurement exemption to extend contract terms for four countywide contracts. They include auditing and banking services, business card printing and laboratory services. She said finance is seeking the one-year extension while key staff members complete other time-sensitive assignments. In addition, Jeff White, chief financial officer, explained that keeping the same auditor for one additional year would be helpful as the chart of accounts conversion is completed. Jo Stonecipher said she and Peggy have also discussed using the special class procurement process for some of these specialized countywide services. Commissioner Brentano asked about the desire to change auditors after five years. Jeff White explained that five

years is a good time frame to change auditors in general and discussed different schools of thought regarding auditing services. He said that Chief Administrative Officer John Lattimer is also in favor of changing auditors every five years or so. Both Commissioner Brentano and Commissioner Milne said they understand the need for the one-year extension; however, in general they are in favor of a five-year rotation for auditing services. Peggy said the special procurement exemption for the extensions is scheduled for formal consideration by the board at the Wednesday, March 4, meeting.

#### FY 08-09 second supplemental budget

Jeff White and Richard Minaker, senior budget analyst, discussed the FY 08-09 second supplemental budget. Jeff provided a summarization of each of the proposed changes. The aggregate changes decrease the total Marion County budget by \$1,569,919 from \$335,876,817 to \$334,306,898. Jeff will schedule the second supplemental budget for adoption at an upcoming board session.

#### Reimbursement resolution for capital improvement projects

Jeff White discussed a proposed reimbursement resolution. Jeff said that the finance department is currently exploring financing options for capital construction projects in the work release center and the courthouse. He said the planned energy savings company (ESCO) contract has not worked out as originally anticipated and other debt financing options are being considered. Jeff said the proposed resolution does not commit the county to anything. He said it provides the opportunity for reimbursement of resources spent on projects prior to the receipt of debt financing proceeds. He said the reimbursement time frame includes the period up to 60 days prior to the adoption of the resolution. The reimbursement resolution is scheduled for formal consideration by the board at the Wednesday, March 4, board session.

#### ACTION

Requests for adjustments to adopted aggregate site permit fee

Sterling Anderson, planning director, discussed two requests for adjustments to the aggregate site permit fee. Sterling explained that the current fee structure is based on the total acreage of the parcel or parcels included in the application not just the area of actual mining. He said both parties with requests for fee adjustments have indicated willingness to have fees based on actual costs. Jo Stonecipher said since these types of cases don't come in very often it seemed like a good idea to study actual costs. Sterling said he and his staff have been tracking their time in order to be able to calculate actual costs. Sterling discussed two proposals for adjusting the fee. He recommended the first option, which includes calculating and charging the actual costs. He said if actual costs exceed the amount already submitted then an additional deposit in the amount of \$5,000 will be requested. If there is any excess, it will be refunded to the applicant when the land use decision is final. The board voted to move this agenda item to an action item. The board moved approval of an alternate fee calculation based on actual costs as opposed to a per acre charge for aggregate site

permits. The motion passed unanimously. Sterling will prepare a letter for the applicants' and their attorneys.

#### Sheriff's Office personnel changes

Commissioner Brentano moved to add personnel changes by the Sheriff's Office as an action item.

Sheriff Isham discussed upcoming inter-divisional changes among the command and supervisory staff at the Sheriff's Office. The changes will affect four command and supervisory positions and will include one promotion to commander. Sheriff Isham said the staffing changes are scheduled to take place on March 9. He said he views the changes as professional growth opportunities for each commander/supervisor involved. The commissioners voted to recognize the changes as outlined by the Sheriff. The motion passed unanimously. Jo Stonecipher said she would check to see if any additional action would be needed at the next Community Corrections Board meeting.

#### OTHER

Commissioner Brentano had questions for Sheriff Isham regarding changes to the traffic team as outlined in the second supplemental budget. Sheriff Isham discussed changes over time in the focus of the traffic team. He said that two positions designated to the traffic team had been needed to fill in patrol duties due to staffing shortages. He said both positions are being moved from traffic to patrol in the second supplemental budget. He said additionally the crime prevention unit would take over the public education that the traffic team had participated in and that patrol will handle minor traffic crashes. In response to a question by Commissioner Brentano, Sheriff Isham said the traffic deputies that moved to patrol filled current vacancies.

Barb Young, senior policy advisor, discussed issue briefs she is working on with Jeff Bickford regarding recent questions that have come up regarding the waste-to-energy facility. She said she is hoping to have both ready by Thursday and is seeking input for any edits to each document. Commissioner Milne said she was satisfied with the drafts with the changes that had already been suggested. She said that there are now many parties that have become involved and it is a good opportunity to share educational and factual information. She wanted to be sure that personal remarks be distinguished from board positions. Barb mentioned that Covanta staff and Commissioner Brentano had recently been interviewed by KGW news; however, the story has not aired yet. There was also discussion regarding flow control, franchise fees and the recycling program. Once the final issue briefs are complete they will be posted on the county website. Commissioner Brentano also asked Jeff Bickford to prepare rolled back rate estimates based on current conditions.

Barb Young also mentioned that a web page has been created under the board of commissioners' intranet page with information about the current state legislative session. Information is listed by department.

## COMMISSIONERS' UPDATE

Commissioner Brentano discussed his recent trip to Washington D.C. with Bill Worcester, public works director, and Mayor Kathy Figley of Woodburn. He said they were there to promote the proposed Woodburn interchange and other federal agenda items including the Kids First Initiative, mental health transitional housing, and a jail records management system. He said he felt it was a successful trip.

Commissioner Milne provided a handout regarding a proposed bicycle and pedestrian bridge from Minto Island to Riverfront Park. She said there is also a celebration planned on April 18 for the railroad bridge that is being converted to a pedestrian bridge connecting Wallace Marine Park in West Salem with Riverfront Park.

Commissioner Milne also said that Travel Salem has been involved in branding the slogan "Absolutely Oregon." She said a number of businesses are beginning to use the slogan as well. She recommended Marion County also create a branding slogan using "absolutely" to join the Travel Salem branding effort.

Commissioner Milne said that a Mt. Angel student has been recognized as a Prudential Spirit of Community honoree. She said she would like to recognize the student at an upcoming board session.

Lastly, Commissioner Milne discussed an upcoming Oregon Department of Transportation conference call about transportation funding available to local governments under the federal economic stimulus. Due to limited access to the conference call, she asked that public works personnel or Barb Young report back after the conference call.

## WORK SESSIONS AND OTHER MEETINGS

- 3/3 Department head meeting with board of commissioners – Health, 8:00-9:00  
Board of commissioners meeting with Sheriff, 9:00-10:00  
Department head meeting with board of commissioners – Juvenile, 10:00-11:00
- 3/4 Board session, 9:00-11:00  
Woodburn/County meeting, 12:00-1:00
- 3/5 Salem/County meeting, 8:00-9:00  
Department Head/Elected Officials meeting, 9:30-11:30  
Elected Officials meeting, 12:00-1:00  
Compensation Board meeting, 4:30-7:30
- 3/6 Meeting with Rep. Kevin Cameron, 7:00-7:45
- 3/9 Commissioners' calendar review, 8:30-9:00  
Management Update, 9:00-11:00  
Forum series – Linda Norris, City of Salem, 11:45-1:15

This all-county e-mail authorized by Commissioner Milne.