

**Report on issues discussed at the weekly
Management Update meeting on November 9, 2009**

Commissioners present: Commissioner Milne, Commissioner Carlson and Commissioner Brentano

INFORMATIONAL

Continuity of Operations Project (COOP)

John Vanderzanden, program manager, Public Works, informed the board that Benton County had applied for and was awarded a Department of Home Land Security grant to conduct continuity of operations planning for the six counties and city governments in the region. A consulting firm was hired to provide project facilitation. Their firm's focus is continuity of operations development with specialization in governmental agencies. Planning team chiefs will be identified in each department to work through the process.

Mina Hanssen, Risk Division Manager, said that the COOP work will build on what is already in place. The existing operations plans will be digitized into the *Bold Planning Solutions* system providing a standardized format that will allow cross county searches and updates.

Completion of the entire project will take eight to nine months. Salem, Woodburn, Silverton, and Stayton have committed to participation in the program. Once the commissioners have agreed to move ahead on this plan, John will make formal contact with each of the Marion County city managers; the project kickoff is January/February 2010.

Commissioner Carlson asked about accountability for the contract. John answered that the process for the regional grants begins with the invoicing to the managing county. Discussion then takes place to determine if the consultant is meeting requirements based on the project work plan and scope of work. If they are not meeting the requirements, payment will be withheld.

John Lattimer said that this will give the opportunity to have an integrated system including Marion County cities on a computerized database. Mina added that this would open up access to resources for countywide coordination.

John Vanderzanden said that a letter will be submitted to the board for formal consideration, approval and signatures.

Retirement Plan Committee charter and investment policy

Mina Hanssen, Risk Division Manager, said that concerns had been expressed regarding employee participation costs and county fiduciary responsibility relating to the retirement plans and policy. Legal counsel advised retaining a consultant to analyze the current plans. An RFP was sent out in FY2008/09 for consultants in the 457/401(k) specialty area. There were several consultants interviewed and Arnerich Massena was chosen. They have provided draft charters and investment policy statements. Their analysis of Marion County's plans found that some of the provider fees were exceptionally high. An RFP is being drawn up for investment program record

keepers for greater savings to Marion County employees. Other counties have accrued substantial savings to employees as a result of this process.

John said that the group working with Arnerich Massena's materials includes Mina Hanssen, Dave Henderson, Jeff White, Richard Proebstel Jo Stonecipher, and himself. This group will recommend a new Marion County retirement plans committee for board appointment. It will include two employees at large, three by position, the chief administrative officer, the chief financial officer, and Legal Counsel. Mina said the committee will come before the board for formal appointment prior to the end of 2009.

Approval to accept bid offered for the purchase of tax foreclosed real property and proceed with the sale

Caron Galvin-Price, property specialist, explained that the county acquired Tax Lot R33153, in November 2008 through the tax foreclosure process and it was not sold at the public auction in May 2009. The taxes owed at the time of foreclosure were about \$5,000. In accordance with ORS 275 and policies and procedures, the property was put up for sale through the sealed bid process. There was only one bid. The staff considers the bid reasonable and recommends acceptance. The commissioners agreed to the sale.

ACTION

City of Woodburn request for fee waiver for extension of water to Chateau Ranchettes Subdivision

Brandon Reich, planning division, informed the commissioners that the Marion County Health Department has identified water-well health hazards east of Woodburn. The water supply at Chateau Ranchettes is contaminated with arsenic. Arsenic is naturally occurring in the soil of the area. The subdivision is working with the City of Woodburn to develop safe drinking water. A water main will be extended to the subdivision from the existing water main by the City of Woodburn. Waiving the \$640 administrative review fee was requested to accommodate the residents and the public interest.

Commissioner Carlson suggested using the Good Neighbor Fund for payment of the fee rather than waiving the fee. The commissioners all agreed.

MOTION: Commissioner Carlson moved to approve using the Good Neighbor Fund to pay the \$640 administrative fee for the City of Woodburn extension of water to the Chateau Ranchettes subdivision. Seconded by Commissioner Brentano, motion carried. A voice vote was unanimous.

Brandon said that an order will come before the board for formal action to schedule the hearing date for December 16, 2009.

COMMISSIONERS' UPDATE

Commissioner Milne said that a letter was received from Clackamas County requesting inclusion in the Intergovernmental Agreement (IGA)

between Marion County, City of Aurora, and the Department of Aviation. Wilsonville has been encouraged to be included in this current amendment. Gloria Roy, legal counsel, said that the amended IGA would be submitted for formal approval.

Commissioner Milne said that Patty Pederson and Bruce Anderson from Palomar presented information on their project. The proposed Palomar Gas Transmission is a new interstate natural gas pipeline that will provide additional energy infrastructure to serve Oregon, the Pacific Northwest, and other western states. The proposed 36-inch-diameter underground pipeline will be approximately 220 miles long. She encouraged the Palomar representatives to make appointments with Commissioners Brentano and Carlson as well. She also encouraged Palomar to meet with property owners who have concerns.

WORKSESSIONS AND OTHER MEETINGS

- 11/10 Stayton/County Meeting, 7:30-8:30 a.m.
 - Board of Commissioners & All Staff Meeting, 10:00-11:00 a.m.
 - Work Session – Fair Board, 2:30-3:30 p.m.
- 11/12 H1N1 Conference Call, 7:30-8:00 a.m.
 - Keizer/County Meeting, 7:30-9:00 a.m.
- 11/13 Enterprise/JOBS Council Board Meeting, 7:30-8:30 a.m.
- 11/17 Association of Oregon Counties Annual Conference