



OREGON

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Minutes

**Tuesday, June 11, 2019, 10:00 a.m.**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Silverton Conference Room

## ATTENDANCE:

Commissioners Kevin Cameron, Sam Brentano, and Colm Willis, John Lattimer, Jan Fritz, Jane Vetto, Cary Moller, Brian Nicholas, Tamra Goettsch, Jeff White, Camber Schlag, Katrina Rothenberger, Inga Suneson, Susan McLaughlin, LeAnne Aurand, Joe Miller, Alisa Zastoupil, Barb Young, Chad Ball, Jolene Kelley, Lisa Trauernicht, and Kristy Witherell as recorder.

## GUESTS:

Shawn Baird, Woodburn Ambulance Service, Inc.

John Lattimer called the meeting to order at 10:05 a.m.

## INFORMATIONAL:

### **Review Request for Metro West Ambulance to Acquire Ambulance Service Area #5, Woodburn Ambulance Service, Inc.**

- Shawn Baird

#### ***Summary of presentation:***

- Woodburn Ambulance Service was started in 1978, by Randy and Deb Garner:
  - Mr. Garner left in the early 1990's; and
  - Mr. Baird and Katie Morley became business partners with Ms. Garner.
- Ms. Garner and Ms. Morley are wanting to retire;
- The application is to transfer the franchise into the parent company that would ensure that the Woodburn Ambulance Service continues to provide high quality service to the community;
- Will allow Mr. Baird to continue to manage the company;
- Found a partner with Metro West, which is a family owned ambulance service that started in 1953:
  - Has grown to include a variety of other community ambulance services on the Oregon Coast.
- Mr. Baird will continue to keep his office in Woodburn, but will be a vice-president across the company.

#### ***Board discussion:***

- The matter will need to go to board session;
- Marion County Code processes the request as if it were a transfer of the franchise agreement;

- The code requires that an application be submitted to the county:
  - Cary Moller has reviewed the application.
- There will need to be a public hearing scheduled at board session no sooner than 10 days and no later than 30 days;
- There is an order to schedule the public hearing on board session tomorrow:
  - The public hearing will be scheduled for June 26, 2019.
- The board will review the application at the public hearing and make a determination in the matter;
- Mr. Baird will be meeting with the Health Advisory Board to brief them on the process; and
- There are three private ambulance services in Marion County.

### **Discuss Butteville Landing Memorandum of Understanding (MOU)**

- Brian Nicholas

#### ***Summary of presentation:***

- Completing the MOU process between Marion County and The Friends of Historic Butteville;
- Has been reviewed and is ready for signature;
- Laying out terms for maintaining the development of the landing at Butteville;
- Mr. Haley started this process with the Friends of Historic Butteville;
- The county has allowed the Friends of Historic Butteville to build improvements in the right-of-way:
  - Built river access:
    - Concrete paths; and
    - Landscaping.
- The MOU makes the agreement formal and puts the responsibility of upkeep and maintenance on The Friends of Historic Butteville; and
- The Friends of Historic Butteville plan to submit a grant through the Oregon Parks and Recreation Department to build a floating dock for non-motorized boats.

#### ***Board discussion:***

- Nice recreational facility;
- Commissioners are supportive of the improvements;
- Does not want the county to be responsible for park improvements;
- The county has review and approval rights for anything they want to develop and improve in the right-of-way;
- The county may need to amend a previous order that was approved in 1965; and
- Legal Counsel will look into the county's ability to establish the MOU with Friends of Historic Butteville.

### **Review Administrative Policy #407 and New Procedure 407-A – Annual Audits**

- Jeff White

#### ***Summary of presentation:***

- Made changes to the current audit policy and created a procedure statement;

- Language clean up and clarification of responsibilities;
- Auditor selection:
  - Using a competitive process to select auditors;
  - Added language that states the county will enter into a five-year contract with an auditor, with the option to renew another five years:
    - Would be required to rotate auditors after 10 years at most.
  - The chief financial officer will make recommendations to the board for the best evaluated proposer.
- Procedures:
  - Listed the chief financial officer as responsible party that oversees the auditors, contracts, meetings with the board, audit reporting requirements, and addressing any audit deficiencies.
- The board will see a contract for a new auditor;
- Only three respondents from the Request for Proposals;
- The contract has been finalized; and
- This item will go before the board at Wednesday's board session.

***Board discussion:***

- Coming into an organization as a new auditor is difficult for the auditors to make money for the first two years, so contracts with auditors are routinely five years.

**Review the City of Woodburn's Offer to Purchase Portion of an Alley Way, Tax ID #R108125**

- Jeff White, Camber Schlag

***Summary of presentation:***

- Finance notified Public Works regarding an alleyway in Woodburn, which they were not interested in;
- The City of Woodburn was notified and they were interested in purchasing the small piece of land;
- Woodburn made an offer to pay all back taxes, which is \$754.95; and
- Finance recommends selling it to the City of Woodburn.

***Board discussion:***

- The commissioners are supportive of Woodburn purchasing the property.

**Review two Offers to Purchase a former Gas Station in Mt. Angel, Tax ID #R101194 and #R101196**

- Jeff White, Camber Schlag

***Summary of presentation:***

- Mt. Angel would like to purchase the property for \$47,000 for both pieces to build a new city hall;
- The bar owner that is next to the property would like to purchase both lots for \$150,000;
- The city manager is aware of the bar owners unhappiness with the city purchasing the lot;
- The bar owner is concerned with having the police department next door to his bar:

- He believes that it would deter customers.
- The commissioners have the right to sell the property straight to the City of Mt. Angel;
- Since there is another interested party, the county can reject the city's offer and have it to go to public auction;
- The two-property bid would be a minimum bid of \$203,000, which is 75 percent of the value;
- If there are no bids at public auction, the county can reduce it by 25 percent and sell it by sealed bid; and
- If the county sells it to the city and they do not rebuild the city hall, the city would have to build a public facility on that property and maintain it for 20 years.

***Board discussion:***

- It is unknown if Mt. Angel has the funds to build a new city hall;
- The commissioners believe that the property should go to public auction since there are others interested in the property; and
- It takes up to two months to hold a public auction.

**Discuss Consideration of Commercial Vendors Selling CBD Products at the 2019 Marion County Fair**

- Tamra Goettsch

***Summary of presentation:***

- Received two applications to consider vendors selling Cannabidiol (CBD) at the Marion County Fair;
- Ms. Goettsch recognizes the county policy of not smoking cannabis on county property;
- Two products up for consideration can potentially be used for consumption;
- Ms. Goettsch spoke with Legal Counsel regarding marijuana use;
- The Marion County Fair Board asked for board consideration of CBD products being sold at the fair;
- There is a family friendly policy at the fair;
- CBD does come from a marijuana sativa plant;
- There are promising medical uses for it;
- Concerned that there are no regulations by the Federal Drug Administration (FDA):
  - Not sure how pure the CBD is; and
  - When tested, there have been traces of Tetrahydrocannabinol (THC).
- Concerned with what products the vendor is selling;
- Concerned with marketing at the fair, which is exposed to underage children;
- Concerned with social norming the use of CBD;
- One in five products have some levels of THC; and
- There is legitimate research going on around CBD products.

***Board discussion:***

- The product needs to be controlled;
- It has been a popular crop in Marion County;
- CBD is new, which is not regulated;

- The Oregon State Fair had a cannabis display two years ago; and
- It is the consensus of the commissioners to wait a year.

#### LEGISLATIVE UPDATES

- Barb Young and Chad Ball

#### **Summary of presentation:**

- Detroit Dam Downstream Passage Town Hall:
  - During the question and answer portion of the town hall, a member of the public asked once after the floating platform is installed, how will the fish make it through:
    - It has not been decided yet;
    - They are looking at two different ways:
      - One would be a tube going from Detroit Dam and dropping them off at Big Cliff Dam; and
      - Truck them down to the Minto Fish Facility.
- Willamette Valley System EIS Scoping Meeting:
  - This scope will be looking at the whole system;
  - It hasn't been updated since the 1980's;
  - Want to put the updated Endangered Species Act and new infrastructure into the new system guidelines;
  - The 2008 buy-up will be completed in 2023;
  - The EIS will look at the system as a whole, taking into account the revetments, which is the flood and bank protection:
    - A lot of the flood and bank protections are failing, or have failed in the past.
  - Looking at hatchery fish versus natural fish;
  - Looking at flood and storage plan;
  - The analysis will be released in January or February 2020; and
  - Working on a draft letter to respond to EIS.
- Senate Bill 451:
  - In the process of setting up a meeting with the commissioners and Senator Courtney for the afternoon:
    - May not come into fruition;
    - Lobbyist for Covanta met with Senator Courtney's office and was told that Senator Courtney is done talking about SB 45, and wants to move the dash two amendments:
      - The amendments splits up anthropogenic and biogenic:
        - Does not work with the contract Covanta has.
    - There is a meeting scheduled at 1:15 p.m. with Senator Burdick who controls the Senate Rules Committee;
    - Covanta's power division is reviewing the amendments;
    - May have a good shot at working the bill if it goes through the house;
    - Representative Brian Clem is willing to work with the county on the bill;
    - In a wait and see mode; and
    - The county is willing to keep talking.

- House Bill 2020:
  - The bill is in the midst of falling apart; and
  - The environmentalists were upset with the Covanta amendments.

#### CONTINUUM OF CARE

##### **Update**

- Lisa Trauernicht

##### ***Summary of presentation:***

- Presentation will be at the Marion County Public Safety Coordinating Council;
- Asking the council for a letter of support; and
- Yamhill County is out of the local continuum of care, but may reconsider.

#### COMMUNICATIONS

##### **Update**

- Jolene Kelley

- Ms. Kelley gave a brief update of upcoming scheduled events and communications activities.

#### OTHER

#### COMMISSIONERS' COMMITTEE ASSIGNMENTS AND UPDATE:

Colm Willis:

- Homeless Initiative:
  - Directed Mid-Willamette Council of Governments (MWCOG) to create a Memorandum of Understanding for an organization to house the continuum of care;
  - Yamhill County is not interested in joining, but McMinnville was interested;
  - Salem would like more representation since they pay more money;
  - The cost of the continuum of care will be \$42,000 a year; and
  - COG is still interested in managing it.

Kevin Cameron:

- Met with Ms. Goettsch regarding tourism in the county.

Meeting adjourned at 11:20 a.m.

COMPLETED BY: **Kristy Witherell**

*Reviewed by:*