



# Management Update Minutes

**Monday, November 2, 2020, 9:00 a.m.**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5231, Commissioners Boardroom

## ATTENDANCE:

Commissioners Colm Willis, Sam Brentano and Kevin Cameron, Jan Fritz, Brian Nicholas, Jane Vetto, Joe Fennimore, Brian May, Matt Knudsen, Camber Schlag, John Carlson, Scott Norris, Katrina Rothenberger, Alisa Zastoupil, Barb Young, Lisa Trauernicht, Chad Ball, Jolene Kelley, and Kristy Witherell as recorder.

Jan Fritz called the meeting to order at 9:06 a.m.

## INFORMATIONAL:

### **Review 2021 Environmental Health License Fees and COVID-19**

- Katrina Rothenberger, Alisa Zastoupil

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

- Seeking direction on a policy to address licensing fees based on the number of seats in restaurants and late fees for licensed facilities in regards to COVID-19 restrictions for 2021;
- Marion County Environmental Health will be sending out letters for license renewals for next year's licenses:
  - Due to the executive order, restaurant fees are based on seating;
  - A facility with 151 seats pays \$736 for a health license;
  - If they are restricted to run by half capacity or less, there is a lower fee for that; and
  - Ms. Zastoupil is proposing to allow paying the lower fee because of the restriction.
- In April 2020, Environmental Health waived all license fees and late fees due to COVID-19:
  - Ms. Zastoupil is proposing to bring back license fees and late fees.
- Legal Counsel has looked over the policy;
- The COVID-19 section of the policy is 4.2 and will only be added for 2021;
- Environmental Health will be sending reimbursements for 2020 to restaurants:
  - In order for restaurants to get the incentive, they will need to submit a W-9;
  - The reimbursement is a financial incentive;
  - The due date for the 2021 health license is January 1, 2021;
  - They will receive a reinstatement fee of \$100 on January 2, 2021;

- For each month that they do not pay, they receive another fee of \$100.
  - It is in the state statute that the county cannot refund license fees.
- Environmental Health can see which restaurants are open and which ones have gone out of business.

## **Discuss Noise Variance Public Hearing Scheduled for November 4<sup>th</sup>**

- Joe Fennimore

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

- The county has not done a standalone public hearing for a noise variance;
- The noise code does require the board to approve the noise variance only after a public hearing;
- This is for the Auburn School construction;
- They want to start pouring concrete at 4:00 a.m., to get it finished by 7:00 p.m.;
- They originally asked to start pouring concrete at 2:30 a.m. on November 11<sup>th</sup>, but pushed it back to November 19<sup>th</sup>;
- Public Works did notify neighbors within 250 feet of the school, as well as the neighborhood association:
  - There were more than 60 people notified with no comments received.
- Since it is not a land use hearing, the board's decision will come back as an order for signature.

### **BEACHIE CREEK FIRE UPDATE:**

- Eighty percent right-of-entry forms have been completed:
  - Environmental Protection Agency (EPA) is reporting that they are 60 percent completed with household hazardous waste cleanup, however they are showing 680 properties in Marion County and AC Disaster has sent them a total of 960 rights-of-entry forms:
    - Their website is still lagging behind.
- There is a crew headed up to Detroit and Idanha to set up Verizon mobile towers;
- Tower in Halls Ridge:
  - Couple more day's worth of work to finish the house over the trailer;
  - Propane tanks and a generator arrived last week and was shipped up to the site:
    - They are being set and plumbed this week.
  - Believes that they are going to beat the weather and get everything weather proofed.
- Emergency Watershed Protection Program:
  - Looking at projects for debris and hazard tree removal;
  - Reshaping and protection of eroding banks;
  - Correction of damaged drainage facilities:
    - Culverts and ditches.
  - Repair of existing structures:
    - Protecting bridges and other infrastructure.
  - Reseeding;

- Planning on sending a letter to NRCS letting them know that the county has a general interest in moving forward with the programs, which will allow them to release some of their staff to work with the county closely identifying areas of concern;
- Will allow the county to work with the watershed councils to determine how much scope can be pulled off with the resources that the county has, whether it be financial or personnel;
- Because the county hasn't fully identified the projects, the NRCS will be able to identify specifically in an assessment and a general report, which will include the following:
  - Cost;
  - What the partners will bring to the table; and
  - What the county will bring to the table.
- Timeline:
  - The county will submit a letter to NRCS in a week and a half;
  - The NRCS will release staff to the county for an assessment team; and
  - NRCS will release a report and that report will identify projects and potential costs.
- ETARTS will do an assessment up the canyon:
  - It goes into depth of how the fire impacted potential vegetation and soil:
    - The impact on road structures.
  - Mitigation measures and funding sources to implement mitigation measures;
  - The assessments should begin this week; and
  - A report is expected in the next two to three weeks.
- The watershed council has been working with individual property owners to get site visits from three different organizations to be able to identify needs:
  - Were given volunteer materials; and
  - Straw.
- The county is hosting a FEMA Cost Recovery Training Tuesday through Thursday for all local agencies and fire districts;
- On October 22<sup>nd</sup>, The Land Conservation and Development Commission (LCDC) adopted temporary rules for temporary housing and sheltering that will allow properties outside of the Urban Growth Boundary options for camping due to a fire hardship:
  - Once Public Works receives the package from LCDC, they will bring it before the board at Management Update; and
  - The commissioners asked for Mr. Fennimore to bring forward examples of where these temporary campsites would work.

COVID-19 UPDATE:

- There were 138 COVID-19 cases yesterday;
- There was a baby shower that had more than 40 people in a home that contributed to an outbreak;

- There was a small venue wedding of more than 100 people that contributed to an outbreak;
- There are larger private social gatherings that are contributing to outbreaks; and
- The commissioners would like to break up the county by region in order be able to open up schools earlier in different regions.

OTHER:

Brian May:

- Will be bringing a contract amendment forward with Salem Keizer Recycling and Transfer Station (SKRTS);
  - Agrees that the county was correct in their interpretation of the contract;
  - For the duration of the contract, which ends April 2022, they have a fixed rate of disposal for yard debris of \$19.50;
  - The county processes more than 3,200 to 3,500 tons of yard debris a year; and
  - There will be a \$60,000 to \$80,000 savings.
- Will be opening up Browns Island to accept yard debris to alleviate the amount of debris coming into SKRTS; and
- The citizens can take their yard waste to Browns Island next spring.

John Carlson:

- In September, the board approved a writ of assistance for 3689 Meadow Park Loop, Salem;
- The previous owner came into the Finance Department with a certified check for the entire amount with the intention of buying back the property; and
- The deed for approval is on the agenda for this Wednesday's Board Session.

COMMISSIONER'S COMMITTEE ASSIGNMENTS AND UPDATES:

Kevin Cameron:

- Attended the Wildfire Economic Recovery Council Meeting:
  - The mayors in the canyon are not on the call and they need to be involved.
- The governor had a press conference regarding schools reopening:
  - North Santiam School District will start in-school instruction.

Colm Willis:

- At the Town Hall, constituents wanted to be part of the after action meeting to voice their concerns with messaging when the fires struck; and
- Received feedback from neighbors that they were unable to hear the Town Hall meeting online:
  - Next time, CCTV will join the meeting to help with the audio.

Meeting adjourned at 10:06 a.m.

COMPLETED BY: **Kristy Witherell**

Reviewed by: *Joanna Ritchie*