

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, June 21, 2017
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Sam Brentano, Commissioner Janet Carlson and Commissioner Kevin Cameron. Also present were John Lattimer as chief administrative officer Gloria Roy as county counsel and Kristy Witherell as recorder.

Commissioner Brentano called the meeting to order at 9:00 a.m.

PUBLIC COMMENT

None.

CONSENT

(Video Time 00:01:20)

BUSINESS SERVICES

Approve recommendation to adjust upward pay grade for classifications; #038 Election Board Worker (EBW); #119 EBW labeling; #120 EBW Inserting; #121 EBW Processing; #122 EBW Recount; #129 EBW Archiving; #131 EBW Reader Room; #132 EBW Supervisor; #133 EBW PCP's Counting; #135 EBW General A; #145 EBW General B; #149 EBW Pre-Inspection; #150 EBW Duplicating; #151EBW Write-ins; #153 EBW Opening; #500 Human Services Trainee and #604 Information Technology Intern.

COMMUNITY SERVICES

Approve an order approving the 2016-17 Business Development Grant and Funding Recommendations to the following:

- Fjord LTD, 50,000; and
- Rigaldo, LLC, \$50,000.

Approve an order approving the 2016-17 Community Project Grant and Funding Recommendations to the Following:

- City of Gates, \$16,000; and
- City of Mt. Angel, \$15,000.

Approve Amendment #1 to the Contract for Services with Ingalls and Associates, Inc. to add \$156,000 for the Marion County Fair event.

DISTRICT ATTORNEY'S OFFICE

Approve Amendment #1 to the Intergovernmental Agreement with Oregon Department of Human Services to add \$218,000 for the Juvenile Dependency Proceedings. Contract #148549.

Approve Amendment #1 to the intergovernmental agreement with Oregon Department of Human Services to add an additional \$272,362 for Juvenile Dependency Proceedings. Contract #14779.

FINANCE

Approve and adopt the amendments to the Marion County Council of Economic Advisors Charter.

HEALTH

Approve an order appointing Cary Moller, Ryan Matthews, Scott Richards, Pamela Hutchinson, and Cydney Nestor as County Financial Assistance Administrators through June 30, 2019.

Approve the Contract for Services with Jennifer Lucy Lamb, PMHNP in the amount of \$499,200.00 to provide Psychiatric Mental Health Nurse Practitioner Services with the Behavioral Health Programs through April 30, 2020.

Approve the Intergovernmental Agreement with Oregon Health Authority in the amount of \$360,000 for the Foodborne Illness Prevention Program.

Approve the Intergovernmental Agreement with Oregon Health Authority for \$23,719,987.04 for financial assistance on a biennium basis to operate and contract services for community addictions and mental health programs.

Approve the Intergovernmental Agreement with Oregon Department of Human Services for \$235,000 to provide strengthening, preserving and reunifying families program.

PUBLIC WORKS

Approve the Public Improvement Agreement with CPM Development Corp for \$3,047,289.15 to furnish and apply emulsified asphalt on various roads in Marion County.

Approve the Public Improvement Agreement with Albina Holding for \$3,500,000.00 to provide asphalt concrete resurfacing of the various Marion County roads.

Receive hearings officer's decision approving Variance Case #17-002/Harrell, Clerks File #5727.

SHERIFF'S OFFICE

Approve the Intergovernmental Agreement with the Oregon Marine Board to provide funding to conduct enforcement related to recreational boating in Oregon for \$149,813 in incoming funds.

MOTION: Commissioner Carlson moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

ACTION

(Video Time 00:06:35)

Recessed as Board of Commissioners
Reconvened as Contract Review Board

CONTRACT REVIEW BOARD

1. Consider approval of the Class Special Procurement to provide intensive family and youth peer support services with Oregon Family Support Network (OFSN) and YouthMOVE Oregon.
– Justin Ford, Cydney Nestor

Summary of presentation:

- Marion County Health Department seeks an exemption from Marion County's Public Contracting Rules pursuant to section 20-0285, which provides the use of alternative contracting methods;
- Oregon Family Support Network and YouthMove Oregon have been providing programs of specific intensive family and youth peer support services to residents of Marion County for more than a decade through the BCN and health department;
- The county receives funding from Intergovernmental agreements from the Oregon Health Authority;
- Contracting with OFSN and YouthMove will allow successful continuation of care and services;
- Will not encourage favoritism or delaying decisions on contracts;
- Marion County posted public notice on ORPIN on June 12, 2017 and received no objections or protests;
- For 10 years, the BCN and Marion County Health Department have contracting with OFSN;
- It is a statewide family run organization that provides support to families who are raising children with special needs;
- Request to move all of the contracts under the health department and the BCN will pass through the money they have been providing to the OFSN and YouthMove; and
- Allows the health department to capture the peer support offered throughout the county.

MOTION: Commissioner Cameron moved for approval of the Class Special Procurement to provide intensive family and youth peer support services with Oregon Family Support Network and YouthMOVE Oregon. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

(Video Time 00:11:04)

2. Consider approval of the Class Special Procurement to provide Adult Foster Care Services throughout the 2017-19 biennium. – Camber Schlag, Cydney Nestor

Summary of presentation:

- Marion County Health Department seeks an exemption from Marion County's Public Contracting Rules pursuant to section 20-0285, which provides the use of alternative contracting methods;

- Adult Foster Care Services are services delivered to individuals with chronic or severe mental illness that are in need of further stabilization in a licensed care setting;
- The county receives funding through the intergovernmental agreement with Oregon Health Authority;
- The health department has identified 14 providers;
- They will not encourage favoritism or diminish competition; and
- Posted a public notice on June 8, 2017 and received no objections or protests.

MOTION: Commissioner Carlson moved for approval of the Class Special Procurement to provide Adult Foster Care Services throughout the 2017-19 biennium. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:15:26)

3. Consider approval of the Special Procurement to maintain the county's land records system with Conduent, Inc. – Jacob Clotfelter, Bill Burgess

Summary of presentation:

- Extends the existing contract with Conduent, Inc.;
- Land records system;
- Used Conduent, Inc., formerly Xerox, since 1998;
- Would extend the existing agreement for three years and add approximately \$555,000;
- Have posted public notice on ORPIN and received no comments or objections;
- System used for deeds, liens, mortgages and other types of land records:
 - Take in between 50,000-60,000 documents a year;
 - System is used to scan documents into the record;
 - Has a public search area;
 - Connected to the Assessor's and Surveyors Office;
 - Is the cashiering and management system;
 - Used for marriage licenses; and
 - Used for filing fees.

MOTION: Commissioner Cameron moved for approval of the Special Procurement to maintain the county's land records system with Conduent, Inc. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

(Video Time 00:21:25)

4. Consider approval of the Sole Source for software license and maintenance/support fees for the county's assessment and taxation software with Tyler Technologies, Inc. – Camber Schlag, Ken Pearson

Summary of presentation:

- Information Technology Department and Assessor's Office is requesting an exemption to allow for the use of a sole source procurement to allow for the renewal of software and maintenance support fees for the county's assessment and taxation software;

- The Assessor's Office and Tax Office converted all assessment and taxation processes to the Tyler Technologies software in 1997;
- Serves as the core system for all data relating to ownership, lot size and sales activity;
- The Assessor's Office uses it to calculate all tax rates, urban renewals, joint values with other counties and other functions;
- Posted a public notice on June 12, 2017, with no protests received; and
- The county plans to implement a new software and application product during the fiscal year of 2017-18, allowing renewal of existing software maintenance for one year with an option to renew for one additional year.

Board discussion:

- Tyler Technologies is not supporting their software like they should; and
- The Oregon Assessment System is not easy to work with.

MOTION: Commissioner Carlson moved for approval of the Sole Source for software license and maintenance/support fees for the county's assessment and taxation software with Tyler Technologies, Inc. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:27:03)

5. Consider a recommendation to deny AAA/Prostar Security Inc. protest letter regarding Unarmed Security and Patrol Services Request for Proposal (RFP). – Camber Schlag, Dwight Bowles

Summary of presentation:

- Marion County Health Department issued a RFP for unarmed security and patrol services on March 6, 2017;
- The purpose was to obtain qualified firms to provide vehicular patrol and unarmed services to four of the health department locations;
- Seven proposals were received;
- On May 17, 2017, AAA/Prostar Security, Inc. issued a protest letter:
 - The primary issue was that they felt they exceeded or met the criteria providing security services for the health department.
- The county evaluated the six proposals against the four areas of evaluation;
- The total points for AAA/Prostar Security, Inc. was 257 out of 300;
- AAA/Prostar Security, Inc. failed to specify the grounds for protest;
- AAA/Prostar Security, Inc. received a lower score than the selected proposer, Advanced Security; and
- Recommending the Contract Review Board deny the protest letter and direct the award to Advanced Security.

MOTION: Commissioner Cameron moved to deny AAA/Prostar Security Inc. protest letter regarding Unarmed Security and Patrol Services Request for Proposal (RFP). Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

Recessed as Contract Review Board
Reconvened as Board of Commissioners

FINANCE

6. Consider approval of a resolution to adopt the third supplemental budget for fiscal year 2016-17. **(TO BE ACTED ON FOLLOWING PUBLIC HEARING)** – Jeff White, Debbie Gregg

7. Consider approval of a resolution to adopt the fiscal year 2017-18 budget, make related appropriations, and impose and categorize property taxes. **(TO BE ACTED ON FOLLOWING PUBLIC HEARING)** – John Lattimer

(Video Time 00:40:38)

PUBLIC WORKS

8. Consider approval of a resolution initiating consideration of amendments to the Marion County Code Chapter 16 to permit accessory dwelling units (ADU) in certain zones. – Brandon Reich

Summary of presentation:

- Marion County may consider accessory dwelling units in the urban areas of the county in certain zones;
- These areas are inside the Urban Growth Boundaries outside the city limits;
- Some cities have permitted accessory dwelling units:
 - Aurora;
 - Silverton;
 - Keizer; and
 - Salem.
- ADU's are living spaces placed on a property in conjunction with the residence already on the property;
- Smaller in scale than existing residence;
- ADU's provide needed affordable housing for many members of the community;
- Staff will work with the Marion County Planning Commission to hold the first hearing on the matter; and
- The Planning Commission would develop a recommendation for the board to consider at it's own hearing later this year.

Board discussion:

- This is something the Mid-Willamette Homeless Initiative Task Force looked at and recommended;
- Allows an opportunity for families to live closer together;
- Like the idea of property owners' ability to use their own property;
- Concerned about livability issues:
 - Privacy; and
 - Parking.

MOTION: Commissioner Carlson moved for approval of a resolution initiating consideration of amendments to the Marion County Code Chapter 16 to permit accessory dwelling units in certain zones. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

PUBLIC HEARINGS

9:30 A.M.

(Video Time 00:45:00)

FINANCE

A. Consider approval of a resolution to adopt the third supplemental budget for fiscal year 2016-17. – Jeff White, Debbie Gregg

Summary of presentation:

- Posted public meeting in Statesman Journal and Marion County website;
- Held a work session on June 6, 2017;
- Legal Counsel requested for \$25,000 to cover under budgeted personnel costs:
 - Temporary wages;
 - Retirement costs; and
 - Health insurance costs.
- General Fund changes:
 - Contingency reduced by \$168,120:
 - District Attorney, \$23,620;
 - Treasurer's Office, \$10,000;
 - General Funds Transfers \$134,500:
 - Legal Counsel, \$17,000;
 - Dog Control, \$67,500; and
 - Capital Improvement Project, \$50,000.
- Total increase is \$1,026,090.

MOTION: Commissioner Cameron moved to close the public hearing and approve a resolution to adopt the third supplemental budget for fiscal year 2016-17. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

(Video Time 00:53:03)

B. Consider approval of a resolution to adopt the fiscal year 2017-18 budget, make related appropriations, and impose and categorize property taxes. (TO BE ACTED ON FOLLOWING PUBLIC HEARING) – John Lattimer

Summary of presentation:

- Strong financial foundation in Marion County;
- Recommendation to invest in the county's infrastructures;
- Trying to prepare for the future;
- Still have a rainy day fund for PERS mitigation;
- County population is growing:
 - Up 13,000 people since 2012.

- Added 26 FTE jobs in the county;
- Employment rate has dropped dramatically;
- Budget Committee added \$33,400 for the Marion County Fair:
 - Made compensation adjustments of \$65,271; and
 - Reduced a position in Information Technology, saving \$101,271.
- \$43,505,637 of the budget is set aside for Capital Projects; and
- Total budget is \$412,381,377.

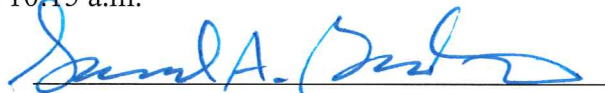
Board discussion:

- Commissioners appreciate the great job making the budget a smooth process;
- Making sure the budget is balanced;
- Appreciates the budget team's hard work:
 - The budget team's service; and
 - The willingness to participate in the budget.
- Important to do market studies;
- Network of Care and reentry housing is very important and appreciates it being added to the county budget; and
- The commissioners appreciate Mr. Lattimer's leadership and management.

MOTION: Commissioner Carlson moved to close the public hearing and approve a resolution to adopt the third supplemental budget for fiscal year 2016-17. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

Commissioner Brentano read the calendar.

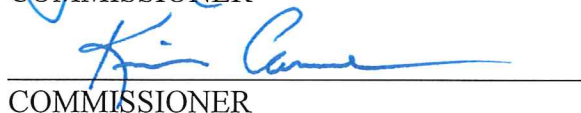
Commissioner Brentano adjourned the meeting at 10:15 a.m.



CHAIR



COMMISSIONER



COMMISSIONER

Board Sessions can be viewed on-line at <http://www.youtube.com/watch?v=VYF8Y6U7178>.