



Management Update summary Minutes

Monday, October 17, 2016, 9:00 a.m.
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Silverton Conference Room

ATTENDANCE

Commissioner Sam Brentano, Commissioner Kevin Cameron, Commissioner Janet Carlson, Jan Fritz, Scott Norris, Tom Rohlfing, Leslie Box, Joe Fennimore, Warren Jackson, Rich Minaker, Laurie Steele, Pam Hutchison, Noah Olson, Rod Calkins, Jolene Kelley and Kenna West as recorder.

Absent: John Lattimer

Jan Fritz called the meeting to order at 9:04 a.m.

INFORMATIONAL

Terminate Intergovernmental Agreement (IGA) with Department of Consumer and Business Services (DCBS) for processing manufactured home transactions - Tom Rohlfing

Summary of Presentation:

- IGA has been in operation since 2005 with building codes division of DCBS, who took over tracking ownership of manufactured structures from Department of Motor Vehicles:
 - Originally tracked as trailers.
- Software program is out of date, cumbersome and difficult to work with;
- DCBS wants to change software program and terms of IGA:
 - Changes county's ability to refuse transactions for various reasons;
 - Opt in/opt out clause:
 - Most counties opting out of new program; and
 - If opt in would have to process neighboring counties' applications who have opted out.
- Implementation was supposed to happen July 1, 2016 and have received no updates from DCBS;
- Building Codes Division has stated it would be easier if they processed instead of having counties do it;
- End of year would be a good time to terminate IGA;
- Drafted letter to give notice and terminate contract;
- Currently processing entire transaction, checking for liens and then sending to DCBS;
- Eliminating IGA will reduce daily workload by about three hours per day; and
- New program allows consumer to process completely online and could be harder for certain populations

Board Discussion:

- Needs to go to Board Session to terminate IGA officially.

Review Process for 2018-2022 renewals of Ambulance Services Area (ASA) Franchise - Rod Calkins, Noah Olson

Summary of Presentation:

- Needs to advise board of the process;
- Currently in fourth year of five year contract;
- Current franchise calls for possibility of two five year renewals;
- Need to amend plan filed with the state;
- Ambulance Service Area's able to propose/contest boundaries:
 - Two have already come forward with mutually agreeable changes.
- Plan needs to go to Oregon Health Authority after it goes to the board;
- Will need to appoint a new administrator since Mr. Calkins is retiring at the end of the year; and
- Need to get an application for renewal between July and September of 2017.

Board Discussion:

- No issues in 2012, but previously had issues with City of Salem;
- Salem has different boundaries for fire and medical;
- Salem was approved by the county to subcontract out their ambulance service;
- Boundaries are complex;
- Would like the interim ASA coordinator to be at the director level:
 - Will discuss in upcoming work session.

Modernization of Public Health Update - Rod Calkins, Pam Hutchinson

Summary of Presentation:

- Started out as a task force to improve regional health;
- Public Health Advisory discussing modernization:
 - No matter where someone lives they should have access to public health services;
 - Communicable disease;
 - Environmental;
 - Promotion; and
 - Preventative.
- Webinar available that was designed specifically for county commissioners;
- Considering formal structures for coordination between counties:
 - Marion County invited to participate in a January meeting; and
 - Would like to see if commissioners would like to attend.
- Gap is \$200 million per biennium and the ask is \$30 million;

Board Discussion:

- Not mandated to improve regional health by legislature;
- Rated one of the last in state funding;
- Need to watch how Marion County influences statewide development; and
- Commissioner Cameron will attend the meeting in January 2017.

Discuss Possible Marijuana Regulations and Options - Joe Fennimore, Scott Norris

Summary of Presentation:

- Directed to come back with clarifications after a September work session;
- Assuming a successful vote, the planning department developed zone codes for growing marijuana:
 - Outright permit within farm zones;
 - Conditional use within industrial zones;

- No timber zones; and
- Retail limited to commercial zones.
- Background check on person who is applying for license and employees;
- Could include language stating if property taxes are not paid then business may not operate;
- Marijuana business is not a home occupation; and
- Will be swapping information with Douglas County who is going through a similar process.

Board Discussion:

- Need clarify the difference between industrial commercial/industrial park and general/heavy industrial;
- Need to clarify who will do background checks;
- Not recommending anything different than the planning commission;
- Can still regulate time, place and public access for medical grows if law does not pass;
- Can always amend later;
- Hearing scheduled for end of November 2016;
- Planning Commission has made recommendations that can be shared with the public; and
- Commends staff for all the great work.

Sealed bid property sale – 5th Street, Turner - Jeff White

Summary of Presentation:

- Obtained in 2013;
- Under value for auction requirement;
- Up for sale through a private bid;
- Received two bids:
 - Law firm submitted business check late.
- Recommends accepting cashier check even though bidder did not follow all technicalities.

Board Discussion:

- Board accepts and moved to Board Session for formal approval.

Vineyard Subdivision property line adjustment and replat – Bair Road - Jeff White

Summary of Presentation:

- Eight foot wide 753 foot long alleyway in Keizer;
- Discussed several times;
- City of Keizer contacted to replat;
- \$10,040 for just the south side;
- If one of the property owners will not participate, the cost will be an additional \$3500 to replat with property that includes the north side;
- City of Keizer willing to reprocess all nine lot line adjustments under one application for \$405:
 - Will require all property owners to sign off;
 - Remove access to alley as it is a public nuisance;
 - One central fence;
 - Majority of homeowners in agreeance:
 - Will need to pay \$300 each to extinguish the easement.
- County owns the eight foot strip that is a tagging, weed and criminal problem so recommends eliminating property.

Board Discussion:

- Property does not generate any profit;
- Giving to property owners would eliminate county problem; and

- Board agrees with transfer.

FY 2016-17 First Supplemental Budget - Rich Minaker

Summary of Presentation:

- Two full time employees being added;
- 60 percent of the money is being put into the ending fund balance and contingency;
- Primary purpose is to adjust the Net Working Capital to the actual balance after the close of the fiscal year; and
- Adjustments related to bargaining decisions.

Board Discussion:

- Goes to board session next week.

COMMUNICATIONS

Jolene Kelley, Public Information Coordinator, provided current updates:

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Brentano:

- Association of Counties Transportation Committee:
 - Discussed Oregon Department of Transportation's recommendation for bills.

Commissioner Carlson:

- Received an award at Union Gospel Mission event.

Adjourned at 10:28 am

COMPLETED BY: **Sarra Sparks**

Reviewed by: Kristy Witherell