

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, April 16, 2025.
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Danielle Bethell, Commissioner Colm Willis, and Commissioner Kevin Cameron. Also present were Jan Fritz, chief administrative officer, Steve Elzinga as county counsel, and Brenda Koenig as recorder.

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

(Video Time 00:00:46)

MOTION: Commissioner Cameron moved to add a proclamation to the Board Session Agenda under Public Works: Consider approval of a proclamation recognizing Work Zone Awareness Week in Marion County. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:01:16)

PUBLIC COMMENT

None.

(Video Time 00:01:19)

PROCLAMATIONS

PUBLIC WORKS

Consider approval of a proclamation designating the week of April 21-25, 2025, as Work Zone Awareness Week in Marion County. –Scott Wilson

A motion was made and approved to add this item to the agenda.

Summary of presentation:

- Fourth consecutive year recognizing National Work Zone Safety Week;
- Promotes public awareness and recognizes employees and contractors in all work zones;
- The national safety campaign theme is "Respect for Zone so We All Can Get Home";
- In 2022 there were 891 people were killed in work zone crashes nationwide;
- Safety Initiatives:
 - Posting safety awareness videos on social media;

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2025\4-16-2025

- Public Works staff wear orange on April 23;
- Internal work zone safety training; and
- Sharing personal stories about near-miss incidents.
- What the public can do:
 - Slow down;
 - Pay attention; and
 - Be aware of driving conditions.
- Safety Improvements Implemented:
 - Automatic flagger stations;
 - LED highlighted flagging paddles; and
 - Flashing beacons to increase visibility.

Board discussion:

- Commissioner Kevin Cameron states:
 - Involve Sheriff's Department in traffic enforcement;
 - Educate drivers on the dangers; and
 - According to Justice of the Peace Justin Kidd, traffic tickets are going up in work zone areas.
- Law enforcement vehicles cause people to make better decisions.

MOTION: Commissioner Willis moved to approve a proclamation designating the week of April 21-25, 2025, as Work Zone Awareness Week in Marion County. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

(Video Time 00:13:31)

PUBLIC WORKS

1. Consider approval of a proclamation designating April 22, 2025, as Earth Day in Marion County. –Stephanie Pulvers and Ryan Wade

Summary of presentation:

- There is an annual Earth Day celebration on April 22nd;
- The 2025 theme is "Get Outside";
- The goal is to engage public in month-long educational campaign;
- There will be an event at the park:
 - On Saturday, April 26;
 - Located at Spongs Landing Keiser Park;
 - There will be 19 community tabling partners; and
 - There will be crafts and games, and they will be free.
- Digital engagement includes:

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2025\4-16-2025

- A dedicated website for event information;
- "Passport to Sustainability" program;
- There are 15 activities aimed at getting people outside; and
- Interactive leaderboard tracking participant activities.

Board discussion:

- None.

MOTION: Commissioner Cameron moved to approve a proclamation designating April 22, 2025, as Earth Day in Marion County. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

(Video Time 00:21:11)

HUMAN RESOURCES

2. Consider approval of a proclamation designating the week of April 20-26, 2025, as Volunteer Week in Marion County. –Sherry Lintner; Dana Castano, Marion County Fair Board member; and Herschel Sangster, Marion County Parks Commission Chair

Summary of presentation:

- Volunteers make a positive impact on the communities they serve.

Herschel Sangster:

- Volunteers make a difference instead of just complaining; and
- Volunteers in all capacities are making a change.

Dana Castano:

- Thankful for recognizing all volunteers no matter their position.

Board discussion:

- Commissioner Colm stated the following:
 - Thankful for all the work done;
 - He and his family participated in the Marion County Fair and bike ride; and
 - Appreciation of commitment even when it can get monotonous.

MOTION: Commissioner Willis moved to approve a proclamation designating the week of April 20-26, 2025, as Volunteer Week in Marion County. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2025\4-16-2025

(Video Time 00:29:58)

PRESENTATION

3. 2024 Volunteer Annual Report. –Sherry Lintner; Dana Castano, Marion County Fair Board member; and Herschel Sangster, Marion County Parks Commission Chair

Summary of presentation:

- The volunteer numbers are as follows:
 - The total number of volunteers was 1,927;
 - The total number of volunteer hours is 66,472; and
 - The total monetary value of volunteer hours is \$2,309,235;
 - Volunteer categories include:
 - There were 35 students:
 - Donated 8,485 hours in 2024.
 - An AmeriCorps volunteer donated 1,320 hours;
 - There were 150 advisory board members; and
 - Many are program-specific volunteers:
 - Working on training or a license.
- Volunteer Program Highlights:
 - Dog Shelter:
 - They do various activities with the dogs.
 - County Fair:
 - Help manage and organize various activities.
 - Law Library:
 - Help with day-to-day tasks.
 - Justice Court:
 - Special event volunteers and two Justice of the Peace Pro Tempore.
 - Victim Assistance:
 - Help victims navigate the system.
 - Emergency Management:
 - Help in preparedness and response throughout the county.
 - Environmental Services:
 - Help with park clean-up and restoration.
 - Sheriff's Office Programs:
 - Search & Rescue, Reserve Deputies, and Cadets assist law enforcement; and
 - Faith based recovery support groups help inmates.
- Farm Direct Nutrition Program is looking for four volunteers for spring and summer;
- Advisory Board Members:
 - There are 150 individuals who serve;
 - There are 18 committees, commissions, councils or boards; and
 - They have 2,407 hours of service.

Herschel Sangster:

- Mr. Sangster is the Parks Commission Chair; and
- A large need is more volunteers to help in the commission:
 - To attend meetings, share ideas and conduct park visits.

Dana Castano:

- Ms. Castano is part of the Fair Board and the 4-H Service Extension Budget Committee;
- The Fair Board has seven members:
 - There are additional Key Volunteer member positions:
 - Are not able to vote but work in a supportive role; and
 - Are considered first when Fair Board membership opens up.
- Some fair activities include:
 - A new water table exhibit;
 - Puzzle mania;
 - Live music;
 - Roaming entertainers; and
 - Disney princesses.

Board discussion:

- Reach out to Ms. Linter if anyone is interested in volunteering for any of various departments and events.

(Video Time 00:51:36)

CONSENT

HUMAN RESOURCES

4. Approve the recommendation to update the classification and adjust the pay grade upward for class codes #188, Labor and Employee Relations Manager; and #196, Human Resources Information System Analyst.

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

(Video Time 00:52:20)

ACTION

SHERIFF'S OFFICE

5. Consider approval of the incoming funds Intergovernmental Agreement with the Oregon Department of Forestry (ODF) in the amount of \$200,000 for patrol services in the Santiam State Forest and adjacent to State Forest land from July 1, 2025, through June 30, 2030.

–Commander Jason Bernards

Summary of presentation:

- The \$200,000 is overtime funding:
 - Overtime for patrol of Santiam State Forest and adjacent state forest lands.
- This is an ongoing agreement since January 2020; and
- This provides additional law enforcement presence for workers and those recreating.

Board discussion:

- This does not include national forest lands, only state lands;
- Commissioner Bethell:
 - There is unauthorized camping done in national forest lands;
 - Partnerships for patrol in these areas should be explored; and
 - There is risk of forest fires.

MOTION: Commissioner Willis moved to approve the incoming funds Intergovernmental Agreement with the Oregon Department of Forestry (ODF) in the amount of \$200,000 for patrol services in the Santiam State Forest and adjacent to State Forest land from July 1, 2025, through June 30, 2030. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:55:48)

PUBLIC WORKS

6. Consider approval of Price Agreements with the following to provide asphalt materials for road maintenance operations through December 31, 2027:

- Houck Construction Materials, Inc., in the amount of \$635,000; and
- RiverBend Materials in the amount of \$635,000.

–Dennis Mansfield

Summary of presentation:

- The primary use of asphalt concrete is:
 - Pothole patching; and
 - Pre-level patching for road distortions:
 - Preparation for chip seal program.
- A Request for Proposal (RFP) was completed:
 - There were two bidders; and
 - Requesting agreements with both vendors.

Board discussion:

- None.

Motion: Commissioner Cameron moved to approve Price Agreements with the following to provide asphalt materials for road maintenance operations through December 31, 2027: Houck Construction Materials, Inc., in the amount of \$635,000, and RiverBend Materials in the amount of \$635,000. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:57:43)

7. Consider approval of Price Agreements with the following to provide aggregate materials for road maintenance operations through December 31, 2027:

- Crabtree Crushing, Inc., in the amount of \$62,500;
- K&E Rock Products LLC, in the amount of \$125,000;
- Knife River Corporation Northwest in the amount of \$125,000;
- North Santiam Paving Company in the amount of \$62,500;
- RiverBend Materials in the amount of \$125,000;
- Siegmund Excavation and Construction Inc., in the amount of \$125,000; and
- Silverton Hills Rock, LLC, in the amount of \$125,000.

–Dennis Mansfield

Summary of presentation:

- The aggregate materials are used in the following ways:
 - Gravel road program;
 - Shoulder rocking;
 - Sand material distribution;
 - Snow and ice event preparations;
 - Road base repair; and
 - Culvert repairs.
- An RFP process was conducted in January:
 - Received eight initial bids;
 - A bidder withdrew; and
 - Seven vendors selected for agreements.
- Vendors are selected based on the following:
 - Location-based selection; and
 - Shorter material turnaround time.

Board discussion:

- None.

MOTION: Commissioner Willis moved to approve Price Agreements with the following to provide aggregate materials for road maintenance operations through December 31, 2027: Crabtree Crushing, Inc., in the amount of \$62,500; K&E Rock Products, LLC, in the amount of \$125,000; Knife River Corporation Northwest in the amount of \$125,000; North Santiam Paving Company in the amount of \$62,500; RiverBend Materials in the amount of \$125,000; Siegmund Excavation and Construction Inc., in the amount of \$125,000; and Silverton Hills Rock, LLC, in the amount of \$125,000. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:59:45)

8. Consider approval of the Construction Contract with Mid Valley Excavation, LLC, in the amount of \$208,557 for the construction of curve warning signs on various roadway corridors throughout Marion County through June 30, 2025. –Ryan Crowther

Summary of presentation:

- Project Scope:
 - Install advisory curve warning signs;
 - Corridors will be placed throughout Marion County; and
 - Prioritized by traffic department on where they would give the most benefit.
- Specific Improvements:
 - Speed limit indicators (e.g., 25 miles per hour);
 - Add chevrons to delineate curves;
 - Curve ahead warnings; and
 - Areas currently lacking or having substandard signage.
- This is a yearly project to address road corridors.

Board discussion:

- The current locations either have no curve signs at all, or the signs are not up to current standards.

MOTION: Commissioner Cameron moved to approve the Construction Contract with Mid Valley Excavation, LLC, in the amount of \$208,557 for the construction of curve warning signs on various roadway corridors throughout Marion County through June 30, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 01:01:53)

9. Consider approval of the incoming funds Grant Agreement with the Oregon Department of Transportation (ODOT) to provide Safe Routes To School (SRTS) grant funding in the amount of \$1,608,019 for the Stayton Elementary - North First Avenue Project with an ending term date of five years from execution. –Ryan Crowther

Summary of presentation:

- This is for Stayton Elementary on North First Avenue;
- The current conditions include:
 - Substandard ADA ramps or no ADA ramps; and
 - Lack of accessibility for mobility devices.
- Project Scope:
 - Replace substandard ADA ramps;
 - Construct rectangular rapid flashing beacon at First Street and Locust Street; and
 - Improve pedestrian crossings.
- Funding Details:
 - The grant is 100% state-funded; and
 - No county share is required.
- Project Timeline:
 - Immediate design initiation;
 - Right-of-way acquisition in 2027; and
 - Construction planned for 2028.

Board discussion:

- There may be minor right-of-way impacts on neighbors:
 - Slope requirements might necessitate slight property adjustments.

MOTION: Commissioner Willis moved to approve the incoming funds Grant Agreement with the Oregon Department of Transportation (ODOT) to provide Safe Routes To School (SRTS) grant funding in the amount of \$1,608,019 for the Stayton Elementary - North First Avenue Project with an ending term date of five years from execution. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 01:04:26)

10. Consider approval of the Engineering and Related Services Contract with David Evans and Associates, Inc., in the amount of \$350,000 to provide engineering services, load rating, and structural repair design for existing Marion County bridges through March 31, 2028.

–Ryan Crowther

Summary of presentation:

- The Oregon Department of Transportation (ODOT) updated the load rating in 2021 for 60 bridges located within Marion County:
 - Of these 51 bridges received load rating limitations; and

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2025\4-16-2025

- Impacted agricultural commerce and emergency services.
- Worked with ODOT and David Evan and Associates to re-analyze ratings:
 - Successfully refined 11 bridge load ratings; and
 - 40 additional bridges need assessment.
- An RFP went out for the 40 additional bridge assessments;
- Project Scope:
 - Perform load rating analysis for priority bridges;
 - Design minor structural improvements to improve ratings:
 - Some of these can be done with the Marion County Bridge Crew.
 - Update load ratings with ODOT.
- Prioritizing the most critical bridges.

Board discussion:

- This process will be competitive but also faster than working on one bridge at a time;
- The significantly reduced load ratings are being addressed; and
- The goal is to push back on ODOT's original ratings.

MOTION: Commissioner Cameron moved to approve of the Engineering and Related Services Contract with David Evans and Associates, Inc., in the amount of \$350,000 to provide engineering services, load rating, and structural repair design for existing Marion County bridges through March 31, 2028. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 01:09:53)

**PUBLIC HEARINGS
9:30 A.M.**

None.

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

Board Sessions can be viewed on-line at

<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2025\4-16-2025