County Commissioners
Colm Willis, Chair
Kevin Camerion
Danielle Bethell

Chief Administrative Officer
Jan Frtiz

MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, November 3, 2026, 9:30 a.m. – 11:30 a.m.
Commissioners' Boardroom
Courthouse Square, 555 Court St. NE, Suite 5231
Salem, Oregon 97301

Attendance:
Commissioners: Colm Willis, Danielle Bethell and Kevin Cameron.
Board's Office: Chris Eppley, Matt Lawyer, Jon Heynen, Alvin Klausen, Trevor Lane, Toni Whitler, Jonathan Sanford, and Cameron Russell.
Assessor's Office: Tom Rohlfing and Brooke Hawkins.
Community and Economic Development: Kellie Weese and Chip Bury.
Health and Human Services (HHS): Carol Heard and Kristina Ballow.
Human Resources (HR): Sherry Linter.
Information Technology: Gary Christofferson and Steve Brooks.
Legal: Steve Elzinga
Public Works (PW): Brian Nicholas, Ryan Crowther and Andrew Johnson.
Sheriff's Office: Jacob Ramsey.

Commissioner Kevin Cameron called the meeting to order at 9:32 a.m.

Informational
1. Initial Board Review – Multiple Items

1.a. Purchase Order (PO) Amendment #1 with Henry Schein, Inc for Brixadi Injections – Commander Jacob Ramsey

Summary of Discussion:
Request approval to add $46,613 in additional Criminal Justice Commission (CJC) grant funding to purchase order for Brixadi injections used in jail-based opioid medication program. The funds were made available from unspent grant allocations.

Initial Board Review Outcome: PROCEED – Administrative Approval.
Administrative Approval: The item does not need to come to Board Session and may be signed administratively.

1.b. Contract Amendment #1 with Mill City for the Project Delivery Agreement – Brian Nicholas

Summary of Discussion:
The proposed amendment would specify the contracted operator support the County is providing for the Mill City wastewater treatment plant, including commissioning, compliance planning, training, and operator services. The support is funded through the project grant,

with no additional County cost, and the amendment establishes an end date in February 2027; Mill City would need to contract directly for any services needed after that period.

Initial Board Review Outcome: PROCEED – Board Session.
Direction & Follow-Up: Board Session Placement – CONSENT.
Route amendment through Finance and Legal for review before December 2nd Board Session. Further Board discussion would be needed if the review identifies issues.

Task: Route amendment for Finance and Legal review and prepare it for December 2nd Board Session.
Assigned To: Brian Nicholas.
Deadline/Timeline: December 2, 2026.

1.c. Intergovernmental Agreement (IGA) with Oregon Department of Transportation (ODOT) to Extend Chestnut Street over the South Fork Ash Creek Bridge — Ryan Crowther

Summary of Discussion:
Three-party IGA among Marion County, ODOT, and City of Independence. Agreement allows County to access funding awarded to Independence that must flow through ODOT for the Chestnut Street Bridge project. Project also has separate agreement covering initial funding received directly by the city.

Initial Board Review Outcome: PROCEED – Board Session.
Direction & Follow-Up: Board Session Placement – CONSENT.

1.d. Contract Amendment #3 with Farline Construction, Inc for Construction of Medridan Road: Abiqua Creek Bridge Replacement — Ryan Crowther

Summary of Discussion:
The time extension requested would keep contract in effect during one-year plant-establishment period. Allows contractors to replace plantings that do not survive.

Initial Board Review Outcome: PROCEED – Administrative Approval.
Administrative Approval: Amendment may be signed administratively and does not need to come to Board Session.

2. State Homeland Security Grant Applications - Brian Nicholas

Summary of Discussion:
Proposed grant application for two week-long incident-command training courses and audiovisual upgrades to the Emergency Operations Center (EOC). Training would develop a deeper leadership bench for Type 3 incident command structure. Seats are also available for County staff and partner agencies. Commissioner Bethell emphasized need for broader strategic discussion about emergency preparedness. Ensuring County's response serves all of Marion County.

Direction & Follow-Up:
Grant agreement will be returned to Board for Initial Board Review and staff will highlight any changes in its terms. No separate Board disposition on submitting application was recorded.
Task: Bring grant agreement to Board for review and identify any changes in its terms.
Assigned To: Brian Nicholas.
Deadline/Timeline: When the grant agreement is available.

3. Contract with River City Environmental for Hauling and Disposal of Leachate from the North Marion County Disposal Facility - Andrew Johnson

Summary of Discussion:
River City Environmental submitted lowest bid, at $0.14 per gallon for hauling and disposal. Propose a three-year contract with option to extend for two years. Disposal facility in Portland was still finalizing its permit. Separate backup contract with Republic Services would be brought forward. Its rate was still being finalized.

Direction & Follow-Up: Board Session Placement – CONSENT.
Staff expect to bring River City contract to December 2nd Board Session.
Staff will provide Republic Services rate and contract details at next Management Update.

Task: Finalize River City contract for Board consideration and provide Republic Services rate and contract details.
Assigned To: Andrew Johnson.
Deadline/Timeline: River City contract for December 2, 2026. Republic Services details at the next Management Update.

4. IGA and Lane County for Online Food Handlers Training and Testing – Carol Heard

Summary of Discussion:
Agreement would continue Lane County's online food-handler training, testing, card issuance, payment processing, and customer support from January 2027 through January 2029. Estimated revenue to Marion County would not exceed $151,000 over agreement period. Current receipts are approximately $15,000 per quarter. Commissioners asked why County does not provide online service. Discussed need for updated public health software, food-handler card tracking, and vital-records reporting.

Direction & Follow-Up: Board Session Placement – CONSENT.
Commissioners expressed interest in status and scope of HHS software request and in receiving information on number of food-handler cards issued through Lane County's system. Discussed resuming periodic vital-statistics reporting. No reporting schedule set.

Task: Determine how many Marion County food-handler cards are issued through Lane County's system.
Assigned To: Carol Heard.

Task: Forward software request information to IT and report status and scope of food-handler and vital-records software ticket.
Assigned To: Jonathan Sanford and Gary Christofferson.

5. Detroit Marinas Excavation Project Archaeological Services Agreement - Chip Bury

Summary of Discussion:
A $187,241 agreement with the University of Oregon for archaeological field investigation, analysis, and reporting at Detroit Marinas project site. Work follows identification of cultural resources in project area. Fieldwork could begin November 16th, with initial findings expected by end of January. The work would use America Rescue Plan Act (ARPA) funds.

Direction & Follow-Up: Board Session Placement – CONSENT.

6. Opioid Settlement - Jennifer Rogers

Summary of Discussion:
Reported a potential $1.5 million recovery through the Albertsons opioid settlement. Request Board's agreement to proceed with an order authorizing settlement process. Commissioners expressed support.

Direction & Follow-Up: Board Session Placement – CONSENT.

7. CPO for Network Life Cycle Equipment Replacement Plan - Steve Brooks

Summary of Discussion:
Request approval of a $390,412.74 purchase order under approved Capital Improvement Plan (CIP) for annual network equipment replacement program. Purchase would replace core network switches serving several County campuses.

Direction & Follow-Up: Board Session Placement – CONSENT.
Commissioner Bethell separately raised concerns about malfunctioning cameras and outdated audiovisual equipment in PW conference rooms. IT described its replacement-planning process and need to coordinate campus systems.

Task: Coordinate with IT on PW conference-room technology plan and relay reported camera problem for review.
Assigned To: Chris Eppley.

8. Forestland Classification Committee
   a. Establishment of Committee
   b. Appointments
- Jonathan Sanford

Summary of Discussion:
Sanford presented a draft order to establish the Forestland Classification Committee and related appointment materials. Two members had been identified, and a third member was still needed.

Initial Board Review Outcome: PROCEED – Board Session.
Direction & Follow-Up: Board Session Placement – ACTION

Task: Identify a third member for the committee.
Assigned To: Jonathan Sanford.

9. Legislative Update - Alvin Klausen

Summary of Discussion:
Work underway on a draft federal agenda, including federal funding requests from department heads, and a preview of the upcoming legislative session. Draft federal agenda was expected by end of the week. Veterans Day proclamation planned for the following day. A related communications release was in preparation.

Task: Complete federal agenda draft, including department heads' funding requests, for Board consideration.
Assigned To: Alvin Klausen.
Deadline/Timeline: By the end of the week.

Task: Issue communications release after the Veterans Day proclamation.
Assigned To: Jon Heynen.

10. Board Session

- **November 4, 2026 – Agenda**
- **November 11, 2026 – No Meeting**
- **November 18, 2026 – No Meeting**
- **November 25, 2026 – No Meeting**

-Commissioner Colm Willis

Summary of Discussion:
Overview of board session agendas.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATES

Commissioner Danielle Bethell

- N/A.

Commissioner Kevin Cameron

- N/A.

Commissioner Colm Willis

- N/A.

Other

11.Salem Foundation Appointment - Commissioner Danielle Bethell

Summary of Discussion:
Commissioners discussed two candidates, Kurt Arthur and Derek Gilbert, for the Salem Foundation appointment. Commissioners Bethell and Cameron described their respective reasons for supporting the candidates. Commissioner Willis said he would make additional inquiries before reporting his recommendation; no appointment decision was made.

Direction & Follow-Up:
Selected appointee is to meet individually with each commissioner after the appointment.

Task: Contact the candidates and report a selection recommendation to Sherry Lintner.
Assigned To: Colm Willis.
Deadline/Timeline: By November 4, 2026.

Task: Arrange meetings between selected appointee and each commissioner after appointment.
Assigned To: Sherry Lintner.

12.Election Ballot Delivery and Tracking Concerns - Commissioner Danielle Bethell

Summary of Discussion:
Reported constituent concerns about ballots that had not arrived. Problems with the "Track My Ballot" system, including difficulty accessing her own ballot information. Commissioners noted that voters may vote in person, including those who received a mailed ballot. Commissioner Bethell said further discussion with Clerk's Office needed about ballot delivery and tracking.

13. Salem City Council Homelessness Work Session - Commissioner Danielle Bethell

Summary of Discussion:
Request summary of City Council's recent homelessness work session to clarify city's goals and potential role for Marion County. Including possible involvement of Sheriff's Office and HHS.

Task: Review City Council work session and draft a memo summarizing city's goals and potential County role.
Assigned To: Alvin Klausen.

14. HR and Commissioners' Day-Off Communications - Matt Lawyer

Summary of Discussion:
HR's email regarding alternative day off had been sent the prior week. Commissioners' day-off communication was still being prepared.

Adjourned – time: 11:01 a.m.
Minutes by: Mary Vityukova
Reviewed by: Gary L. White