



O R E G O N

MARION COUNTY BOARD OF COMMISSIONERS

Work Session Summary Minutes

Marion County Radio Project Monthly Update

September 18, 2025. 9:00 AM

Courthouse Square, 555 Court St. NE, Salem

5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:

Commissioners: Kevin Cameron, and Colm Willis.

Board's Office: Alvin Klausen, Trevor Lane, Chris Eppley, Heather Inyama, Toni Whitler, Matt Lawyer, and Ben Eugenio.

Legal Counsel: Scott Norris.

Information Technology: Gary Christofferson.

Public Works: Richard Grabotin, and Brian Nicholas.

Sheriff's Office: Nicholas Hunter.

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

Marion County Radio Project Update:

- Funding Status:
 - General fund contribution is \$1.5 million:
 - \$500,000 to be replaced by Opal Creek Promise:
 - Converted American Rescue Plan Act (ARPA) funds.
 - METCOM user board decided not to contribute the previously expected \$1.28 million:
 - Only a portion of their membership is joining.
 - Leaves \$2 million funding gap for subscriber units, to be filled by aggregating multiple grants:
 - Safe Streets for All, Assistance to Firefighters, State Homeland Security Program (SHSP), and others.
 - Actively seeking smaller grants to close the gap.
 - Flat fee for Public Works radios will be increased to help balance the budget.
 - Projected operating budget is \$980,000:
 - Current projected revenue at \$852,000.
 - Requires additional revenue sources.
- User Agency Status:
 - Agencies are categorized:
 - Confirmed is green.
 - Not joining is red.
 - Pending/likely is orange.
 - Some, such as Mt. Angel Police Department (PD), expected to join but waiting for confirmation.
 - Budget approval is a hurdle for some cities:

- Such as Aumsville PD.
- Gervais PD status uncertain due to leadership changes and city council decisions:
 - May contract with Mount Angel or the county.
- Most police departments want to join, with cost being the main barrier.
- Several fire departments not joining due to operational dependencies on other systems:
 - State and Fire.
- Agencies like Silverton Fire are leaning toward joining:
 - Pending final confirmation.
- Final push to confirm participation and radio counts by early October.
- User Agreements:
 - Two main agreement templates are being developed:
 - One for site use,
 - One for radio subscribers.
 - Site agreements will allow other users to collocate equipment or use the microwave system:
 - Possible service swaps or fees.
 - Subscriber agreements will specify the number and type of radios, fees, and obligations for trunked radio management.
 - Riders will address specific needs, such as microwave use or radio assignment protocols.
 - Drafts of these agreements are targeted for completion by March, with execution planned for June/July.
 - Agreements expected to be annual:
 - Automatically renewable unless opted out,
 - Likely require board approval due to their cumulative value.
- Sites Status:
 - Land use and preliminary construction planning are complete
 - Construction is divided into two bid sets:
 - Six new tower sites:
 - Plans due imminently and advertising set for October 1st.
 - Sites needing upgrades:
 - Plans due by October 10th and advertising in early November.
 - Long-lead items (shelters, towers, generators) have been procured:
 - Delivery dates committed by suppliers.
 - Site agreements for key locations (House Mountain, Eastview Lane) are completed or in progress.
 - Silver Falls site removed due to high costs and logistical challenges:
 - Resources reallocated to other sites.
 - Construction contractors have six months to build the new sites:
 - Work expected to begin in winter.
 - Project timeline is tight.
 - All floats has been consumed.

Radio Fund:

- No new updates on the radio fund discussed.
- The radio fund remains on the project list for future discussion as needed.

Other:

- Halls Ridge equipment will be installed in Oregon Department of Transportation's (ODOT) new radio room and the American Tower facility.
- New site lease agreement with ODOT is being finalized:
 - Requires board approval due to its long-term value.
- Agreement allows county to install equipment and share costs for a new combiner.
- Considering ways to expedite the approval process for this agreement.

Next Steps:

- Finalize agency commitments and radio counts by October 16th.
- Continue outreach to agencies that have not confirmed participation.
- Complete and review detailed design documents for the radio system by next week:
 - A two-week turnaround for approval.
- Draft comprehensive user and site agreements:
 - Aim for completion by March and execution by June/July.
- Advertise and award construction bids for new sites.
- Monitor grant opportunities and pursue additional funding to close budget gap.
- Prepare sheriff's department to be first in the system by September next year:
 - Other agencies to follow.
- Address technical questions from agencies regarding dual-band and tri-band radio programming:
 - Cautious approach to additional features until the system is stable.
- Continue regular updates and work sessions.

Adjourned – time: 9:50 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White