

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, December 12, 2018
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97305

PRESENT: Commissioner Kevin Cameron and Commissioner Sam Brentano. Also present were John Lattimer, chief administrative officer, Jane Vetto as county counsel and Brenda Koenig as recorder.

ABSENT: Commissioner Janet Carlson

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

PUBLIC COMMENT

None.

PRESENTATION

(Video Time 00:01:04)

CourtCare Program Update. – Diane Morse, Trial Court Administrator, Marion County Circuit Court and Andrea Riley, Administrative Analyst, Marion County Circuit Court

Summary of presentation:

- The CourtCare Program provides free child care at the YMCA for people who have court at the courthouse;
- This program was needed because people were bringing children to court:
 - The setting was inappropriate for children;
 - Children were found sleeping on benches in the hallway while parents were in court; and
 - Parents had to bring their children when meeting with facilitators.
- In September 2017, the program was started at the YMCA;
- This drop-in care program removes the barrier for adults to get access to services;
- Children in the CourtCare Program at the YMCA are provided with the following:
 - Healthy food lessons;
 - Lunches and snacks;
 - Clean clothes to take home if needed; and
 - Stuffed animal, toothbrushes, or books when they leave.
- The CourtCare Program takes children up to twelve years of age;
- The program has been relying on community partners to spread the word about services;
- CourtCare has been proven to work:
 - Every month, numbers for services go up;

- The growth for services used has proven the success of the program; and
- The court has seen a decline in the amount of children in the hallways.
- In June 2019, the program will find out if they will get additional funding through the legislature; and
- The CourtCare Program continues to fundraise in order to gather private donations.

Board discussion:

- Ms. Morse is not aware of any governor’s budget or bill securing funding for the CourtCare Program;
- Ms. Morse stated that the courts will be presenting statistics and showing the value of the program in the future;
- The board offered assist with any legislative effort that is being planned; and
- The board suggested that the CourtCare Program be put on the Marion County Public Safety Coordinating Council agenda to make council members aware of the program.

(Video Time 00:07:03)

Student Recycled Art Calendar Awards. – Bailey Payne and Reed Carlson, Recycling Coordinator, Mid-Valley Garbage and Recycling Association

Summary of presentation:

- Marion County Public Works Environmental Services and the Mid-Valley Garbage and Recycling Association have teamed up to promote waste prevention and resource conservation in local schools through the Student Recycled Art Calendar Poster Contest;
- Students submitted their illustrations that address this year’s theme, which was, “What it means to be green”;
- Winning students received, certificates, gift cards, and their entries will be featured in the 2019 calendar; and
- The best way to educate people about recycling is to go into the schools and teach the youth, so they can take the information they learned home to their families.

CONSENT

(Video Time 00:33:56)

BOARD OF COMMISSIONERS

Approve the appointment of Brian S. Nicholas as the Marion County Public Works Director and the Marion County Emergency Management Director with an effective date of December 17, 2018.

PUBLIC WORKS

Receive notice of hearings officer’s decision approving Floodplain Development (FP) Case 18-003/Zielinski Living Trust and Windsor Island Company, LLC.

TAX OFFICE

Approve a property tax refund in the amount of \$59,338.92 to Nordstrom, Inc.

Approve a property tax refund in the amount of \$16,994.40 to Summit Salem, LLC.

Approve a property tax refund in the amount of \$23,001.63 to T-Mobile USA, Inc.

Approve a property tax refund in the amount of \$39,961.47 to King Plaza of Portland, LLC.

TREASURER'S OFFICE

Approve the distribution of Oregon State Forestry timber revenue, as per ORS Chapter 530, in the amount of \$3,492,773.34.

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

ACTION

(Video Time 00:36:47)

Recessed as Board of Commissioners
Reconvened as Contract Review Board

CONTRACT REVIEW BOARD

1. Consider approval of an ordinance amending the Marion County Public Contracting Rules and Marion County Code 3.25. – Camber Schlag and Jeff White

Summary of presentation:

- The Finance Department and Legal Counsel held a work session, along with the chief administrative officer (CAO) and the deputy county administrative officer with the board of commissioners to review Marion County Public Contracting Rules and Marion County Code 3.25;
- A second work session was held with the board to review modifications;
- Changes to the Marion County Public Contracting Rules are as follows:
 - Under section 10-0170, the Delegation of Authority:
 - Added a clarifying definition for Designee, “shall mean deputy director or division director may authorize contracts and intergovernmental agreements (IGA)”;
 - Increased CAO amendment authority to 25 percent;
 - Increased department head authority on amendments from 20 percent to 25 percent;
 - Under section 20-0265, Small Procurements:
 - Increased the small purchase of goods and services from \$5,000 to \$10,000:
 - This follows the State of Oregon and several other counties’ limits.
 - The personal services limit to be increased from \$20,000 to \$30,000.
 - Under section 20-0270, Intermediate Procurements:
 - Increased the verbal quote criteria to \$10,000, but no more than \$25,000; and

- Increased the written competitive quote prices to \$25,000, but no more than \$100,000.
- Added section 50-0015, Memberships and Professional Associations:
 - A new exemption for memberships has been authorized without a procurement process when it is position related.
- Under section 50-0020, A&E Services Consultants for Public Works Department Engineering Division:
 - Changed the name to A&E Services Consultants for Public Works Department and Business Services Facilities;
 - Allows for Public Works and Facilities Division to direct appoint A&E contracts when not more than \$100,000;
 - The intermediate level will now be from \$100,000.01 to \$200,000; and
 - Formal RFP process to \$200,000.01 or more.
- Added definitions to the glossary regarding electronic signatures and corrected grammatical errors.

Board discussion:

- The commissioners have done a detailed review of the Marion County Public Contracting Rules and Marion County Code 3.25;
- Legal counsel stated that this ordinance needs to be adopted by emergency procedure due to the health, safety, and welfare of the county; and
- The ordinance needs to be changed to reflect the commissioners adopting the ordinance by emergency procedure.

MOTION: Commissioner Brentano moved that the chair read the ordinance by title only twice. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

The chair read the ordinance by title only twice.

MOTION: Commissioner Brentano moved to adopt an ordinance amending the Marion County Public Contracting Rules and Marion County Code 3.25 by emergency procedure as it is necessary for the preservation of the health, safety, and welfare of the community. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

Recessed as Contract Review Board
Reconvened as Board of Commissioners

PUBLIC HEARINGS

9:30 A.M.

(Video Time 00:44:08)

FINANCE

A. Public hearing to consider the transfer of tax foreclosed properties Tax ID #R37284 and Tax ID #R100485 from Marion County to the City of Jefferson. – Jeff White

Summary of presentation:

- The proposed purchase of the two properties by the City of Jefferson has been discussed at management update meetings;
- The decision was made by the board to accept the offers by the City of Jefferson;
- Statute requires a public hearing be held when selling to another public entity;
- Notices were posted in the Statesman Journal on December 3, 2018, and on December 10, 2018;
- No individual has signed up or appeared for public comment at this public hearing;
- The transfer will involve a 1.29 acre parcel in the City of Jefferson that is currently designated by the state as forested wetlands and a 0.24 acre parcel of land located on a vacant lot;
- The 1.29 acre parcel has been purchased by several developers who were unsuccessful in developing the property due to the designation;
- The larger property fell into foreclosure when the taxes were not paid;
- Marion County now owns the property;
- The City of Jefferson would like to put in a boardwalk and make it a wetland park area;
- The 0.24 acre parcel was previously a gas station:
 - Department of Environmental Quality (DEQ) required action due to previous gas tanks and buildings that were located on the property.
- DEQ is prepared to do a limited study on this smaller parcel of land;
- The City of Jefferson would like to develop the parcel into a welcome kiosk area as visitors enter the city;
- The 0.24 acre parcel will also likely be undevelopable; and
- DEQ would need to do a more extensive study of the land before the county could sell it to another party.

Board discussion:

- The City of Jefferson would pay \$5,000 for the wetlands and \$10,000 for the vacant lot that used to house a gas station;
- The 0.24 acre parcel was toured in 2017 by commissioners, city council, and the prior mayor of Jefferson;
- The desire to turn the property into something uplifting was expressed during the tour;
- Marion County's preference on properties like this is to get the land returned to private hands on the tax rolls;
- In this instance, it appears that is not feasible;
- Selling the property to the City of Jefferson appears to be a good option;
- It would be beneficial to the community of Jefferson;
- This option would allow the properties to be productive;

- The wetland property will transfer to the City of Jefferson as soon as payment is received;
- The smaller 0.24 acre parcel will not transfer until DEQ has completed further studies;
- The money will be deposited into the Tax Title Fund and will be disbursed by the ratio to the other taxing districts; and
- The City of Jefferson will not be able to resell the land:
 - The city is required to maintain it as property for public use for at least twenty years.

MOTION: Commissioner Brentano moved to close the public hearing and accept the offer made by the City of Jefferson. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

Commissioner Cameron read the calendar.

Commissioner Cameron adjourned the meeting at 10:11 a.m.

Not Present At Meeting

CHAIR



COMMISSIONER



COMMISSIONER

Board Sessions can be viewed on-line at

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