

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, March 25, 2015
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Janet Carlson, Commissioner Kevin Cameron and Commissioner Sam Brentano. Also present were John Lattimer as chief administrative officer, Gloria Roy as county counsel and Kim Hulett as recorder.

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

PUBLIC COMMENT

None.

CONSENT

Video Time (00:01:00)

FINANCE

Approve proposed list of tax foreclosed real property to be sold at public auction and set the date and time for the public auction on April 30, 2015, at 10:00 a.m.

HEALTH

Approve amendment #2 with Project Able, Inc. to add \$38,000 to the contract to provide trained peers to work as mentors for high risk adult behavioral health clients.

PUBLIC WORKS

Approve renewal agreement with Clean Harbors Environmental Services, Inc. for \$1,200,000 for Household Hazardous Waste Services.

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

ACTION

Video Time (00:01:59)

BOARD OF COMMISSIONERS

1. Consider approval of a proclamation designating April 7, 2015, as National Service Recognition Day in Marion County. – Marta Trinidad, City of Woodburn

Summary of presentation:

- One Retired and Senior Volunteer Program in Marion County falling under umbrella

of Senior Corp, which is a funded program through federal Corporation for National and Community Service (CNCS).

- 190 volunteers in Marion County;
- Volunteer hours were 18,105;
- Volunteers are age 55 and older;
- Largest age group of volunteers are 70-79 years old, and
- Twenty different stations throughout Marion County that the volunteers serve.

Board discussion:

- Largest service is provided to Aware Food Bank and Marion/Polk Foodshare;
 - Another large service group is Meals on Wheels; and,
 - Start Making a Reader Today (SMART) program.
- Proclamation is both a county day of recognition and mayor's day of recognition for national service.

MOTION: Commissioner Brentano moved approval of a proclamation designating April 7, 2015, as National Service Recognition Day in Marion County. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

The commissioners then read the proclamation.

COMMUNITY SERVICES

2. Consider approval of the revised Economic Development Advisory Board bylaws. – Sarah Cavazos

Summary of presentation:

- Requested approval of the revised Economic Development Advisory Board (EDAB) bylaws;
- Revised bylaws were discussed at a work session on March 16, 2015;
- Revisions address number of appointments to EDAB, as well as representation throughout the county of businesses and geographic preferences; and
- How EDAB meetings will be structured and operated.

Board discussion:

- Key changes include keeping the membership at 19 per bylaws, versus former charter that listed number of membership at 14;
- Redact any prior charter or bylaws leaving only one document governing EDAB;
- Incorporates charter representation of specific industries into the bylaws, as well as the geographic representation;
- Ex-officio members are now voting members;
- Attendance requirement was added to ensure full engagement at meetings, and
- Commissioners are ex-officio of EDAB.

MOTION: Commissioner Cameron moved approval of the revised Economic Development Advisory Board bylaws that would supersede any prior charter or bylaws to EDAB. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

3. Consider approval of an order appointing Bill Burich to the Marion County Economic Development Advisory Board for a term ending June 30, 2018. – Sarah Cavazos

Summary of presentation:

- Doug Rux, former City of Salem representative, resigned from EDAB;
- Bill Burich is qualified and willing to fill one of the vacancies on EDAB;
 - Will serve on EDAB representing manufacturing and distribution;
 - Works for Norpac Foods in operations and manufacturing area;
 - Currently Vice President of Operations at Norpac;
- Would work to remove any roadblocks that other companies, businesses, or employers might have in terms of looking at growth or expansion, and
- Continue to assist, support, and provide resources for those entities as appropriate.

Board discussion:

- Commissioners welcomed Mr. Burich to EDAB.

MOTION: Commissioner Brentano moved approval of an order appointing Bill Burich to the Marion County Economic Development Advisory Board for a term ending June 30, 2018. Seconded by Commissioner Cameron, motion carried. A voice vote was unanimous

FINANCE

4. Consider approval of a resolution to adopt the third supplemental budget for fiscal year 2014-15 **(TO BE ACTED ON FOLLOWING PUBLIC HEARING)**. – Jeff White, Rich Minaker

Report and motion under public hearing.

Commissioner Carlson recessed the meeting at 9:24 a.m.
Commissioner Carlson reconvened the meeting at 9:30 a.m.

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

Video Time (00:25:41)

FINANCE

A. Public hearing to consider adopting the third supplemental budget for fiscal year 2014-15 **(TO BE ACTED ON FOLLOWING PUBLIC HEARING)**. – Jeff White, Rich Minaker

Summary of presentation:

- Oregon Revised Statutes requires that increases to appropriation authority from the original adopted budget must be adopted by governing body;
- Changes to original adopted budget for expenditures that exceed 10 percent for each fund must be published in a local newspaper;
- Notice of this supplemental budget published in Statesman Journal newspaper in accordance with statutory requirements;
- Details of third supplemental budget were reviewed with the board at Management Update on March 16;

- Third supplemental budget of fiscal year 2014-15 decreases the total budget by \$8,155,521 to 373,597,495; and
- Highlights of the supplemental budget attached. (Attachment B)

Board discussion:

- Opportunity for the county to adjust the budget to fit the changing expenditures;
- Resolution authorizes the specific amendments to the budget to be adopted on March 25, 2015, for the fiscal year beginning July 1, 2014 and ending June 30, 2015.


MOTION: Commissioner Cameron moved to close the public hearing and adopt the third supplemental budget for fiscal year 2014-15. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.


Commissioner Carlson read the weekly calendar.

Commissioner Carlson adjourned the meeting at 9:55 a.m.

Attachments: (A) 2014-15 Third Supplemental Budget Presentation Notes


CHAIR


COMMISSIONER


COMMISSIONER

Board Sessions can be viewed on-line at <http://www.youtube.com/watch?v=VYF8Y6U7178>.

Attachment (A) 3rd
Supplemental budget
for 2014-15

Board Session Presentation Notes
March 25, 2015

I'm here to present the 3rd Supplemental Budget request for the Marion County FY 2014-15 budget. Oregon Revised Statutes requires that increases to appropriation authority from the original adopted budget must be adopted by the governing body. In addition, any changes to the original adopted budget for expenditures that exceed 10% for each fund must be published in a local newspaper and a public hearing must be held to allow for public input on the proposed changes to the budget. Public notice of this supplemental budget was published in the Statesman Journal newspaper in accordance with statutory requirements.

Details of the third supplemental budget were reviewed with the Board of Commissioners at Management Update on March 16. The third supplemental budget of fiscal year 2014-15 decreases the total budget by **\$8,155,521** to \$373,597,495. This supplemental has primarily minor budget increases and two major budget decreases.

I will discuss **highlights** of the supplemental budget. I will state all amounts to the nearest thousand dollars.

The General Fund total budget will increase \$9,000, which is a net of changes in two departments and the non-departmental part of the fund.

The Community Services Department budget will receive an additional \$34,000 in General Fund Transfers. This is allocated to Materials and Services to cover \$28,000 for a an OSU Extension Services rental lease at a new location and \$6,000 for other supporting costs.

The Sheriff's Office General Fund budget will **decrease** \$46,000. Other Revenues will increase \$3,000 from recycling brass bullet casings. This revenue is allocated to Materials and Services in Supplies for replacement ammunition purchases. General Fund Transfers will **decrease** \$49,000. This is achieved through a like decrease in Materials and Services in Rentals for fleet leases due to a reduction in charges. The reduction in General Fund Transfers will free up funds that can be utilized in the General Fund Non-Departmental budget to transfer \$44,000 funds to the Fleet Management Fund.

General Fund Non-Departmental budget will increase \$21,000. \$16,000 is the result of a reduction in transfers to General Fund departments, and \$5,000 is from a transfer from the Children and Families Fund for the purpose of reallocation to the Community Services Department General Fund. Contingency is reduced \$79,000. These funds along with the additional revenue total \$100,000 which is allocated to Transfers Out: (1) \$44,000 to the Fleet Management Fund for a pickup truck for Sheriff forest patrol services; (2) \$40,000 to the Capital Improvement Projects Fund for a Juvenile Detention Center interior wall painting project; (3) \$15,000 to the Juvenile Grants Fund for contracted services for technical assistance to develop a model for intensive in-home services for youth in the juvenile justice system ; and (4) \$1,000 to the Non-Departmental Grants Fund to balance and close out the Striking Out Meth project.

The **Capital Improvement Projects Fund** budget will increase \$42,000 from Transfers In from the General Fund (\$40,000) and the Public Works Fund (\$2,000). The \$40,000 is allocated to a project at the Juvenile Detention Center for interior painting; \$2,000 is allocated to a Sheriff's Office repeater station channel 3 improvement project.

The **Children and Families Fund** budget will increase \$36,000. The increase is made up of an additional \$12,000 in Intergovernmental State Health Families Program grant funds and \$24,000 increase in Other Revenues donations. The state funds are allocated to Personnel Services to cover portions of two staff salaries. The donation funds are allocated to Materials and Services for Contracted Services for community resource database system work (\$10,000) and Miscellaneous meetings (\$1,000) and special programs for reentry client needs and services (\$13,000).

The **Facility Renovation Fund** budget will **decrease** \$5,000,000 in Financing Proceeds revenue as further financing for projects is not needed at this time. Capital Outlay is reduced by \$9,495,000 as this funding is not required for current year expenditures plans. Ending Fund Balance is increased by \$4,495,000 and will be carried forward to next fiscal year to continue major projects.

The **Fleet Management Fund** budget will increase \$44,000 from a General Fund Transfer and the funds are allocated to Capital Outlay to purchase a truck for the Sheriff's Office forest patrol. In addition, Contingency is reduced by \$7,500 and the funds are re-allocated to Capital Outlay for outfitting costs of a Public Works flagger truck.

The **Health Fund** budget will **decrease** \$3,345,000. This almost entirely due to a decrease in Intergovernmental Local revenue from the Mid-Valley Behavioral Care Network ("BCN"). Management and oversight of the mental health outpatient provider panel contracts have been transferred from the Health Department to the BCN. Therefore, there is a like decrease in Materials and Services Contracted Services.

p.27 The **Public Works Fund** budget will increase \$28,000 with receipt of Intergovernmental Federal revenue for a Homeland Security Grants. The funds will be allocated to Materials and Services Supplies (\$19,000 for field supplies) and Materials (\$6,000 computer software related).

In addition, there are major shifts between categories:

Contingency is reduced \$195,000.

Materials and Services Contracted Services is increased \$100,000 for thermo-plastic striping (this is a reclassification from Capital Outlay as the type of expense.

One Capital Outlay item is reduced \$100,000 (thermo-plastic striping move to M&S)

Other Capital Outlays are increased \$194,000:

- (1) \$150,000 is for two additional air conditioning units in building #1 on the Public Works campus;
- (2) \$14,000 is for an emergency management rapid deployment truck
- (3) \$17,000 is for an air compressor for the striping truck
- (4) \$13,000 is for additional outfitting for a dump trailer and a dump truck