



Management Update summary Minutes

OREGON

February 21, 2023. 9:30 AM

Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:

Commissioners Danielle Bethell, Colm Willis, and Kevin Cameron; Jan Fritz, Matt Lawyer, Jon Heynen, Alvin Klausen, Shawnnell Fuentes, Brian Nicholas, Katrina Griffith, Susan McLaughlin, Jane Vetto, Thomas Kissinger, Brian May, Justine Flora, Tamara Goettsch, Chad Ball, Jeff White, Chris Eppley, Sherry Lintner, Adam Franco, Kellie Weese, Lari Rupp, Ryan Matthews, Lani Radtke, John Kubasak, Daniel Adatto, Zivile Sliosoraite, and Scott Norris.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

Legislative Update:

-Alvin Klausen

Summary of presentation:

- HB 3201 – Requires Oregon Business Development Department to provide financial assistance to support broadband access affordability and adoption;
 - Sent letter of support;
- Working with Representatives Andrea Salinas and Lori Chavez-DeRemer on a letter of support for Covanta and the bridge infrastructure monies; and
 - Will ask them to call and send letters of support to the Department of Transportation.

Board Direction:

- Alvin Klausen will send an email to the Board of Commissioners (BOC) regarding the conflict with the bridge infrastructure.

Butteville Road Maintenance Transfer

-Brian Nicholas

Summary of presentation:

- Sent an email to the BOC with an update on things the development;
- Recommends beginning a jurisdictional transfer process using an Intergovernmental Agreement (IGA) and;
- Work with legal, Scott Derickson (Woodburn City Manager) and Commissioner Willis.

Board Direction:

- Brian Nicholas to having a meeting with Commissioner Willis and;
- The BOC is good with proceeding.

Consider re-appointment of Judy Skinner to Solid Waste Representative to the Solid Waste Management Advisory Council (SWMAC)

-Brian May

Summary of presentation:

- Judy Skinner has served on SWMAC for the last twenty years, her term ends December 31st, 2022. She is seeking reappointment;
- Very active on the education and outreach component of waste reduction and;
- Went through the new protocols and advertised the position. Have 4 current open at-large positions.

Board Direction:

- The BOC agrees with reappointment.

Update on Auburn Park Conversion Project – Caster Property

-Thomas Kissinger

Summary of presentation:

- In 2018 Marion County sold Auburn Park to Salem-Keizer School District.
 - Sold at \$360,000;
- Park was purchased using Land and Water Conservation Funds, about \$8,000. Property becomes encumbered in the federal portfolio of park land. Need to do a section 6F conversion.
- Currently seeking replacement property. There are two conditions;
 - Appraised value - land must appraise for more than \$360,000;
 - Recreational value - must have equal or greater value to what we sold;
- Castor Family in Scotts Mills has 6.03 acres directly adjacent to Scotts Mills County Park. The park would expand allowing new access to the river and trails;
- Land appraised by Powell-Banz for \$391,000;
- Received offer from Castor family of \$450,000;
- Castor Family knows that the County has \$360,000 in cash and the remaining value of the land would be a donation to Marion County parks;
- This sale would satisfy the conditions of the conversion; and
- Spoke to State Parks and National Parks. All parties involved think this would be a good solution.

Board Direction:

- The BOC fine with proceeding with project;
- Will prepare purchase and sale agreement and;
- Commissioner Bethell would like to be part of any information shared with Scotts Mills City council

Community Environmental Scan Request for Proposal (RFP)

-Katrina Griffith, Susan McLauchlin

Summary of presentation:

- Requirements for Public Health modernization dollars;
- One of the priorities of the legislature is environmental health and resilience to the Environmental Health Hazards and Threats (EHHT);
- The funds have a requirement of completing an assessment;
- Focusing on the gaps for communities dealing with bad air quality;
 - Will also focus on - vector borne and other communicable diseases;
- RFP includes Polk County to work through some modernization efforts. The assessment is for both counties;

- Action resulting from the assessment needs to be separate. Each county would develop their own plans;
- Will do an environmental scan – looking at what is out in the community, who is working in what space, what policies exist, and how to help the already existing groups; and
- The first part is the assessment. The second part is the plan.

Board Direction:

- Manage it in a way that reflects the County’s guidelines; and
- The BOC is ok with proceeding with scan.

Proposed Revisions to Policy 505 and Procedures 505-A, Injured Worker

-Justine Flora

Summary of presentation:

- Policy originally adopted in 1991, revised in 2008. Procedure 505-A was adopted in 2005 and last revised in 2012;
- Updates involving format, structure and changing of language;
 - Major update moving the procedural language out of the policy and into the procedure;
- The purpose of the policy is to focus on the rehabilitation of the workers injured on assigned duties and to return them to work as soon as medically appropriate;
- Risk management recommends and the BOC approves any changes;
- Union will have to look over the changes before getting to Board Session; and
- Will be reformatting forms to be easier to fill out in the future.

Board Direction:

- Clean up the titling of the sections to make it clear of what is needed
- 505-A section 1.5 correct spelling; and
- Ok to proceed with changes.

Consumer’s Power Inc. (CPI) Letter of Support for Department of Energy Grid Resilience and Innovation Partnerships Grant

-Chris Eppley

Summary of presentation:

- CPI is the electrical company that serves a large area of the canyon;
- 90% of their infrastructure was damaged or destroyed by the wildfires;
- Received Public Assistance from Federal Emergency Management Agency (FEMA) to replace their infrastructure and do a mitigation project for future disasters;
- FEMA will not pay for the 10% that was not damaged during the fire;
- Looking for funding for undergrounding the remaining 10%,
 - May charge residents but would rather not. Would be \$10,000 per connection;
- Grant from the Department of Energy. Partnered with a Co-op in Colorado called Holy Cross Energy. Looking for letter of support to attach to application; and
- The application is due Friday.

Board Direction:

- Correct letter to include the Lionshead wildfire;
- Alvin Klausen to look at letter;
- Chris Eppley to contact CPI – see if there letters from the legislative delegation;
- Find out when they will receive word of the funding;
- Add to letter the number of homes that will lose power; and
- The BOC is good to proceed with letter of support.

Detroit Marinas – Proposed Reimbursement for Sediment Characterization through Business Oregon Brownsfield Redevelopment Fund

-Lari Rupp, Kelli Weese

Summary of presentation:

- Proposed excavation of the two commercial marinas at Detroit Lake Reservoir;
- Currently in phase one - Disposal Analysis;
- Developing 3 alternatives and selecting a preferred alternative;
- Received authorization from the BOC for amendment 1 – contract \$85,777;
 - Informed by Arthur Chaput - Business Oregon, the Brownsfield Redevelopment Fund may be used to reimburse amendment one;
- Met with Karen Homolac (Business Oregon), Mary Camarata (Department of Environmental Quality) – there is potential reimbursement;
 - Reimbursement of \$85,777. \$2,000 needed for the grant application;
- Need to submit the application, sampling plan, final report and an expense reimbursement;
- Department of Environmental Quality (DEQ) is part of the process; and
- Will not slow down the process.

Board Direction:

- The BOC is good to proceed.

Emergent Economic Opportunity Program (EEOP)

-Kelli Weese

Summary of presentation:

- Made the two amendments that were discussed in December;
 - Bring the program back to invitation only;
 - Add a reference to (Oregon Revised Statutes) ORS 285B.410;
- Board Session – March 1st; and
- Reviewed by Marion County’s legal and finance teams. Both approved.

Board Direction:

- The BOC good to proceed.

FY 22-23 Second Supplemental Budget

- Jeff White, Daniel Adatto

Summary of presentation:

- Adjusting total budget of 2nd supplemental by \$210,483.
 - Brings amended budget to \$715,693,173;
- Adding two full time equivalent (FTE);
- Modifying 12 funds;
- Central Services Fund;
 - Expense for IT department – personnel services decreasing by \$439,854;
 - Reallocated to Materials and Services for contracted staffing;
- General Fund;
 - Resources – Sheriff’s Office, \$210,000 increase in intergovernmental federal for the State Criminal Alien Assistance (SCAAP) grant award;
 - Requirements - Sheriff’s Office, \$70,000. New Management Analyst position, Program Coordinator 2 position.
 - Materials and Services - Sheriff’s Office, \$3,000 for startup costs of the Management Analyst.
 - Capital Outlay – Sheriff’s Office, \$25,000 for replacement of kitchen equipment at the jail.

- Non-Departmental – Transfer out \$128,000 to Finance Department;
 - To balance out, putting the remainder in ending fund balance;
- Central Services Fund;
 - \$128,000 transferred from General Fund to the Finance Department;
 - Personnel costs, \$40,000. Retiring staff member, bringing in help;
 - Materials and Services – \$25,000, new software requirements, Governmental Accounting Standing Board (GASB 96);
 - Contractual Services – \$42,000 - armor car, advisor fees for investments, and increasing banking;
 - Contractual Assistance - \$21,000, help with workload. Contact compliance related to American Rescue Plan Act ARPA;
- Health and Human Services Fund;
 - \$1.1 million reduction in intergovernmental federal;
 - Covid-19 Epidemiology and Laboratory Capacity funds reconciling with Oregon Health Authority contract amount;
 - \$560,000 increasing in settlements related to the national opioid crisis;
 - \$710,000 reduction due to vacancies. Putting most into furniture for the new Public Health Building;
- Juvenile Department;
 - \$4,000. Purchasing a car from Public Works Fleet;
- Public Works Fund;
 - \$8,000 increase. Charging the Sheriff's Office for the Crosby Radio Site;
 - \$16,500 in Capital Outlay for new power supply retrofit on building 4;
 - \$22,700 for office upgrade;
 - \$806,000 for roof replacement;
- Fleet Management Fund;
 - \$4,000 incoming from Juvenile Department;
- Parks Fund;
 - \$8,000, buying a new trailer;
- Environmental services;
 - Materials and Services - \$100,000 for property clean up on Abiqua Road;
- Sheriff's Office – Community Corrections Fund;
 - New FTE – Community Restoration Mentor. Funded by agreement with Health and Human Services;
 - \$45,000 in resources. Intergovernmental state for Justice Reinvestment Initiative Funds (JRI) and measure 57 funds from the Department of Corrections;
 - Requirements – adding personnel cost to cover the new position;
 - Materials and Services – increasing consulting budget and GPS monitoring;
- Sheriffs Grants Fund;
 - \$52,000 decreased in intergovernmental federal;
 - Anticipated funding from Department of Justice (DOJ);
 - \$134,031 decreased in Intergovernmental State;
 - Agreement with Oregon State Hospital (OSH) ended;
 - \$95,146 increased;
 - Law enforcement services for the city of Jefferson;
 - Requirements;
 - Personnel decrease per end of the OSH contract;
 - \$52,000 decrease in federal revenue for Law Enforcement Assisted Diversion;

- Increase for funding for the City of Jefferson agreement;
 - Overtime for the Concealed Handgun License (CHL) unit;
- Materials and Services – offsetting increases for the OSH agreement ending and increases in city of Jefferson contract and CHL overtime;
- Non-Departmental Fund;
 - \$548,000 increase from American Rescue Plan Fund; and
 - From the 1st payment of Local Assistance and Tribal Consistency funding from the US treasury.

Board Direction:

- Correct spelling error on page 8; and
- Wants to know impact of measure 114 in dollars.

COMMUNICATIONS UPDATE

Jon Heynen:

Summary of presentation:

- Met with Jenni Kistler (SEDCOR) and Capital Media regarding State of the County;
 - Will livestream on Facebook;
 - Have a meeting this week on site. To make sure everything works. New location for Capital Media - Keizer Civic Center;
- Marion County Today – edited and going to Select Impressions today. Will get a date when the design proof is ready;
- Finished Isaac’s Room ad and county waste management ad;
- Finished Promotions;
 - Isaac’s Room, 1/2 a cent per person to promote;
 - County Waste Management, 1 cent per person to promote;
- This Week’s Promotions;
 - State of the County;
 - Septic grants;
- Canyon Weekly – 3 emails for 3 topics for that area;
- Agorapulse needs to go through Department Head and Elected Officials meeting;
 - Need to discuss with Jan Fritz Chief Administrative Officer (CAO) if an expanded license can be done;
- State of the County - March 8th – 69 registrants currently; and
- Received notice from Health that they sent on update on syphilis in the county.

Board Direction:

- Put up screens for the State of the County at the Keizer Civic Center;
- Go trouble shoot sound for the state of the county;
- Figure out if Allied Video can do audio;
- Get a list of topics to the BOC for State of County;
- Danielle, Kevin, and Colm – order of speeches at the State of the County;
- To have Marion County Today at the State of the County;
- Advertise State of the County to all the chambers in Marion County – to put through their newsletters;
- Canon weekly news has to do with Facebook post – do not engage before talking to Commissioner Bethell and Matt Lawyer (Policy Analyst); and
- Mill City and wildfire building and the sewer system.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

OTHER

Commissioner Bethell and Brian Nicholas – to be on the radio with Ken Cartwright - KYAC – to discuss the sewer project in the canyon; and

- Add Jon Heynen to the calendar, to do a post follow up in writing.

Brian Nicholas – Radio System – solving the initial capitalization to get everyone on the system. The yearly maintenance operation costs. Morrow and Jackson county created 190 taxing districts and that is what they want. They want other revenue/funding to pay for the service. Let them know where the County stands.

Jane Vetto (County Counsel) - SB 319 – Provides that person who contracts with public body to provide services for purposes of community restoration or to restore fitness to proceed is state officer, employee or agent for purposes of indemnification under Oregon Tort Claims Act under certain circumstances;

It is not getting a hearing and being opposed by the trail lawyers;

Counties would like to send a letter stating that they support this;

Public Body definition includes the state;

If a letter is sent it should include that a public body includes counties who are directly providing these services. Long term if there is no hearing or it does not get enacted need to discuss what the County's participation will look like in Aid and Assist;

Draft a friendly amendment in the letter and submit it to the representative. Alvin Klausen to help with letter; and

Speak to Jessica Pratt to see where the Association of Oregon Counties (AOC) is on this and if it is being engaged.

Adjourned – time: 11:03 a.m.

Minutes by: Mary Vityukova

Reviewed by: Shawnnell Fuentes