



MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Minutes

**Monday, November 19, 2018, 9:00 – 10:00 a.m.**  
Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Silverton Conference Room

## ATTENDANCE:

Commissioner Janet Carlson, Commissioner Kevin Cameron, Commissioner Sam Brentano, Jan Fritz, John Lattimer, Jane Vetto, Tamra Goettsch, Alan Haley, Tom Rohlfing, Bruce Armstrong, Tom Hogue, Danielle Gonzalez, Brandon Reich, Barb Young, Lisa Trauernicht, Jolene Kelley, Hitesh Parekh, and Joanna Ritchie as Recorder.

John Lattimer called the meeting to order at 9:00 a.m.

## INFORMATIONAL:

### **Willamette Water Reallocation Update**

- Barb Young, Tom Hogue, Bruce Armstrong, Brandon Reich

#### ***Summary of presentation:***

- Per the board's request, a work session has been scheduled for December 11, 2018, to discuss the concerns regarding the potential reallocation of water in the Willamette system, including the Santiam River;
- Provided a guest list and confirmed attendees for the board's review;
- Would like input before finalizing the agenda for the meeting;
- If the board would like to send a comment letter to Metro regarding the expansion of their Urban Growth Boundary (UGB), it would need to be received prior to December 6, 2018:
  - Concern with UGB expansion and impact it has on county's current water rights and storage.
- The work session agenda includes:
  - A recap of issues the county is concerned about;
  - Presentation by Army Corps of Engineers on the reallocation project;
  - Discuss concerns from group; and
  - Next steps.
- Ms. Young attended a meeting with Congressman Schrader's office on November 5, 2018:
  - Many stakeholders in attendance; and
  - It is hard to tell where the agricultural community stands.
- The goal of the work session is to figure out if and how the county wants to invest resources on this topic;
- The agenda will be sent to the meeting participants once it is finalized; and

- Focus of the comment letter was on county's water issues and options for other water sources that Metro could use.

***Board discussion:***

- Commissioner Carlson stated she will not be available to attend the meeting, change to Commissioner Cameron on the agenda;
- The commissioners inquired if this was going to be adopted as a federal agenda item;
- Ms. Young has spoken with CFM to add this topic to the agenda and believes that after the work session the county will have a better understanding on how to move forward;
- Ms. Young suggested that the county should also pursue the matter on a local level;
- This will most likely become a water rights issue;
- The board wanted staff to clarify some of the language in the proposed letter because it was confusing;
- Metro has purchased junior water rights from the City of Salem;
- The board directed Ms. Young to revise the comment letter to Metro;
- Federal delegation staff will be attending the work session; and
- The board stated there may be a need to investigate the acquisition of additional water rights:
  - There may be idle water rights available;
  - Look at rights particularly in Detroit and Santiam; and
  - The board directed Ms. Vetto to work with public works staff on this topic.

**Discuss Wilsonville City Council Public Hearing on Proposed Aurora Airport Expansion – Letter for Public Comment**

- Commissioner Cameron, Barb Young

***Summary of presentation:***

- Received notice that the Wilsonville City Council is holding a public hearing on the proposed Aurora Airport Expansion;
- Proposing the county send a comment letter to have something on the record;
- Ms. Young stated the letter included in the packet for submission is basically the letter sent to the legislature with a couple of changes; and
- Mr. Hogue suggested that the letter should be addressed to the Emergency Board and a copy should be sent to the City of Wilsonville.

***Board discussion:***

- The county does not have jurisdiction in the City of Wilsonville;
- Discussed proposed changes to the letter; and
- The board directed Ms. Young to revise the letter, address it to Senator Betsy Johnson, and send a copy to the Emergency Board and the City of Wilsonville.

## **2020 Census County Committee for Marion County Discussion**

- Jolene Kelley, Lisa Trauernicht, Hitesh Parekh

### ***Summary of presentation:***

- Would like direction on if the county should partner with the City of Salem to form a core organizing team to develop a 2020 Census committee;
- Every 10 years the U.S. Census Bureau attempts to count every citizen in Marion County;
- Essential to get a complete count:
  - Data determines the number of seats each state has in the U.S. House of Representatives; and
  - It is used to distribute billions of dollars in federal funds to local communities.
- Some populations are harder to count than others:
  - Individuals 18 to 24 years;
  - Single parent households;
  - Low income, lower educated households; and
  - Minorities.
- There is a question on the census regarding citizenship for the first time since 1950;
- The purpose of the committee is to coordinate responses and outreach to the community;
- The issue brief outlines the details of the committee and the action tasks that will follow if the board directs staff to partner with the City of Salem;
- If directed to partner with the City of Salem next steps include:
  - Meeting with City of Salem staff to identify stakeholders;
  - Determine action plan; and
  - Bring information back to board.
- The State of Oregon will also have their own committee; and
- Staff recommends partnering with the City of Salem to form a census committee.

### ***Board discussion:***

- Question on citizenship is being heard by the U.S. Supreme Court on February 19, 2019;
- This was done about 10 years ago, nothing has changed since;
- Need to be efficient in process;
- The case before the court is regarding whether or not to include the question on citizenship:
  - May be a deterrent for responding;
  - If question is allowed stakeholders would need to get citizens to trust the process; and
  - Important to get as many people to respond as possible.
- The committee would include Hitesh Parekh, Lisa Trauernicht, and Jolene Kelley;
- Good to get all 20 cities involved;
- Portland State has a document on their website that talks about complete count committees and provides guidance; and

- The board directed the group to move forward in forming the committee with the City of Salem and provide periodic updates.

### **Review New Administrative Policy on Legislative Advocacy**

- Barb Young, Lisa Trauernicht

#### ***Summary of presentation:***

- The county has unofficial guidelines on advocacy and this policy formalizes that;
- Want to make sure there is communication with the board on all legislative and congressional matters received by county departments, and that the county speaks with one voice;
- There are many new department heads and division managers in the county; it is a good time to introduce the policy so that they know there is a process;
- Ms. Young is listed as the point of contact in the procedures;
- The Chief Administrative Officer, Deputy Chief Administrative Officer, and department heads are authorized to decide who can provide testimony;
- Section 1.2.1 allows commissioners to write letters on their own behalf and not from the entire board;
- Sometimes county staff are involved in issues outside the county's scope:
  - Policy addresses how employees can provide testimony on own personal behalf.
- Elected officials are also asked to abide by the policy.

#### ***Board discussion:***

- The commissioners wanted to know how the policy would apply to an elected official who wanted to provide testimony on their personal behalf;
- Ms. Young stated the person would just identify that they are there on their personal behalf and not in their official capacity:
  - Make sure it is clearly articulated in the procedures; and
  - Include in written testimony, not just verbal.
- Under definitions section on page 2 for Policy Issues, change to "any topic" and take out the examples;
- Under Section 1.9.1, some organizations adopt their positions every year or issues alter from when a position was taken:
  - This needs to be reevaluated regularly;
  - Usually applies to specific legislation; and
  - Should narrow it down significantly.
- Clarification language under procedures regarding the five day turnaround;
- It is important to have written policies;
- The commissioners wanted to know what a non-policy issue would be:
  - Ms. Young stated it is more technical or administrative in nature.
- Procedures clearly outline steps regarding testimony; and
- Ms. Young will make the recommended changes to the policy and procedure and bring the item back to the board for review.

## COMMISSIONERS' COMMITTEE ASSIGNMENTS AND UPDATE:

Sam Brentano:

- Attended the Council of Forest Trust Lands Counties Annual Meeting:
  - Money comes into the county and is distributed according to ORS Chapter 530, based on a percentage of the districts and Marion County receives 18%;
  - The revenue is based on sales and actual cutting of timber in the county:
    - This is different than O&C because there is no pool, it is not based on a percentage of the total cut, it is actually what timber is cut in Marion County.
  - There has been a variation annually in the money the county receives:
    - Typically about \$1 million;
    - Last year it was \$2.7 million dollars; and
    - The amount for 2018 is \$1.145 million dollars.
  - The future looks good;
  - For 2019 revenue is projected at \$4.896 million dollars, which is roughly four or five times higher than normal; and
  - Will Tucker from Linn County was elected as the council's representative.

Janet Carlson:

- Attended Association of Oregon Counties annual meeting:
  - Attended Association of Oregon Community Mental Health Programs (OCHMP);
  - On the panel of Past Presidents; and
  - Attended the business meeting.
- Attended the Fair Board Retreat:
  - Elections held for officers.

Kevin Cameron:

- Attended Jobs Council; and
- Keizer Breakfast:
  - In-N-Out is coming.

## OTHER:

### **CCTV Property Purchase**

- Alan Haley, Public Works Director

### ***Summary of presentation:***

- Mr. Haley is seeking board approval to finalize the purchase of the east portion of CCTV's property;
- The CRC (Mid-Willamette Valley Cable Regulatory Commission) authorized the purchase of the property;
- As the Cable Officer for the county he negotiated the purchase price with the current owner:
  - \$395,000 purchase price; and
  - It is within CRC's current budget.
- The city approved the purchase on October 22, 2018;

- The final missing piece is to have the board approve the purchase;
- The purchase agreement is between the city and the seller;
- The deed will reflect the county and the city in the same proportion as the franchise fees are being paid;
- The city moved ahead;
- Did not get an agreement or board authorization to proceed because CRC had approved the purchase:
  - Would normally come before the board for approval.
- The purchase is moving forward; and
- Would like formal approval from the board.

***Board discussion:***

- The commissioners wanted to know if the item could be added to the agenda for Wednesday's board session; and
- The board directed Mr. Haley to work with legal counsel to add the item along with a board order on the consent agenda for Wednesday.

Meeting adjourned at 10:00 a.m.

COMPLETED BY: **Joanna Ritchie**  
*Reviewed by: Cindy Johnson*