

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, February 7, 2018  
9:00 a.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97305

**PRESENT:** Commissioner Janet Carlson and Commissioner Sam Brentano. Also present were Bruce Armstrong as county counsel, John Lattimer as chief administrative officer, and Kristy Witherell as recorder.

**ABSENT:** Commissioner Kevin Cameron

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

**PUBLIC COMMENT**

None.

**CONSENT**

*(Video Time 00:01:06)*

BUSINESS SERVICES

Approve the following recommendations:

- Establish and adopt two classifications; Budget and Grants Manager, and Deputy District Attorney 4;
- Uphold pay grade for classification #197, Community Corrections Educator;
- Adjust pay grade for three classifications; #115 Onsite Wastewater Specialist 1, #117 Onsite Wastewater Specialist 2, and #409 Environmental Specialist.

HEALTH

Approve Amendment #2 to the Contract for Services with Christian Community Placement Center to add \$135,000 for the Youth and Family Crisis Program and respite beds in an authorized foster home.

PUBLIC WORKS

Schedule a final consideration for February 14, 2018 to adopt an administrative ordinance granting Zone Change #17-005/North Lancaster Business Park, Inc., Clerk's file #5738.

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

## ACTION

(Video Time 00:02:52)

### BUSINESS SERVICES

1. Consider executing a Property Boundary Verification for Building Permit that redefines the property boundaries to allow for a common sewer system at the 3500-4000 block of Aumsville Highway SE, Salem for building permit purposes. – Colleen Coons-Chaffins, Kevin Burton, Bruce Armstrong

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

- The new Sheriff's Office central district office building and parole and probation building is being constructed on two parcels;
- To connect to the sewer system, the sewer connection crosses the property line;
- Because the properties are in Salem, Marion County has submitted applications with the city for building permits;
- The permitting process dealt with the sewer aspect;
- Because the sewer line crosses the property lines, the city required a Property Boundary Verification form;
- Doesn't change the property lines for all purposes; and
- The city has asked for the county to act on executing the Property Boundary Verification and file it with the Clerk's Office.

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

- Update on the new building:
  - The wood framing is complete on the new building;
  - The interior metal stud framing is wrapping up;
  - The mechanical, electrical, and plumbing are well underway;
  - The roof is being installed right now;
  - Everything seems to be on track;
  - Exterior weather seal is being installed;
  - Progressing very well; and
  - No issues with the project.

**MOTION:** Commissioner Brentano moved to execute a Property Boundary Verification for Building Permit that redefines the property boundaries to allow for a common sewer system at the 3500-4000 block of Aumsville Highway SE, Salem for building permit purposes. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

### FINANCE

2. Consider approval of a resolution adopting the Fiscal Year 2017-18 second supplemental budget. **(TO BE ACTED ON FOLLOWING THE PUBLIC HEARING)** – Debbie Gregg

The commissioners convened at 9:08 a.m.  
The commissioners reconvened at 9:30 a.m.

## PUBLIC HEARINGS 9:30 A.M.

*(Video Time 00:09:16)*

### FINANCE

A. Public hearing to consider adopting the second supplemental budget for fiscal year 2017-18. –  
Jeff White, Debbie Gregg

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

- A public notice was published in the Statesman Journal last Thursday;
- Supplemental budget request has been available for review not only on the county website, but also in the Board of Commissioners Office;
- The supplemental request was reviewed in detail during the February 5<sup>th</sup> Management Update Meeting;
- 16 funds have been modified in total;
- Six funds have increased;
- Several funds were modified due to collective bargaining negotiations with not only Marion County Law Enforcement Association (MCLEA), but also the Federation of Oregon Parole and Probation Officers (FOPPO):
  - Affected the General Fund for \$557,000;
  - Inmate Welfare Fund for \$9,000;
  - The Sheriff's Grant Fund for \$8,000;
  - Traffic Safety Team Fund for \$30,000;
  - Community Corrections Fund for \$156,000; and
  - Most of the costs were covered by offsetting reductions in either contingency or materials and services.
- The Capital Improvement Project Fund had an increase for \$185,000 due to increases in the public safety building furnishings;
- Facility Renovation Fund had an increase for the HVAC transition center project of \$233,000, but it is being covered by contingency;
- The Health Fund increased by \$705,000 due to intergovernmental state agreements:
  - Covers various public health grants;
  - HIV outreach; and
  - Rental Assistance Programs.
- The Non-Departmental Grants Fund increased by \$163,000 due to the new Marion County Veterans Services Program that is being funded through the Oregon Department of Veterans Affairs; and
- Public Works Fund increased by \$131,000 for various ongoing capital projects.


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

- Went through the supplemental budget in detail at Management Update;
- The detailed sheet is available online; and
- Ms. Gregg is doing a great job and her hard work is greatly appreciated.

**MOTION:** Commissioner Brentano moved to close the public hearing and adopt the second supplemental budget for fiscal year 2017-18. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

Commissioner Carlson read the calendar.

Commissioner Carlson adjourned the meeting at 9:41 a.m.

  
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CHAIR

Not Present At Meeting

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COMMISSIONER

  
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COMMISSIONER

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