

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, October 21, 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 Kristy Witherell as recorder.

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

PUBLIC COMMENT

PRESENTATIONS

(Video Time 00:01:06)

Oregon Garden Foundation Quarterly Report – Mark Hunter

Summary of Presentation:

- Development Director position will be full time beginning November 1, 2015;
- Capital improvement funding will pay for the roof to get repaired on the educational building;
- Mr. Hunter met with a member last week who committed to a large gift to the garden;
- In process of redesigning and rebuilding a volunteer resource and development committee;
- Launching a six month strategic planning process; and
- Excited about creating a behind-the-scenes tour:
 - Opportunity to get people involved with donations and fundraising.

Board Discussion:

- The Oregon Garden now has a true development function in place;
- Appreciates the Oregon Garden reaching out to the Oregon Association of Nurseries (OAN) to recruit one of their board members to participate in strategic planning;
- Hopeful that OAN will have a more active role with the Oregon Garden and the foundation; and
- The whole state should be involved with the garden.

Travel Salem Quarterly Report – Irene Bernards

Summary of Presentation:

- Travel Salem is signing an agreement with Amtrak and Grayline of Portland to bring bookable wine tours and an Oregon Garden tour to our area:
 - Amtrak will be marketing it through their travel agents:

- OnTrak Magazine;
 - Grayline, through their travel agents; and
 - Travel Salem.
- Offering a Friday, Saturday and Sunday tours:
 - Friday will be a wine tour;
 - Saturday will be an Oregon Garden and Silver Falls tour; and
 - Sunday will be another wine tour.
- Will offer tours three days a week, May through October;
- Grayline is committing \$30,000 to run the tours; and
- Travel Salem has guaranteed Grayline two years of marketing support.
- Working closely with Santiam River Canyon:
 - Second on the list to receive a Tourism Studio Light.
- Recreation sports marketing has been successful:
 - In the first quarter, United States Tennis Association has been booked;
 - Booked U.S. Quiddich Association; and
 - Meeting with Olympic Trials Committee to host speed walking.
- Working on tourism ideas for the solar eclipse happening August 21, 2017:
 - Salem is expecting between 20,000 – 50,000 people to come watch the eclipse; and
 - Some hotels in Salem are booked for the event.

Board Discussion:

- Some people may be interested in both Friday and Sunday's wine tour;
- Tying in Oregon Garden and Silver Falls tour a wonderful opportunity;
- Commissioner Carlson thanked Travel Salem for the Big Toy publicity; and
- Suggested partnering with the Marion County fair to showcase events.

MOTION: Commissioner Cameron moved to add Contract Review Board item to the action agenda. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

CONSENT

(Video Time 00:35:05)

BOARD OF COMMISSIONERS

OLCC APPLICATIONS – Recommend Approval

Silver Falls Vineyards, Inc. - Sublimity

BUSINESS SERVICES – HUMAN RESOURCES

Approve recommendation to adjust pay range for the Behavioral Health Nurse 1, Public Health Nurse 3 and Mental Health Nurse 2.

Approve recommendation to adjust salary range upward for Senior Policy Analyst, class code 614.

COMMUNITY SERVICES

Approve an order to appoint Allison McKenzie to the Economic Development Advisory Board for a term ending June 30, 2017.

HEALTH

Approve Contract for Services with Mid-Valley Behavioral Care Network for \$388,249 to provide rental assistance services through June 30, 2016.

Approve Amendment #1 to the Intergovernmental Agreement with the Oregon Health Authority to add \$182,187 for the Public Health Services Agreement.

PUBLIC WORKS

Approve a Grant Agreement with Oregon Military Department for \$185,004 to provide funding for the Emergency Management Program.

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

ACTION

(Video Time 00:37:00)

PUBLIC WORKS

1. Consider approval of the Public Improvement Agreement with Salem Road and Driveway for \$161,681 for the City of Jefferson Bike-Pedestrian Enhancement. - Cindy Schmitt

Summary of Presentation:

- Will complete missing sidewalk adjacent the school;
- Combined with other funds from the county, the road will be repaved and restriped to make a bicycle lane;
- When the project was advertised, two bidders responded;
- The State of Oregon gave \$6,000 to help cover costs;
- With board approval, will be able to issue notice to proceed; and
- The work will be done during winter months.

Board Discussion:

- Commissioner Brentano asked for clarification of where the road is in Jefferson:
 - Ms. Schmitt stated that Jefferson-Marion Road turns into North Avenue at Cemetery Hill Road.
- Commissioner Brentano is happy that Marion County is working on road improvements in Jefferson;
- Commissioner Carlson asked for more information on Albany Metropolitan Planning Organization (MPO) funding for the project:
 - Ms. Schmitt stated that with the last census, a section of Jefferson was considered urbanized enough to become part of Albany metropolitan area:

- As a result, the projects in the area are eligible for funds through the organization;
 - The Albany area MPO computed that roughly \$31,000 a year would have been coming to the county or city toward projects or roadwork;
 - Albany MPO dedicated two years and \$62,000 in federal funds toward the project; and
 - Marion County opted to exchange the federal funds at 90 percent on the dollar for state funds which would allow doing a more cost effective project.
- Commissioner Cameron stated that it's good to see improvements to bike lanes in Marion County.

MOTION: Commissioner Brentano moved approval of the Public Improvement Agreement with Salem Road and Driveway for \$161,681 for the City of Jefferson Bike-Pedestrian Enhancement. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

Recessed as Board of Commissioners
Reconvened as Contract Review Board

CONTRACT REVIEW BOARD

2. Consider approval of a waiver of minor informalities on response received from a Request for Proposals (RFP). – Colleen Coons-Chaffins, Camber Schlag

Summary of Presentation:

- Business Services issued a Request for Proposals (RFP) for contractor services for the health services building on September 3, 2015;
- The RFP closed on October 16, 2015;
- Five proposals were received and four were complete;
- One was received which was missing a signed copy of Attachment B which is the non-disclosure form;
 - Indicates if the company has trade secrets; or
 - Proprietary information.
- Camber requested the company send a copy of the non-disclosure form.

MOTION: Commissioner Cameron moved approval of a waiver of minor informalities on response received from a Request for Proposals (RFP). Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

Adjourned as Contract Review Board
Reconvened as Board of Commissioners


PUBLIC HEARINGS


9:30 A.M.

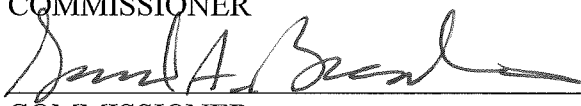
None.

Commissioner Carlson read the weekly calendar.

Commissioner Carlson adjourned the meeting at 10:05 a.m.


CHAIR


COMMISSIONER


COMMISSIONER

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

