

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, January 15, 2020
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Colm Willis, Commissioner Sam Brentano, and Commissioner Kevin Cameron. Also present were Jan Fritz, chief administrative officer, Jane Vetto as county counsel, and Brenda Koenig as recorder.

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

PUBLIC COMMENT

None.

PRESENTATION

(Video Time 00:01:01)

Santa Central Holiday Wishes 2019 Program results. –Stacy Vrooman and Mandy Augsburger, President of the Marion-Polk Foster Care Association

Summary of presentation:

Stacy Vrooman

- Ms. Vrooman praised county employees for their support of the program;
- This year the program was able to provide diapers, hygiene items, and a family night out, in addition to the wishes;
- An entire SUV was filled with diaper and hygiene items;
- There were several fundraisers:
 - Xbox fundraiser;
 - Public Works silent auction;
 - Dessert auction; and
 - Over \$3,000 was raised.
- In combination with the donation from Northern Lights, able to purchase a family night out:
 - Movie tickets;
 - Dairy Queen gift certificate; and
 - Gift card for concessions.
- There were a total of 168 gifts purchased;
- In total, over \$10,000 was donated to foster kids in the community;
- Ms. Vrooman thanked the commissioners for their support and in making this a county sponsored event; and

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- She also thanked the department representatives, and Business Services staff members, who help manage the fundraisers and gift collections.

Ms. Augsburger

- A total of 66 foster families, and 180 foster children were served in December;
- Ms. Augsburger runs a program for youth boys throughout Oregon;
- This year five out of the 15 boys she supervises helped her sort and bag all the gifts received:
 - One of the boys said, “I hope that someday I can help other foster kids have a great Christmas like these people are doing for us.”
- She stated that people are not just providing a gift of a toy, but impacting the child’s future:
 - It helps them to realize that they are not alone;
 - That people in the community care about them; and
 - Helps them realize that they can impact another person in the future for the better.
- She thanked the commissioners for their partnership with the association.

Board discussion:

- The commissioners thanked all the volunteers and departments for all their work.

CONSENT

(Video Time 00:11:34)

FINANCE

Approve an order to sell a proposed list of Tax Foreclosed properties at a Public Auction to be held on February 25, 2020.

PUBLIC WORKS

Approve an order appointing Kaileigh Westermann-Lewis to the position of Vice-Chair for the Marion County Solid Waste Management Advisory Council with a term ending April 28, 2020.

Approve an order appointing Matt Marler to the position of Disposal Industry Representative for the Marion County Solid Waste Management Advisory Council with a term ending January 31, 2024.

Approve an order reappointing Brian Sund to the position of Citizen-at-Large, and Will Posegate to the position of Recycling Industry Representative, for the Marion County Solid Waste Management Advisory Council with terms ending January 31, 2024.

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

ACTION

(Video Time 00:12:48)

BOARD OF COMMISSIONERS

1. Consider adopting a resolution creating the Marion County Culture Committee. –Lisa Trauernicht and Jacob Clotfelter

Summary of presentation:

Lisa Trauernicht

- In 2019, the county underwent a culture assessment to evaluate organizational strengths and areas needing improvement:
 - It was determined that Marion County is a great place to work and employees embody the county's values:
 - Professionalism;
 - Customer Service;
 - Integrity; and
 - Stewardship.
- One area for improvement included forming a committee to carry out the recommendations of the assessment;
- The resolution before the board is to create the Marion County Culture Committee:
 - It will be a working and advisory group;
 - The group will create and implement an action plan based on recommendations from the report;
 - There are 37 members on the committee representing employees from different departments and job classifications; and
 - Three meetings have already been held.
- There will be work groups outside of the committee who will report back to the committee;
- Committee members are responsible to take the information back to the departments;
- Ms. Trauernicht stated that during her work on this project she has seen how dedicated employees are to the work that they do; they value their work and the impact it has on the community;
- Employees like working across departments;
- They enjoy working together on the enterprise approach to make the county a great place to work; and
- She thanked the commissioners for their support.

Jacob Clotfelter:

- Mr. Clotfelter stated that individuals making small contributions can lead to a large change;
- He wanted to take the interactions he has with other employees and be able to make them all positive; and
- That is one of the reasons he wanted to be a part of the committee.

Board discussion:

- Commissioner Cameron thanked Ms. Fritz for leading the effort in getting the committee going:
 - He enjoys going out and shadowing other departments and listening to what other employees are doing and saying;
 - He stated that employees are our number one asset; and
 - He is looking forward to receiving the feedback and seeing how they will be able to help.
- Employees can only provide good service if they are in an environment that is healthy, safe, and where they feel supported; and
- The common goal of all employees in the county is to serve the community.

Ms. Fritz:

- Ms. Fritz wanted to thank all employees;
- There was a 60 percent return rate on the survey;
- There were 17 focus groups;
- It has been truly a county wide effort; and
- Ms. Fritz thanked Ms. Trauernicht for her all her work.

MOTION: Commissioner Brentano moved to approve a resolution creating the Marion County Culture Committee. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:23:38)

COMMUNITY SERVICES

2. Consider approval of the Intergovernmental Agreement with the Mid-Willamette Valley Council of Governments in the amount of \$400,000 to assist the North Santiam Joint Sewer Task Group in administering the contract for the North Santiam Joint Sewer Master Plan and Wastewater Treatment Facilities through June 30, 2021. –Jason Schneider and Renata Wakeley, Mid-Willamette Valley Council of Governments

Summary of presentation:

- Before the board for consideration are two versions of an Intergovernmental Agreement (IGA):
 - Allows Mid-Willamette Valley Council of Governments (COG) to administer a contract on behalf of the North Santiam Joint Sewer Task Group;
 - The contract has already gone through the Request for Proposal (RFP) process;
 - The engineering study will cost \$340,000; and
 - COG would receive \$45,000 to manage the contracts.
- The first version has been in discussion for several months:
 - The assumption is that all four communities will sign into an ORS 190 IGA;
 - Three have already voted to move forward;
 - The fourth is awaiting a decision by their city council;
 - Would allow awarding an existing RFP to Keller and Associates;

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- If the cities do not choose to enter into an ORS 190, other options are available; and
- Funding is for federal fiscal year 2021, and state fiscal year 2022.
- The second version has one language change on page 2, in Section 4.B:
 - It makes the agreement conditional that all four cities enter into an ORS 190 IGA;
 - This would potentially delay both engineering and construction of any future projects; and
 - There is a risk of not being able to utilize funding opportunities at the federal and state levels.

Renata Wakeley:

- COG is an ORS 190, and the county is a member of the organization;
- The county contacted COG last summer;
- In 2019, COG administered, or assisted members in administering \$11.5 million in grants and loans:
 - Very comfortable with providing this type of service for the county.
- COG has its own public procurement process; and
- For this project, a Request for Qualifications was published in July, 2019:
 - It closed in September, 2019;
 - On September 25, 2019, the task group provided a unanimous recommendation on their preferred candidate;
 - COG started negotiations working with county staff;
 - On January 2, 2020, the task group provided their final recommendations on a draft contract and scope of work; and
 - A Notice of Intent to Award was issued, and the appeal period expired on January 13, 2020.

Board discussion:

- Ms. Vetto stated that the first version does not create any protection for the county if one of the cities does not elect to form a sewer district;
- In the second version, payments are conditioned upon the cities joining the sewer district:
 - If one city elects not to join, then a separate contract will need to be considered.
- Ms. Wakeley reiterated that the Request for Qualifications (RFQ) process has been completed:
 - The task group issued their recommendation on their preferred candidate;
 - A Notice of Intent to Award has been issued for the preferred firm; and
 - COG will not enter into an agreement with the selected contractor until there is an agreement with the county.
- The county does not want to invest any more funding unless they have the commitment from the other parties;
- If all four cities did not enter into the agreement, the board would have to decide on a new path moving forward;
- There are three distinct geographical areas:
 - Gates/Mill City;

- Lyons/Mehama;
- Idanha/Detroit;
- All three areas would have their own physical system; and
- They would all be part of the newly formed sewer district.
- Three of the cities have already voted to approve the IGA;
- COG has been working on the process since July, 2019:
 - The county executed a separate IGA with COG for the administration of the RFQ process.
- The commissioners do not want to move forward if all the cities are not on board;
- Commissioner Willis responded to Ms. Wakeley’s question regarding if the county would consider other forms of agreement instead of an ORS 190:
 - He stated that the county provided an attorney for the cities;
 - There were multiple meetings and work groups with different formation options presented; and
 - The recommendation from the cities was to proceed with the ORS 190.
- Ms. Vetto stated that the ORS 190 would form the North Santiam Sewer Authority:
 - The language could be changed to “upon formation of a sewer authority by the four cities”, or
 - “Upon execution of a binding agreement forming the North Santiam Sewer Authority to the satisfaction of the county for all four cities.”
- There are six cities listed:
 - The RFQ went out with four cities; and
 - The task group left out Lyons/Mehama for now, with the potential to opt in a later date.
- The language in Section 4.B, of version 2 of the IGA, should be changed as follows:
 - “Under the terms of this agreement, and upon execution of a binding agreement between the four cities, Gates, Idanha, Mill City, and Detroit, forming the North Santiam Sewer Authority, to Marion County’s satisfaction, County shall:”.

MOTION: Commissioner Cameron moved to approve the Intergovernmental Agreement with the Mid-Willamette Valley Council of Governments in the amount of \$400,000, to assist the North Santiam Joint Sewer Task Group in administering the contract for the North Santiam Joint Sewer Master Plan and Wastewater Treatment Facilities through June 30, 2021, with the change noted above to Section 4.B. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:43:20)

SHERIFF’S OFFICE

3. Consider approval of the incoming funds Intergovernmental Agreement with the Oregon Parks and Recreation Department in the amount of \$250,000 for the Sheriff’s Office to provide patrol services for state parks within Marion County. –Undersheriff Jeff Wood and Commander Jeff Stutrud

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Summary of presentation:

- The agreement with the Oregon Parks and Recreation Department has been in existence for the past 15 years:
 - They have a positive, collaborative relationship;
 - Initially reserves had provided service; and
 - Sworn law enforcement officers now provide professional services.
- The contract total is \$250,000:
 - Date of contract is July 1, 2019 to December 31, 2025.
- The deputies work with the rangers and the State Parks Department to provide services at the following locations:
 - Detroit State Park;
 - Silver Falls State Park;
 - North Santiam State Park; and
 - Mongold Day Use area.
- The Sheriff's Office is already actively patrolling these areas with Marine Patrol and Forest Patrol deputies:
 - Addition of services provides more visibility.
- There is a large influx of visitors in these areas in the summer months;
- Park rangers often work by themselves; and
- This is a great opportunity to work with the public in a positive way.

Board discussion:

- Sheriff's RV parking is not written into the contract;
- It is not full time coverage:
 - A schedule is provided by state parks; and
 - State police cover when county deputies are not working.
- There is a great enforcement presence between coverage from all entities.

MOTION: Commissioner Brentano moved to approve the incoming funds Intergovernmental Agreement with the Oregon Parks and Recreation Department in the amount of \$250,000 for the Sheriff's Office to provide patrol services for state parks within Marion County. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:49:33)

Recessed as Board of Commissioners.
Reconvened as Contract Review Board.

CONTRACT REVIEW BOARD

1. Consider approval of an order granting a Contract-Specific Special Procurement to contract with Greystone Tactical to provide uniforms and duty gear for uniformed public safety personnel employed by the Marion County Sheriff's Office effective February 1, 2020 through December 31, 2024. –Undersheriff Jeff Wood and Camber Schlag

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Summary of presentation:

- The Sheriff's Office issued a Request for Proposal (RFP) for uniforms and gear in the fall of 2019:
 - One response was received; and
 - A contract was awarded in December of 2019.
- Seeking a special procurement with Greystone Tactical due to the Sheriff's Office need and demand for uniforms and gear:
 - Have been working with them since July of 2018;
 - They have provided two quotes, which were the lowest received; and
 - Closed with no protests.
- The Sheriff's Office employs over 350 employees at any given time;
- All employees wear a uniform for identification no matter which division they work in; and
- The intent of the RFP process was to make multiple awards:
 - Unfortunately only one vendor responded; and
 - Having multiple vendors will be advantageous to the county and the public.

Board discussion:

- Undersheriff Wood stated that the need for the special procurement was for hard to find items as well as a general need:
 - Many items are needed to outfit an employee;
 - The cost may be lower with another vendor;
 - One vendor may not carry the item; and
 - There may be a need to quickly acquire the item.
- The special procurement is for similar items as in the contract awarded to the vendor in December of 2019 through the RFP process:
 - The RFP process was for multiple vendors;
 - Only one vendor responded who was awarded the contract;
 - There was another vendor on a cooperative contract, but they are unable to fulfill the needs of the department; and
 - Greystone has provided gear and uniforms for the Sheriff's Office for the last two years.
- The department will choose the vendor who is more cost effective.

MOTION: Commissioner Cameron moved to approve an order granting a Contract-Specific Special Procurement to contract with Greystone Tactical to provide uniforms and duty gear for uniformed public safety personnel employed by the Marion County Sheriff's Office effective February 1, 2020 through December 31, 2024. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

Recessed as Contract Review Board.

Reconvened as Board of Commissioners.

PUBLIC HEARINGS

9:30 A.M.

None.

Commissioner Cameron read the calendar.

Commissioner Willis adjourned the meeting at 10:06 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

Board Sessions can be viewed on-line at

<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>