

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, November 9, 2022

10:30 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Danielle Bethell, Commissioner Colm Willis, and Commissioner Kevin Cameron. Also present were Jan Fritz, chief administrative officer, Joe Miller as county counsel, and Brenda Koenig as recorder.

Commissioner Bethell called the meeting to order at 10:30 a.m.

***** An error was discovered while processing the minutes. It was stated on the record that the start of the meeting was 9:00 a.m. The meeting was noticed for 10:30 a.m. and started at 10:30 a.m.***

(Video Time 00:00:25)

PRESENTATION

1. A special presentation of colors by the Veterans of Foreign Wars, Chapter 661.

–Matt Lawyer; Chief Petty Officer, Retired, Kerry Wymetalek and Petty Officer, Greg Trehune, Veterans of Foreign Wars (VFW) of the United States, Marion Post 661, Color Guard

Summary:

The presentation of colors and the posting of the Flag of the United States of America was presented by Chief Petty Officer, Retired, Kerry Wymetalek and Petty Officer, Greg Trehune, Veterans of Foreign Wars (VFW) of the United States, Marion Post 661, Color Guard

Board discussion:

- It is important to honor veterans in Marion County and throughout the state of Oregon and the United States of America; and
- Their efforts have provided us with the freedoms that we have today.

(Video Time 00:03:39)

PROCLAMATION

BOARD OF COMMISSIONERS – Action

2. Consider approval of a proclamation designating Marion County as a Purple Heart County.

–Matt Lawyer

Summary of presentation:

- The Purple Heart was originally named the Badge of Military Merit by George Washington in 1782:
 - It is the oldest military decoration still in use today.
- The Purple Heart is awarded to any member of the United States Armed Forces that is wounded or killed in combat with a declared enemy of the United States;
- The proclamation before the board honors the sacrifices of those who have been awarded the Purple Heart;
- A sign with the following words, “Welcome to our Purple Heart County”, will be placed throughout Marion County at key locations:
 - The sign represents the pride and respect Marion County has for those who have received this award, and their families;
 - It is a symbol of the people of Marion County returning home; and
 - The sign shows that Marion County honors those who sacrificed their body and their lives in the service of this nation.
- Mr. Lawyer requested approval of the proclamation in honor of Purple Heart recipients and their families.

Board discussion:

- Veterans are not recognized enough, especially those who have been killed or injured in the line of duty protecting our freedoms.

MOTION: Commissioner Cameron moved to approve a proclamation designating Marion County as a Purple Heart County. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

The commissioners read the proclamation.

Board discussion:

- Marion County is proud to be the employer of numerous veterans;
- Marion County is the operator of the Veteran’s Service Office funding through the state:
 - The Board of Commissioners office oversees the funds.
- The sign will be placed at the entrance to Marion County as a rider underneath the “Welcome to Marion County” signs:
 - Citizens and visitors entering the county will be able to view the sign that recognizes Marion County as a Purple Heart County.

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Commander Keith Wittnebel, Department of Oregon, Military Order of the Purple Heart, presented a Special Recognition Award plaque to the Board of Commissioners:

- There are over 500 members of the Military Order of the Purple Heart in Oregon; and
- The award recognizes Marion County's dedication and support in honoring America's combat wounded veterans and becoming a Purple Heart County.

(Video Time 00:15:34)

PUBLIC COMMENT

None.

(Video Time 00:15:46)

PRESENTATION

3. Marion County's Veterans Webpage. –Matt Lawyer and Jon Heynen

Summary of presentation:

- There are over 19,000 veterans in Marion County;
- There are many veteran programs within Marion County:
 - Prior to this meeting, the Veteran Service Office (VSO) was the only program or activity hosted on the county's website;
 - Services that are available are mostly through state or federal agencies; and
 - Many veterans were unaware of the services or activities that are available locally.
- The county has developed a new webpage that will host links for the following:
 - Benefits;
 - Housing;
 - Assistance options; and
 - Activities within Marion County, the state, and nationally.
- This is an ongoing project:
 - New opportunities, events, or activities will be included on the webpage.
- There is a high suicide rate among veterans:
 - A link to the Veterans Crisis Line has been added to the webpage; and
 - This is a critical resource for veterans.
- Many veterans from the county provided input and feedback regarding the information on the website;
- There are multiple ways for individuals to access the Veterans Resource website;
- The site can be updated at any point in time:
 - Individuals can contact the Board's Office with information they think should be included on the site.

- Staff will work on an outreach campaign to let people know that this resource is available.

Board discussion:

- The commissioners expressed their appreciation to Mr. Lawyer, Mr. Heynen, and all the county employees who worked to develop the site; and
- The project was discussed in detail at prior meetings.

(Video Time 00:23:04)

CONSENT

BOARD OF COMMISSIONERS

Board Appointment – Compliance Officer and HIPAA Privacy Officer

4. Approve an order appointing Rhett Martin as the Compliance Officer and the Health Insurance Portability and Accountability Act (HIPAA) Privacy Officer for Marion County Health and Human Services effective November 9, 2022.

HUMAN RESOURCES

5. Approve the recommendation to adopt and establish the pay grade and the classification for County Operations Manager under class code #192 and Chief Deputy District Attorney under class code #630; and update the classification and adjust upward the pay grade for class code #363, Business Services Director.

LEGAL COUNSEL

6. Accept the Acknowledgement of the Prescriptive Easement regarding the Willow Lake Wastewater Treatment Plant (WTP), and designate the Marion County Board of Commissioners, Chair to sign.

PUBLIC WORKS

7. Schedule final consideration to adopt an administrative ordinance for November 30, 2022, granting Zone Change/Comprehensive Plan Amendment (ZC/CP) Case #22-001/Trung Diep and Alyssa Tieu.

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

(Video Time 00:24:22)

ACTION

HUMAN RESOURCES

8. Consider approval of the Contract for Services with Brown and Brown of Oregon, LLC, dba, Brown and Brown Northwest in the amount of \$323,106.11 to provide insurance broker and consulting services for Marion County's employee benefits beginning January 1, 2023, through December 31, 2025. –Lori Klemsen

Summary of presentation:

- The contract with Brown and Brown Northwest is for three years:
 - The term date for the contract is January 1, 2023, through December 31, 2025.
- Brown and Brown Northwest have been a good partner for the county for multiple years;
- They company provides insurance broker and consulting services for the county's health and welfare benefit plans which includes the following:
 - Medical;
 - Dental;
 - Vision;
 - Prescription drugs;
 - Basic life coverage;
 - Accidental Death and Dismemberment (AD&D) coverage;
 - Long-term disability;
 - An employee assistance program;
 - A flexible spending account;
 - A health savings account; and
 - Consolidated Omnibus Budget Reconciliate Act (COBRA) and retiree benefits.
- Brown and Brown Northwest assist the county with a comprehensive review and evaluation of the following:
 - Benefit plans;
 - Plan design;
 - Contract provisions;
 - Funding methods; and
 - Cost analysis.
- The company assists with collective bargaining negotiations with the Health Insurance Study Committee (HISC);
- They have helped the county lower the rates for benefits going into a new plan year;
- Staff is requesting approval of the contract for the next three years; and
- The last Request For Proposals (RFP) was executed in 2019:
 - There is an exemption for public entities to continue a contract without an RFP if they have a good partner in place.

Board discussion:

- The contract has been discussed in detail at a prior meeting;

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- Commissioner Willis requested Ms. Klemsen speak to the value that the contract brings to staff:
 - Brown and Brown Northwest are an extension of the county's benefits team:
 - They help staff to be efficient in their jobs; and
 - They assist employees with claim issues or disputes that may arise with insurance carriers:
 - This helps to keep the employees' claim information confidential.
- The contract is approximately \$100,000 per year;
- Brown and Brown Northwest provides multiple services for employees at a good value:
 - The company helps the county save taxpayer dollars:
 - The county does not need to hire additional staff to perform the work:
 - Hiring additional staff can increase the cost of employee benefits.
 - The contract allows the county to be more frugal with funds.
- The company interacts with both county employees and private businesses.

MOTION: Commissioner Cameron moved to approve the Contract for Services with Brown and Brown of Oregon, LLC, dba, Brown and Brown Northwest in the amount of \$323,106.11 to provide insurance broker and consulting services for Marion County's employee benefits beginning January 1, 2023, through December 31, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:31:09)

PUBLIC WORKS

9. Consider approval of the Purchase Order with CUES, Inc. in the amount of \$158,614 for the one-time purchase of a Closed-Circuit Television (CCTV) pipe van for the visual inspection of the East Salem stormwater system. –Matt Knudsen

Summary of presentation:

- The pipe camera van is specifically tailored for stormwater and sewer pipe inspection;
- East Salem is an unincorporated, urbanized area with over 30,000 residents;
- The East Salem stormwater system is comprised of:
 - Eleven miles of large stormwater ditches;
 - An estimated 82 miles of stormwater pipe; and
 - Over 2,000 catch basins.
- It is a large, urbanized stormwater system;
- Most of the system was built in the 1960's and 1970's, and is past its lifespan;
- There is a lot of infrastructure that needs attention and inspection:
 - The 82 miles of stormwater pipe needs to be inspected for condition assessment:
 - The pipe camera van will help with inspecting the system for the following:
 - Integrity;

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- Maintenance items; and
 - Potential illicit connections.
- Replacing the stormwater system will cost an estimated \$86.5 million;
- Without a camera, staff is visually inspecting from manholes and catch basins:
 - This method allows only a small portion of the pipe to be viewed.
- The new van will replace a 1980's camera van that was modified to meet requirements;
- The new vehicle is a 2022 Ford E450 van with a 16-foot box that contains the following features:
 - It has extended height to allow individuals to move around freely inside; and
 - The van is equipped with the following:
 - Heating;
 - Air conditioning;
 - A workbench;
 - An area to perform computer work;
 - A sink;
 - A camera reel;
 - A generator; and
 - Other customized items needed in a camera van.
- Examples of issues the pipe camera system is intended to find includes the following:
 - Failing pipes;
 - Issues where utilities have accidentally bored through the stormwater pipe;
 - Plugged pipes; and
 - Illicit connections where a sewer pipe is connected to the stormwater system.
- The pipe camera system also helps staff to understand the issues causing localized flooding;
- The cost of the specialized van is \$158,614;
- Modifying a basic van could potentially cost more than ordering a van that is already set up as a pipe camera van; and
- Staff recommended approval of the purchase of the pipe camera van.

Board discussion:

- In the past there were areas that were intentionally designed to back up:
 - This is no longer done.
- Staff will be exploring opportunities to potentially provide camera van service internally, and externally with other cities throughout the county;
- Commissioner Cameron asked Mr. Knudsen if the equipment could be used by facilities to look at pipes that they are responsible for maintaining:
 - Mr. Knudsen explained that it depends on the size of the pipe:
 - A typical sewer pipe out of a building is 6 inches or smaller, and this system is too big for that size of pipe; and
 - Staff has a camera that can access smaller pipes.

MOTION: Commissioner Willis moved to approve the Purchase Order with CUES, Inc. in the amount of \$158,614 for the one-time purchase of a Closed-Circuit Television (CCTV) pipe van for the visual inspection of the East Salem stormwater system. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:45:56)

The Commissioners added the following to the record:


- Commissioner Willis commented that we have had another successful, peaceful election in America;
- Commissioner Cameron commented that the legislature has made some changes to the voting process that needs to be fixed:
 - The county is required to count mail-in ballots without postmarks that arrive after the election:
 - He feels that if a ballot comes in with no postmark, then it should not be counted.
- Commissioner Willis commented that we do not want a situation where people wait to find out the preliminary results, and then they go and try to find votes to win the election after it is already over:
 - If it is possible for this to happen, then it should be fixed.
- Commissioner Bethell expressed she would like Legal Counsel to review the legislation and determine if the Clerk's Office interpretation of the voting process is accurate:
 - It is important that the legislation is interpreted correctly.
- Commissioner Cameron said that it seems like the county can get back to doing regular business, without having the additional work of the pandemic and natural disasters added on.

**PUBLIC HEARINGS
9:30 A.M.**


None.

(Video Time 00:52:58)


Commissioner Bethell adjourned the meeting at 11:23 a.m.



CHAIR



COMMISSIONER



COMMISSIONER

Board Sessions can be viewed on-line at
<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>