

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, May 24, 2023

9:00 a.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97301

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

Commissioner Cameron called the meeting to order at 9:00 a.m.  
Commissioner Willis arrived at 9:06 a.m.

*(Video Time 00:03:35)*

**PUBLIC COMMENT**

None.

*(Video Time 00:03:41)*

**CONSENT**

BOARD OF COMMISSIONERS

1. OLCC Application – Recommended Approval

Las LoKus botanas y Micheladas, LLC – Salem, Oregon

Board Committee Appointments – Ambulance Service Area Advisory Committee

2. Approve orders appointing Shawn Baird as Chair and Sherry Bensema as Vice-Chair to the Marion County Ambulance Service Area (ASA) Advisory Committee with terms ending May 24, 2024.

FINANCE

3. Approve a quitclaim deed for the sale of tax foreclosed property for Tax ID #534621 from Marion County to Jennifer Rowan and Richard Clark.

HEALTH AND HUMAN SERVICES

4. Approve an order approving the revised bylaws for the Marion County Ambulance Service Area (ASA) Advisory Committee.

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

*(Video Time 00:04:57)*

## **ACTION**

### HEALTH AND HUMAN SERVICES

5. Consider approval of the Purchase Order with Redwood Toxicology Laboratory, Inc. for the not to exceed amount of \$500,000 for drug testing services through February 15, 2026.

–Carol Heard

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

- Addictions Treatment Services currently uses Redwood Toxicology Laboratory to process drug screening for clients enrolled in the county’s substance use disorder treatment programs;
- The contract is for a not-to-exceed amount of \$500,000;
- The county receives reimbursement from Oregon Health Plan, commercial insurances, and other funding sources, for collection of drug screens through billed claims; and
- Approval of the Purchase Order will allow Marion County Health and Human Services (MCHHS) to access a cooperative agreement that expires on February 15, 2026.

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

None.

**MOTION:** Commissioner Bethell moved to approve the Purchase Order with Redwood Toxicology Laboratory, Inc. for the not to exceed amount of \$500,000 for drug testing services through February 15, 2026. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:06:30)*

### INFORMATION TECHNOLOGY

6. Consider approval of the Purchase Order with Dell Marketing LP, in the amount of \$170,000 for Dell Hardware Lifecycle Equipment Replacement Program (LERP) purchases through August 16, 2023. –Gary Christofferson

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

- The county purchases computers, laptops, monitors, and peripheral devices throughout the year:
  - The county replaces 20 percent of these devices annually.
- A price agreement that had been used in the past is no longer valid;
- Information Technology (IT) submitted an Invitation to Bid (ITB);
- Dell Marketing LP was the lowest bidder; and

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- The county currently buys their hardware from Dell Marketing LP.

***Board discussion:***

- The document quote is \$194,814.84;
- The quote is higher than the Purchase Order request of \$170,000; and
- IT staff determined what the county's computer needs were and Dell Marketing LP quoted a price:
  - The quote is \$194,814.84; but
  - Only \$170,000 is needed to purchase the equipment.

**MOTION:** Commissioner Bethell moved to approve the Purchase Order with Dell Marketing LP, in the amount of \$170,000 for Dell Hardware Lifecycle Equipment Replacement Program (LERP) purchases through August 16, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:10:23)*

**PUBLIC WORKS**

7. Consider the adoption of an administrative ordinance granting Zone Change/ Comprehensive Plan Change (ZC/CP) Case #22-004/Rafael Hernandez Mercado. –Lindsey King

***Summary of presentation:***

- The administrative ordinance request is for Zone Change/ Comprehensive Plan Change (ZC/CP) Case #22-004/Rafael Hernandez Mercado;
- The hearings officer held a duly noticed public hearing on January 5, 2023;
- The hearings officer issued a report on January 30, 2023, recommending that the board approves the request;
- The board held a duly notice public hearing on the application on March 22, 2023;
- The board considered all the evidence in the record, and approved the request;
- The ordinance and findings have been prepared;
- The notice of adoption was given on May 17, 2023;
- The administrative ordinance is now set for formal adoption;
- The board has the following options:
  - Adopt the ordinance as written;
  - Direct staff to prepare a modified ordinance; or
  - Choose not to sign and adopt the ordinance at this time.
- Staff recommends that the board adopts the ordinance as written approving Zone Change/ Comprehensive Plan Change (ZC/CP) Case #22-004/Rafael Hernandez Mercado.

**Board discussion:**

- Mr. Mercado is the owner of Oregon Portable Toilets, LLC.

**MOTION:** Commissioner Cameron moved to adopt an administrative ordinance granting Zone Change/Comprehensive Plan Change (ZC/CP) Case #22-004/Rafael Hernandez Mercado. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:12:39)*

8. Consider approval of the Construction Contract with Carter and Company, Inc. in the amount of \$1,350,117.19 for the construction of Cordon Road turn pockets at Hayesville Drive and Kale Street through December 31, 2025. –Ryan Crowther and Shane Ottosen

**Summary of presentation:**

- The county will be installing turn pockets at the end of Hayesville Drive and the end of Kale Street, where the two streets connect to Cordon Road;
- The project is located on the edge of the City of Salem’s Urban Growth Boundary (UGB);
- The road is currently a two-lane road with no turn pockets and no center turn refuge;
- The project scope includes the following:
  - Widening the road on the east side of Cordon Road only;
  - Installing left turn lanes at both Hayesville Drive and Kale Street;
  - Regrading roadside ditches to provide adequate drainage;
  - Installing a small stormwater detention system;
  - Reconnecting driveways if needed; and
  - Constructing an asphalt pavement overlay over the entire roadway within the project limits.
- The county will not be widening on the west side of the road;
- The widening will occur within the right-of-way on the east side of the road;
- The low bid of \$1,350,117.19 was received from Carter and Company, Inc.;
- The project was originally funded through the All Roads Transportation Safety (ARTS) Program:
  - A fund exchange was done to exchange the federal funds for state funds:
    - The estimated state funds are \$1,082,662.80; and
    - The estimated county funds are \$267,454.39.
- Construction is anticipated to take place between June and October 2023.

**Board discussion:**

- Commissioner Bethell stated the following for the record:
  - The county received an email from a resident within the East Salem Service District (ESSD) requesting that the county support the project, and expand the project to include a turn lane at Ward Drive;

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- The email was forwarded to Public Works staff who expressed the following:
  - The area did not have enough crash data in the previous All Roads Transportation Safety (ARTS) application;
  - The ARTS Program will be taking applications again this summer; and
  - Public Works staff will be reviewing data on this section of roadway to see if it can qualify for an ARTS Program grant for future improvements.

**MOTION:** Commissioner Bethell moved to approve the Construction Contract with Carter and Company, Inc. in the amount of \$1,350,117.19 for the construction of Cordon Road turn pockets at Hayesville Drive and Kale Street through December 31, 2025. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:18:52)*

#### SHERIFF'S OFFICE

9. Consider approval of the incoming funds Intragovernmental Agreement with the Oregon State Marine Board in the amount of \$297,060 to provide law enforcement services related to recreational boating through June 30, 2025. –Commander Jeff Stutrud

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

- The county has a long-term relationship with the Oregon State Marine Board;
- The contract provides funding for the following:
  - One full-time deputy;
  - Boats;
  - Equipment;
  - Police services;
  - Search and rescue; and
  - Boater safety education.
- The county recently received a new boat that was funded through Oregon State Marine Board funding.

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

- The funding is through June 30, 2025.

**MOTION:** Commissioner Cameron moved to approve the incoming funds Intragovernmental Agreement with the Oregon State Marine Board in the amount of \$297,060 to provide law enforcement services related to recreational boating through June 30, 2025. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

(Video Time 00:25:44)

Commissioner Bethell requested and received unanimous to return to the Consent agenda to allow Commissioner Willis to vote on the agenda items:

- Commissioner Willis voted yes for the Consent agenda; and
- Commissioner Willis voted yes for agenda item #5, the Purchase Order with Redwood Toxicology Laboratory, Inc.

(Video Time 00:26:25)

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

None.

Commissioner Willis adjourned the meeting at 9:28 a.m.



CHAIR



COMMISSIONER



COMMISSIONER

**Board Sessions can be viewed on-line at**

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

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