



MARION COUNTY BOARD OF COMMISSIONERS

Management Update Minutes

Monday, June 19, 2017, 9:00 am – 10:00 am

Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Silverton Conference Room

ATTENDANCE:

Commissioner Sam Brentano, Commissioner Janet Carlson, Commissioner Kevin Cameron, John Lattimer, Jan Fritz, Sarah Spinks, Danielle Gonzalez, Alan Haley, Jeff White, Bruce Armstrong, Barb Young, Jolene Kelley and Kenna West as recorder.

Guest: Randy Saunders.

John Lattimer called the meeting to order at 9:00 am.

INFORMATIONAL

Fiscal Year 2016/2017 Business Development Grant applications and funding recommendations

Summary of Presentation:

- \$243,250 available and have awarded 4 grants year to date;
- Two additional grant applications that came in April and went before the Economic Development Advisory Board (EDAB) in May;
- First project is from Fjord:
 - An apparel manufacturing company in Woodburn;
 - Their focus is high end apparel manufacturing;
 - Applied for \$50,000 grant to help implement a training facility;
 - They have been unable to accept additional contracts due to limited workforce;
 - Part of their solution is to create a training center on-site;
 - This grant will help to retrofit some empty space they already have to accommodate a training facility;
 - Will also aid in the purchase of equipment to “skill-up” their current employees;
 - Their hope is to capture contracts with high end apparel companies such as Nike that they have had to turn down previously; and
 - Recommended for funding at \$50,000.
- Second project is from Rigado:
 - This is a technology company located in Salem;
 - Currently have 41 employees;
 - Previously funded an expansion into 3D printing which allowed them to grow from 14 employees to 41 employees;

- Current project is an expansion into mid-level hardware for cloud services;
- Requested \$50,000 to retrofit their building to accommodate the additional employees needed;
- The last project was very successful in growing new employees;
- Their average pay is \$109,000 per year, which is a high-end pay job level; and
- Recommended for funding at \$50,000.
- There were no applications that were turned down this year;
- Prior to funding these applications there was \$113,250 available; and
- After funding these applications there will be \$13,250 left.

Fiscal Year 2016/2017 Community Project Grant applications and funding recommendations

Summary of Presentation:

- Community project grants started out with a budget of \$143,714 for this fiscal year which included \$125,000 for the 16/17 allocation and \$18,714 of carry over funds;
- Year to date have funded five projects;
- This application the deadline was May 25, 2017;
- Three applications were received and reviewed;
- Two projects have been recommended for funding;
- First project that was recommended for funding is the City of Gates:
 - \$16,000 to renovate their City Hall;
 - They do not have adequate public meeting space and their facility is not ADA accessible;
 - The renovation would bring in the ADA accessible components, adding in heating and air conditioning and providing public meeting space;
 - EDAB recommended funding as a failure to renovate could be a risk to the City because they would not be ADA compliant; and
 - There is a caveat with this funding in that it is contingent on the city getting the proper permits.
- Second project recommended for funding is the City of Mt. Angel:
 - \$15,000 grant to help fund their Mt. Angel Heritage trail project; and
 - This is a tourism project for the area that adds directional signs around town for historic landmarks and creates a pedestrian walking path throughout the city.
- Third project that came before EDAB was controversial and there was a great deal of discussion:
 - The Salem Police Foundation applied for a \$10,000 grant to help purchase a Gator;
 - The total project cost for that was \$63,9993 and they requested \$10,000 from the Economic Development Fund;
 - EDAB found that much of the scoring related to safety rather than to economic development; and
 - This would be a better application for community foundations rather than economic development.

Board Discussion:

- Board recommended the score sheet be revised to clarify economic development and scoring parameters.

Sale of tax foreclosure properties to cities

Summary of Presentation:

- Historically, the county has not sold property directly to other governments;
- Our policy does not allow this type of sale;
- We generally sell back to prior owners, via private sales or public auction;
- Recently re-evaluated the pertinent statute and have determined that we actually can sell directly to another government if they are interested:
 - This includes cities, counties and special districts.
- There are a number of properties that some governmental bodies have shown interest in purchasing:
 - Wetland in the City of Jefferson:
 - Sits in 6" of water;
 - Heavily treed lot;
 - In the middle of a residential area in Jefferson;
 - Non-buildable;
 - State designated it as a forested wetland, which makes it nearly impossible to build on the property; and
 - Jefferson wants it as a wetlands park.
 - Gas station in Mt. Angel:
 - County owned for a few years.
 - Gas station in Stayton:
 - Purchased by a private party;
 - They have not been making payments;
 - Will most likely re-foreclose on the property;
 - Stayton was interested in purchasing at the first sale; and
 - They may still be interested in purchasing this property.
 - 50 Square Foot Parcel in Keizer:
 - Near Keizer Station; and
 - City of Keizer interested in purchasing this parcel.
 - Gas stations on the corner of Commercial and Pine:
 - Public Works has indicated that Pine Street will be part of the bridge property; and
 - City of Salem may be interested in purchasing the property now rather than much later when the bridge does go through.
- It would be a blessing to Marion County to be able to sell many of these properties because they are simply not saleable otherwise;
- There is also another gas station which may be coming into foreclosure in Jefferson that the city may be interested in purchasing; and
- Policy revision considerations:
 - Marketing to governmental bodies;
 - Selling price issues:
 - Past due taxes plus an administrative fee;

- \$1.00 in the interest of helping the other governmental entity out with the taxes being written off; or
 - Negotiate a more marketable rate.
- Prioritization of the sales:
 - Governmental entities first;
 - Private sale first; or
 - Public auction.
- Statute requires that the property be kept in a public purpose use for at least 20 years:
 - Contracting issues; and
 - Tracking purposes.

Board Discussion:

- Approve revision of the policy to allow sales of property to governmental entities;
- Write the policy to determine the priority of sale on a property by property basis;
- Write the policy to allow the commissioners to make an exception on a property by property basis;
- If there is not a large mailing expense, then let as many governmental entities as possible know of the upcoming property;
- Consider a minimum reasonable price for the properties rather than free or \$1.00 selling price; and
- Preference for an affidavit from the governmental entity that they would comply with the statutes rather than some type of tracking process.

Proposed amendments to the Marion County Council of Economic Advisors charter

Summary of Presentation:

- Minor revision on page five under Section 13 – Revision or Amendment to Charter;
- Revises the reference to administrative policy to the current policy number; and
- Revises to provide for review every three years by the entire council as opposed to just the chair.

Board Discussion:

- The Financial Director is directed to calendar the three year review time line to make certain the charter is properly reviewed; and
- Proceed with revisions.

Permit process discussion

Summary of Presentation:

- Mr. Saunders emailed the board and requested to appear before the board to talk with them about a project he was involved in with Community Action Agency;
- The permit process went beyond the construction time line and there were some penalties involved;

- Application for a remodel of an existing kitchen facility for enhanced use was submitted to the county:
 - Had an old kitchen; and
 - Planned to remodel to make a nice up-to-date kitchen.
- The application was logged incorrectly by the county as a change from classroom to kitchen rather than a kitchen remodel;
- The county provided inaccurate information, which resulted in delays:
 - The inaccurate information included a Public Works employee saying there was an ordinance that wouldn't allow the tenant improvement:
 - There was no such ordinance.
 - The delay was two months:
 - Resulted in the non-profit having to pay a lump sum delay cost;
 - Their schedule was interrupted, which resulted in equipment being delivered at the originally expected time, but there was no place to put it because the kitchen was not remodeled; and
 - Equipment had to be stored off site then moved back on-site which resulted in additional expense.
- It took ten days for the building department to complete their review;
- There are personnel problems at Public Works:
 - This is not the first time this professional has run into bad information and delays from the county; and
 - Colleagues have told this professional that they too have run into these same problems.
- Other jurisdictions are easier to work with because the rules are memorialized, available and followed:
 - Marion County needs to have their rules and processes available to the professionals;
 - They should not have to call in to ask for rules and processes; and
 - The rules and processes should be on-line and easily available.
- If there is a process being created then there should be a great deal of public input into that process, including industry professionals:
 - Civil engineer;
 - Construction contractor;
 - Paving, grading, excavation contractor; and
 - Architect.
- Alan Haley commented on the project:
 - Yes, there were mistakes made from the outset;
 - Public works should have called the architect about the issues and invited him to a review; and
 - There should have been more communication.
- There has been significant documentation as to the problems with this project;
- Alan has met with all staff involved in the project; and
- The project is due for completion on July 10, 2017.

Board Discussion:

- Very appreciative that Mr. Saunders took the time to come to the board to explain the issues.

Legislative Update

Summary of Presentation:

- Federal Update:
 - The county belongs to a coalition of other counties and cities that have waste energy facilities;
 - Working with this coalition the last few weeks regarding education on waste energy facilities;
 - Preparing a letter on coalition letterhead to the Conference of Mayors requesting that they add waste to energy into that definition or nullify the other erroneous definition; and
 - Public Works is appreciative and approves of the letter.
- Covanta meeting last week to bring Kirby up to speed for the "Hill" visits;
- State Update:
 - James LaBar emails regarding Regional Solutions assistance;
 - Grand jury recordation bills are moving toward state funded:
 - \$10 million statewide to fund;
 - Rob Bovett and others still not happy with the language in those bills; and
 - Will look at amendments to push back on those bills.
 - Tracking reports:
 - Many bills are dead;
 - Two sobering facility bills have passed and been signed by Governor;
 - Oregon Health Authority Budget is moving;
 - SB 1067 & SB 1068, PERS Cost containment bills discussed; and
 - Gross Receipts Tax bills is supposed to come out of Joint Revenue today and head to the House floor; and
 - Transportation package and clean fuels discussed.

Board Discussion:

- Support James LaBar and Regionals Solutions as much as possible.

Communications Update

- The public information officer provided a communications outreach update; and
- Moving forward on the Employee Town Halls:
 - Gordean has ordered refreshments; and
 - Survey sent out.

COMMISSIONERS' COMMITTEE ASSIGNMENTS AND UPDATES

- Commissioner Brentano:
 - Attended Stayton Rotary where the changes to Cherriots were discussed.
- Commissioner Carlson:
 - Met with some volunteers from the Dog Shelter:
 - Ban sale of live animals on street corner;

- Willamette Humane Society wants to join; and
 - Try to be consistent with City of Salem rules, but denote within Urban Growth Boundary and not rural.
- Commissioner Cameron:
 - Met with the Sheriff and Chuck on levy:
 - Will continue to meet every 2 weeks to keep moving forward.
 - Attended Incite Executive Session and moving forward on the new Executive Director;
 - Attended the Donald City Council meeting:
 - Talked about Marion County budget and North County patrol position; and
 - Thankful for Marion County grant monies for UGB issue.
 - Attended Stayton Meeting:
 - Dog issue; and
 - Norpac having trouble with hand-picked crops being short this year.
 - Met with Regional Solutions and May Trucking expansion;
 - Received a complaint about the difficulty and delays getting septic permit:
 - Said took 8 weeks to get permits;
 - Alan said the permit process is actually 4-6 weeks;
 - The problem is that there remains only one person certified to complete septic inspections; and
 - Commissioner Cameron wants to continue to review and revisit the Public Works policies on septic permits.
 - Attended the SEDCOR golf tournament; and
 - Attended Circle the Slough with John Lattimer and other Marion County employees.

OTHER

Summary of Presentation:

- Bruce Armstrong from legal was out at Juvenile this morning;
- There are four youth with behavioral issues who have been in juvenile detention for long stretches of time;
- Difficulty finding appropriate placement;
- Juvenile court judge's practice is to bring in the case manager and someone at a higher level multiple times per week to the detention hearings;
- The judge indicated the youth have been inconvenienced by the inability to find appropriate placement and the judge intends to inconvenience others;
- Lack of housing is a statewide problem, but more difficult for youth with severe behavioral issues.

Board Discussion:

- Include someone from the Oregon Youth Authority in meetings regarding these issues; and
- Include Marion County Health Department and BCN in the meetings also.

Adjourned at 10:51 am
COMPLETED BY: **Kenna West**
Reviewed by: Sarra Sparks