



## MARION COUNTY BOARD OF COMMISSIONERS MANAGEMENT UPDATE

### Minutes

Tuesday, July 7, 2026, 9:30 a.m. – 11:00 a.m.  
Commissioners' Boardroom  
Courthouse Square, 555 Court St. NE, Suite 5231  
Salem, Oregon 97301

#### Attendance:

**Commissioners:** Danielle Bethell, Colm Willis, and Kevin Cameron.

**Board's Office:** Chris Eppley, Matt Lawyer, Gary White, Jon Heynen, Alvin Klausen, Trevor Lane, Kendall Hall and Jonathan Sanford.

**Legal Counsel:** Steve Elzinga.

**Assessor's Office:** Tom Rohfling

**Clerk's Office:** Bill Burgess and Rebekah Stern Doll.

**Business Office:** Tamra Goettsch.

**Justice Court:** Justin Kidd.

**Information Technology (IT):** Gary Christofferon.

**Public Works:** Lani Radtke, Tsige Woldegiorgis, Carl Lund, Brandon Reich, and Austin Barnes.

**Health and Human Services (HHS):** Rhett Martin, Alisa Zastoupil, Kailey Knospe, and Melissa Gable.

**Sheriff's Office:** Nick Hunter, Jeremy Landers, and Jacob Ramsey.

**Citizen:** Kathy Rogers.

Commissioner Kevin Cameron called the meeting to order at 9:33 a.m.

#### Informational

##### **1. Initial Board Review**

###### **Clerk's Office**

- **Bluecrest Elevate I Ballot Sorter Contract End**  
-Clerk Bill Burgess, Rebekah Stern Doll
- **Sendit Direct Mail & Fulfillment Contract Amendment**  
-Clerk Bill Burgess

###### **Sheriff's Office**

- **Contract Amendment with Communications Northwest for Radio Maintenance and Support**  
-Commander Jacob Ramsey

###### **Public Works**

- **Independence Bridge Rehabilitation DOWL**
- **North Fork Park Landslide Mitigation (PIER) Professional Engineering and Related Services Contract with David Evans and Associates Inc.**  
-Ryan Crowther

##### **Summary of Presentation:**

- Bluecrest Elevate I Ballot Sorter Contract End:
  - Increasing failures and mis-sorts with 10-year-old ballot sorter:

- Causing post-election rework and voter complaints.
  - IT questioned whether full replacement is needed versus refurbishment:
    - Given model is still sold new.
- Sendit Direct Mail & Fulfillment Contract Amendment:
  - \$90,000 is insufficient to pay May election invoice and upcoming November election services.
  - Requesting \$50,000 to cover remaining 2026 election mailings.
- Contract Amendment with Communications Northwest for Radio Maintenance and Support:
  - Existing jail radio maintenance contract runs through June 2027.
  - Actual maintenance and repair costs are higher than in original contract.
  - Request an additional \$11,700 to continue service level agreement.
- Independence Bridge Rehabilitation DOWL:
  - Independence Bridge rehab is planned for 2027.
  - Amend design contract to add construction oversight and inspection services.
- North Fork Park Landslide Mitigation (PIER) Professional Engineering and Related Services Contract with David Evans and Associates Inc:
  - Covers design work for landslide mitigation at North Fork Park entrance.
  - Funded by \$1.753M in PIER grant dollars.
  - Initiated before current initial review process.
  - Full contract now being routed through legal and finance.

#### **Board Direction:**

- Bluecrest Elevate I Ballot Sorter Contract End:
  - Proceed.
  - Request vendor assessment.
  - Recommendation on repair versus replacement before deciding.
- Sendit Direct Mail & Fulfillment Contract Amendment:
  - Proceed.
- Contract Amendment with Communications Northwest for Radio Maintenance and Support:
  - Proceed.
- Independence Bridge Rehabilitation DOWL:
  - Proceed.
  - Bring amendment for board to review.
- North Fork Park Landslide Mitigation (PIER) Professional Engineering and Related Services Contract with David Evans and Associates:
  - Proceed.

## **2. City of Jefferson, Law Enforcement Services**

-Commander Jason Bernards

#### **Summary of Presentation:**

- Provide three full-time deputies for law enforcement services within City of Jefferson.
- New term runs through June 30, 2027.
- Initial contract proposal included high central services administrative charges:
  - About \$99,000.
- City expressed concern about administrative cost transparency and amount.
- Sheriff's Office and City worked together:
  - Reduction of administrative charges to approximately \$72,829.
  - Overall contract amount reduced from about \$824K-\$825K to \$801,120.
- Administrative charges centrally calculated pass-through charges:
  - Not set by Sheriff's Office.
- Sheriff's Office may use CHL funds to cover discrepancies between bid and actual delivery.

#### **Board Direction:**

- Approved to move forward on consent.

- Finance staff to work on improved transparency for central services administrative charges across departments.

### **3. American Rescue Plan Act (ARPA) – North Santiam Canyon Sewer Project GMP Amendment 1**

-Brian Nicholas

#### **Summary of Presentation:**

- North Santiam Canyon sewer improvements:
  - Regional wildfire recovery project.
- Contractor is Slayden.
- Amendment 1 adds about \$1.1M for Alder Street sewer upsizing in Mill City.
- Funded by Mill City's \$2.5M Oregon Parks and Recreation Department (OPDD) ARPA allocation:
  - County is administering.
- Current Slayden contract total before amendment was about \$37.5M.
- Amendment will increase Slayden's total to about \$38.65M.
- Just one piece of larger multi-part sewer system investment:
  - Including collection systems under separate contracts like Keller.
- This amendment is consistent with the intended use of Mill City's OPDD ARPA funds.
- Overall regional project cost across plants and collection systems is significantly higher:
  - About \$80M+ region-wide.

#### **Board Direction:**

- Approved to move forward on consent.

### **4. Brooks Community Service District Raw Water Wholesale Purchase Agreement**

-Brian Nicholas

#### **Summary of Presentation:**

- Water system project nearing substantial completion expected November.
- Long-term raw water wholesale purchase agreement with Chemeketa Community College:
  - Source water provider.
- Initial term is 10 years.
- Two optional 5-year extensions at County's sole option:
  - Up to 20 years total.
- Annual rate increase cap is not more than 2.25% per year.
- Rate for raw water is substantially lower than comparable municipal sources.
- Long-term plan:
  - County has applied for its own water rights.
  - Goal eventually to transition from purchased raw water to County-held rights:
    - Agreement provides interim security and price stability.

#### **Board Direction:**

- Approved to move forward on consent.

### **5. Gates Wastewater Collection System Project Updates & Additional Funding Request**

-Brian Nicholas

#### **Summary of Presentation:**

Separate from plant construction, which is also funded under Oregon Housing & Community Services (OHCS).

- Funding to date is \$26.3M from OHCS.

- Status:
  - 30% design completed:
    - Value engineering performed.
  - Updated cost estimate indicates full Urban Growth Boundary (UGB) buildout will significantly exceed \$26.3M budget.
  - Preliminary estimate is roughly \$16M additionally required for full system coverage.
  - Route analysis:
    - North (Highway 22) route:
      - About 12,000 feet of force main.
      - Could save \$4–5M but is not viable due to landslides and inability to safely cross Santiam River.
    - South route (through Linn County/Kingwood Avenue):
      - About 24,000 feet, more expensive but physically feasible.
      - Must proceed with south route.
- Resulting approach:
  - Current funding can complete force main and about 40% of full Gates collection system.
  - Some remote, single-property laterals may be deferred to reduce costs.
- External funding:
  - OHCS has signaled potential openness to additional funding.
  - Preparing detailed documentation of cost overruns and design alternatives.
  - OHCS committee meeting is expected within 2 weeks:
    - County must present a unified request.
- Gates City Council:
  - Planned update to Gates City Council next week.

#### **Board Direction:**

- Approved to move forward.
- Provide only a high-level technical status update to Gates City Council.
- Deliver complete cost overrun and funding request package to Board before OHCS committee meeting.
- After review and OHCS conversation, develop detailed plan to Gates on:
  - Which areas can be built with existing funding.
  - What additional funds would accomplish.

### **6. Final Rural Transportation System Plan (RTSP) & Comprehensive Plan Amendments**

-Carl Lund

#### **Summary of Presentation:**

- Items:
  - RTSP for areas outside UGBs.
  - Comprehensive Plan and Zone Code amendments to implement RTSP.
  - Incorporates previously adopted Transportation Safety Action Plan and Cordon–Culver plan.
- Bicycle parking/business requirements:
  - Language modified so rural businesses may follow bike parking and related guidelines.
  - Rather than requiring bike amenities that could delay openings.
- Adoption process:
  - Planning will:
    - Ask Board to initiate legislative process and schedule a public hearing.
    - Provide notices to Oregon Department of Land Conservation and Development (DLCD).

- After hearing and approval, return with ordinance adopting TSP and related amendments.
- Concerns:
  - Specific language on:
    - Identify and support actions aimed at reducing vehicle emissions.
    - Reduce dependence on any one mode of transportation.
  - Legal counsel advised that language can be used by opponents in land use appeals and may constrain future flexibility:
    - Even though Board has some deference in interpreting its own plan.
  - Uncertainty whether DLCD would require some form of these concepts:
    - Staff will verify.
- Direction on text:
  - Board requested:
    - Explore if clauses can be removed or softened.
    - Work with legal counsel to propose revised language that preserves flexibility while satisfying state expectations.
    - Bring back recommended revisions before initiating final adoption proceedings.

**Board Direction:**

- Proceed:
  - Planning and Public Works to:
    - Provide final redline version of RTSP and amendments for review.
    - Work with legal counsel to revise or remove most constraining emissions/transportation-mode language.
    - Proceed to request formal initiation of adoption process and schedule public hearing.

**7. Temporary Speed Zone Order for North Fork Slide Stabilization**

-Carl Lund

**Summary of Presentation:**

- Gates Hill Road to serve as alternate route during North Fork Road slide stabilization construction.
- Current statutory speed limit is ~55 mph:
  - Not appropriate given sharp curves and increased traffic.
- Proposal:
  - Temporary construction speed zone of 35 mph on Gates Hill Road during North Fork slide project:
    - Through end of October.
  - Board order would establish temporary speed limit:
    - Would automatically expire at project completion.
- Rationale:
  - Improve safety for residents, construction traffic, and detoured motorists unfamiliar with road.
  - Provide clear enforceable speed standard for law enforcement,

**Board Direction:**

- Approved to move forward.

**8. Contract Amendment #5 to Add Funds for the N.F. Road Slide Stabilization**

-Ryan Crowther

**Summary of Presentation:**

- North Fork Road slide stabilization:
  - One of four major slides.

- Funding is primarily federal with a County match.
- Amendment increases total project funding:
  - Now about \$8.3M total project value.
  - Previous public references of ~\$6M were outdated.
- County match remains modest relative to total:
  - Around \$200,000.
- Amendment formalizes additional funding discussed with Western Federal Lands.

**Board Direction:**

- Approved to move forward on consent.

**9. French Prairie Road, West Fork Champoeg Creek Bridge**

- **Construction Contract**
- **Inspection Services Contract**

-Ryan Crowther

**Summary of Presentation:**

- Construction Contract:
  - Competitive bidding completed:
    - Oregon State Bridge Construction submitted lowest responsible bid.
  - Bridge rehabilitation on French Prairie Road over East Fork Champoeg Creek.
  - Construction expected to occur in upcoming construction season:
    - Contract term runs through December 31, 2027.
    - Work anticipated to start next year based on schedule references.
  - Funding and environmental clearances are in place.
- Inspection Services Contract:
  - David Evans and Associates for inspections and oversight on bridge project.
  - Single proposer for this specialized inspection work.
  - Contract term aligned with construction schedule:
    - Expiring December 31, 2027.

**Board Direction:**

- Construction Contract:
  - Approved to move forward on consent.
- Inspection Services Contract:
  - Approved to move forward on consent.

**10. SRTS – Scott Elementary School Brown RRFB Construction Contract**

-Ryan Crowther

**Summary of Presentation:**

- Crash involving pedestrian at Brown Road crosswalk in front of Elementary School.
- County secured Safe Routes to School “rapid response” funding.
- Project to install Rectangular Rapid Flashing Beacon (RRFB) at Brown Road crosswalk by Scott Elementary.
- Construction contract awarded to North Santiam Paving:
  - Low bidder under SRTS-funded work.
- Improve pedestrian safety and visibility at a busy school crosswalk.

**Board Direction:**

- Approved to move forward on consent.

**11. Marion County Public Health Accreditation**

-Kailey Knospe, Alisa Zastoupil

**Summary of Presentation:**

- Marion County Public Health Division successfully maintained national accreditation through Public Health Accreditation Board (PHAB).
- First accredited in 2014:
  - First local public health authority in Oregon to be accredited.
  - Reaccredited in 2020.
  - Recently reaccredited again.
- Marion County is one of only 347 accredited health departments nationwide.
- Staff requested Board guidance on:
  - Whether to present at a Board session.
  - How to share key messages about what public health does in Marion County.

**Board Direction:**

- Schedule a Board session presentation by Health & Human Services on:
  - Public health accreditation.
  - Key public health functions and services in Marion County.
  - Include photo opportunity and recognition of staff achievements.

**12. Sole Source Justification for Medeco Keyway Locks & Access Controls**

-Jonathan Sanford

**Summary of Presentation:**

- Vendor is Oregon Lock & Access.
- Background:
  - Holds county-wide high-security Medeco keyway for facilities.
  - Has managed County key pathways and lock systems since 2001.
  - Maintains secure records of key pathways and access configuration.
- Request:
  - Sole source justification to continue using Oregon Lock & Access due to:
    - Proprietary keyway control and pathways.
    - High security and significant cost if locks and keyways changed.
- Contract:
  - Proposed not-to-exceed \$250,000 for 3-year period.
  - Costs cover:
    - New locks and re-keying when needed.
    - Ongoing maintenance and pathway management.
- Special procurements may not require standard contract-review process:
  - Confirmation with Contracts/Legal will occur.

**Board Direction:**

- Approved to move forward.

**13. Letter to the Oregon Department of Revenue Regarding Data Sharing**

-Steve Elzinga

**Summary of Presentation:**

- Context:
  - Polk county terminated its state data-sharing contract over privacy concerns.
  - Board previously requested legal review of Marion County's contract.
- Legal review findings:
  - Current Marion County contract does not present same privacy issues.
  - No identified breach or legal deficiency requiring contract termination.
  - A letter to state is not legally necessary but could be sent as a policy signal.
- Privacy concerns discussed:
  - Sharing of owner name and "mailing address" fields from Assessor data in bulk formats.
  - Data are functionally bill-to-date information for sending tax statements:

- Not necessarily authoritative ownership records.
  - Bulk release makes it easier for data miners to target property owners.
- Marion County practice:
  - Owner name and mailing address visible on a parcel-by-parcel basis.
  - Bulk release to data miners only through public records requests.
- Board discussion:
  - Prefer to limit mass dissemination and still comply with public records laws.
  - Support for charging appropriate fees to corporations and data-mining entities requesting bulk records, consistent with County policy.

**Board Direction:**

- Do not send drafted letter at this time.
- Direct Assessor and IT to:
  - Ensure corporate/data-mining requesters are charged reasonable public records fees consistent with law and policy.
  - Review and, if appropriate, adjust fee schedules to reflect staff time and value of bulk data.

**14. Board Session**

- **July 8, 2026 – Agenda**
- **July 15, 2026 – Draft Agenda**
- **July 22, 2026 – Draft Agenda**

-Commissioner Colm Willis

**Summary of Presentation:**

- Reviewed upcoming agenda.

**Board Direction:**

- Approved to move forward.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

**Commissioner Danielle Bethell**

- N/A

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

Other

**Fair Passes Request**

-Commissioner Danielle Bethell

**Summary of Presentation:**

- Request from Backbone (supporting youth navigating homelessness) for 8 fair passes/tickets.
- Group previously received passes in past years and is again requesting support.

**Board Direction:**

- Approved to move forward.
- Staff to help provide tickets.



## **Mailchimp/Gov Delivery Discussion**

-Rhett Martin

### **Summary of Presentation:**

- Health & Human Services request approval to use Mailchimp to send Community Health Improvement Plan (CHIP) newsletter:
  - More flexible and engaging than existing tools.
- County uses GovDelivery for many communications:
  - Including storytelling-style internal newsletters.
- Main concern is overall communications process and content:
  - Not which specific software tool is chosen.
- Questions raised:
  - Why a new tool is needed instead of leveraging GovDelivery.
  - How to avoid newsletters going to spam:
    - Which can be more prevalent with bulk email tools like Mailchimp.
- Decision should be part of broader communications strategy discussion involving others, not a standalone, tool specific approval.

### **Board Direction:**

- Approved to move forward.

**Adjourned** – time: 11:03 a.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White