County Commissioners
Colm Willis, Chair
Kevin Cameron
Danielle Bethell

Chief Administrative Officer
Jan Fritz

MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, October 20, 2026, 9:30 a.m. – 11:30 a.m.
Commissioners' Boardroom
Courthouse Square, 555 Court St. NE, Suite 5231
Salem, Oregon 97301

Attendance:
Commissioners: Colm Willis, Danielle Bethell and Kevin Cameron.
Board's Office: Chris Eppley, Matt Lawyer, Alvin Klausen, Jon Heynen, Trevor Lane, Toni Whitler, Jonathan Sanford, and Cameron Russell.
Assessor: Tom Rohlfing and Nate Combs.
Clerk's Office: Bill Burgess, Cailey Moe.
District Attorney's Officer: Brendan Murphy and Pami Guerra.
Health and Human Services (HHS): Carol Heard, Rachel Posnick and Heath Barker.
Human Resources (HR): Kathleen Bolen and Michelle Teed.
Legal: Steve Elzinga, Jennifer Rogers and Andrew Mittendorf.
Public Works (PW): Brian Nicholas, Scott Wilson, Ryan Crowther, Stephani Pulvers and Andrew Johnson.
Sheriff's Office: Undersheriff Jeremy Landers and Commander Jason Bernards.
Community Member: Melanie Zermer
Salem Reporter: Joe Siess

Commissioner Colm Willis called the meeting to order at 9:40 a.m.

Informational
1. Initial Board Review – Multiple Items

1.a. Aggregate for Chip Seals for the 2027 Marion County Chip Seal Program – Scott Wilson

Summary of Discussion:
PW requested approval to begin procurement process for approximately 10,000 tons of aggregate for the 2027 chip seal program. The program is expected to treat about 45 miles of road. Primarily in the McLeay Road area, at an estimated cost of $350,000 already budgeted.

Initial Board Review Outcome:
PROCEED – Return to Management Update.

Direction & Follow-Up:
Return to Management Update Before Board Session.
Task: Prepare contract and return it to Management Update.
Assigned To: Scott Wilson.

1.b. **Intergovernmental Agreement (IGA) Reinstatement with Oregon Department of Transportation (ODOT) for Federal Ferry Boat Program Funds** – Ryan Crowther

Summary of Discussion:
PW requested reinstatement of an expired IGA with ODOT for federal ferry boat program work. The IGA covers several ferry projects, including the nearly completed 3A project. Most costs to date have been reimbursed, at 80% of eligible costs.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT

1.c. IGA Reinstatement with ODOT for Scotts Mills Road: Butte Creek Bridge — Ryan Crowther

Summary of Discussion:
PW requested reinstatement of the ODOT right-of-way services IGA for the Scotts Mills Bridge. Staff said the IGA clarifies right-of-way roles and responsibilities and does not change project funding or schedule; the bridge is under Marion County jurisdiction, and the County is bearing the project cost.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT.

1.d. United States Department of Agriculture (USDA) Animal and Plant Health Inspection Services (APHIS) Wildlife and Bird Monitoring — Ryan Crowther and Stephanie Pulvers

Summary of Discussion:
The APHIS agreement supports bird monitoring for capital projects. Includes checking trees and bridges before work that could disturb migratory bird nests. PW also described wildlife management work. Primarily nutria removal to reduce drainage erosion and occasional beaver management to address flooding risks. Related wildlife-management spending is less than $5,000 annually.

Initial Board Review Outcome:
PROCEED – Administrative Approval.

1.e. Contract Extension with Best Pots (A&B Septic) Sewer Pumping Service for Brooks Community Service District — Stephanie Pulvers

Summary of Discussion:
PW requested a one-year extension of the residential septic-tank pumping contract for the Brooks sewer system. Costs are allocated to the district, and approximately $20,000 has been spent to date. Staff said the request was limited to one year rather than extending the contract for multiple years.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT.

1.f. Contract Extension with Universal Recycling Technologies for the Recycling of Electronics — Andrew Johnson

Summary of Discussion:
PW requested a one-year extension, through December 31, 2027, for electronics recycling at the North Marion Recycling and Transfer Station. Staff reported the contract was underspent, and extension required no additional funding. Commissioner Cameron requested information about materials collected, costs, and which materials generate revenue or expense.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT.
Task: Provide Commissioner Cameron with information on collected electronics, costs, and revenue- and expense-generating materials.
Assigned To: Andrew Johnson.

1.g. Contract Extension of SCS Engineers for Environmental Monitoring of Landfills - Andrew Johnson

Summary of Discussion:
PW requested a one-year extension through June 30, 2028. An additional $160,000, bringing contract total to $949,311.95. Allow SCS Engineers to complete updates to environmental monitoring plans for North Marion and Browns Island landfills. Staff noted that this work is separate from the Ash Landfill closure design.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT.

1.h. Grazing Agreement with D. Crowell to Graze Livestock Near Macleay Landfill Site - Andrew Johnson

Summary of Discussion:
PW proposed a no-cost grazing agreement for buffer land on north side of former McLeay landfill. Agreement allows a nearby resident to use the otherwise unmaintained land for grazing under a five-year term. With an option to extend for an additional five years.

Initial Board Review Outcome:
PROCEED – Administrative Approval.

1.i. Grazing Agreement with B. Douglas to Graze Livestock Near North Marion Landfill Site - Andrew Johnson

Summary of Discussion:
PW proposed a no-cost grazing agreement for the approximately 10-acre former landfill site near the North Marion Recycling and Transfer Station. Five-year agreement, with an option

for an additional five years. Would provide beneficial use of land and reduce County maintenance.

Initial Board Review Outcome:
PROCEED – Administrative Approval

1.j. Request for Solicitation for a New Refrigerant Evacuation - Andrew Johnson

Summary of Discussion:
PW requested permission to solicit a new contract for refrigerant removal and certification for appliances at the North Marion Recycling and Transfer Station before they are sent for recycling. Staff clarified that certain problematic appliances, including those containing ammonia, are handled separately by the hazardous waste contractor.

Initial Board Review Outcome:
PROCEED – Return to Management Update

Direction & Follow-Up:
Return to Management Update Before Board Session
Task: Develop the contract and return it to Management Update.
Assigned To: Andrew Johnson.

1.k. Hazard Tree Removal in Gates, Oregon -Brian Nicholas

Summary of Discussion:
PW proposed harvesting marketable timber from a seven-acre County parcel in Gates. Laminated root rot is expected to cause additional trees to die and become hazards. Timber revenue would help fund noxious-weed abatement, waterway permitting, and replanting. Commissioner Cameron noted parcel's potential for future housing and asked that replanting account for that possibility. Staff said planting would focus on the creek and use trees that could be thinned if development occurs.

Initial Board Review Outcome:
PROCEED – Return to Management Update

Direction & Follow-Up:
Return to Management Update Before Board Session.
Task: Develop the contract and return it to Management Update.
Assigned To: Brian Nicholas.

1.l. Reliance eHealth Collaborative Electronic Health Information Exchange Participation and Corresponding Agreements - Carol Heard and Rachel Posnick

Summary of Discussion:
HHS requested access to the Reliance eHealth Collaborative Information Exchange for communicable-disease investigations. Access would let team review existing provider records and lab results. Reducing phone and fax requests for records held by state correctional facilities. There is no cost to the County. The current request is to read existing records, with any future County data entry requiring a separate process.

Initial Board Review Outcome:
PROCEED – Board Session.

Direction & Follow-Up:
Board Session Placement – CONSENT.
Task: Proceed with the agreement and coordinate the subsequent IT review.

Assigned To: HHS.

2. Sole Source Approval for Aerial Imagery -Assessor Tom Rohlfing

Summary of Discussion:
The Assessor requested approval to proceed with a sole-source contract for aerial imagery. No challenges received to the County's notice. The planned work is expected to provide annual imagery, building outlines, and impervious-surface analysis to support PWs' special assessments. Commissioner Bethell requested a plain-language explanation of analysis and its potential effect on taxpayers' bills.

Direction & Follow-Up:
Board Session Placement – CONSENT.
Task: Send the board an explanation of the impervious-surface work and its purpose and potential effect on special-assessment bills.
Assigned To: Tom Rohlfing.

3. Permanent Drop Box Installation in Marion County-Clerk Bill Burgess

Summary of Discussion:
The Clerk proposed adding permanent ballot drop boxes. A 24-hour site near the west entrance of the courthouse and a site associated with Marion County Fire District 1. Discussed proposed courthouse location, security-camera coverage, permanent placement, funding, and timing of installation. Legal Counsel stated Fire District IGA still required work on liability language. County owns courthouse property, so a separate agreement for that site was not required.

Direction & Follow-Up:
Board Session Placement – ACTION.
Bring the item to the October 21st Board Session if the Fire District IGA can be completed.

Expedited Review – Requested:
Legal Counsel will attempt to complete the IGA discussions promptly. completion for the October 21st meeting was not guaranteed.
The courthouse ballot drop box may move forward. Commissioner Bethell requested that the proposed courthouse location be documented as secure and permanent.

Task: Finalize Fire District 1 IGA, addressing the liability language, for possible Board Session consideration.
Assigned To: Steve Elzinga.
Deadline/Timeline: October 21st Board Session, if ready.

Task: Identify and document a secure, permanent courthouse location for the ballot drop box.
Assigned To: Bill Burgess.

4. E-Recording Agreements - Clerk Bill Burgess

Summary of Discussion:
One-year e-recording agreement that renews annually. The language was being updated. Several e-submitter aggregators use the service and that another was interested in becoming a submitter.

Direction & Follow-Up:

Task: Arrange for Finance to discuss the e-recording agreements with the Board.
Assigned To: Finance.
Timeline: The following Tuesday.

5. Grant Agreement with ODOT for Sustained Driving Under the Influence of Intoxicants (DUII) Enforcement Marion County Sheriff's Office - Commander Jason Bernards

Summary of Discussion:
The Sheriff's Office presented a one-year, $177,466.73 ODOT grant, running October 2026 through September 2027. To support one dedicated DUI enforcement position. The grant includes a 25% in-kind match through regular traffic and DUI enforcement. Commissioners discussed collaboration with city agencies, DUI-related crashes, impaired-driving trends, and prosecution and victim communication. Impaired driving involves both alcohol and drugs, often in combination, but did not have specific data available.

Direction & Follow-Up:
Board Session Placement – CONSENT.

Task: Coordinate with enforcement staff and Carl on prior impaired-driving prevention and driver-behavior work.
Assigned To: Public Works.

Task: Provide information on impairment-related crashes and coordinate with the District Attorney's Office on prosecution and victim-communication issues.
Assigned To: Jason Bernards.

Task: Consider a data-driven discussion with local law-enforcement partners at a future public-safety update.
Requested By: Commissioner Bethell.
Timeline: Early 2027.

6. Contract with David Evans and Associates Inc. for Preliminary Engineering on Santiam Rail Trail - Ryan Crowther

Summary of Discussion:
PW presented a negotiated contract with David Evans and Associates for planning, surveying, environmental work, permitting, and conceptual design for approximately 6.2 miles of the Santiam Rail Trail, from the Naples Rest Area to Fishermen's Bend Park. The contract total is $807,071; staff described ODOT and other grant funding and said an ODOT IGA for federal funds was still pending. The work will consider alternative alignments and identify bridge and other infrastructure needs.

Direction & Follow-Up:
Board Session Placement – CONSENT.

7. Planning, Infrastructure, and Economic Revitalization (PIER) program Subrecipient Agreement for Mill City Pump Station Project - Brian Nicholas

Summary of Discussion:
Staff presented the final subrecipient agreement for the Mill City Pump Station project, following an earlier review. Staff said the agreement would allow the project to proceed.

Direction & Follow-Up:
Board Session Placement – CONSENT.

8. Consider Appointment of Erik Rasor for Re-Appointment to the Local Alcohol & Drug Planning Committee -Carol Heard

Summary of Discussion:
HHS requested Erik Rasor's reappointment to the committee as vice-chair for a three-year term through October 2029. His appointment had expired in the spring but he had continued serving. Staff also confirmed they would return before the current chair's term expires at the end of 2027.

Direction & Follow-Up:
Board Session Placement – CONSENT.
Task: Return with the chair appointment before the current term expires.
Assigned To: Health and Human Services.
Deadline/Timeline: Before the end of 2027.

9. Grant Amendment #1 with Oregon Department of Justice (ODJ) for 2025-2026 Victims of Crime Act (VOCA) & Criminal Fines Account (CFA) Non-Competitive -Pami Guerra

Summary of Discussion:
The amendment would extend the noncompetitive VOCA/CFA grant for one year at the same funding level. The grant supports positions in the Victim Assistance Office and District Attorney's Office. Commissioner Bethell requested geographic information about people served; staff said they would check whether the system could provide information by city or ZIP code.

Direction & Follow-Up:
Board Session Placement – CONSENT.
Task: Provide an update on people served and geographic information, if available.
Assigned To: Pami Guerra.
Deadline/Timeline: After the first of the year.

10. 2026 Project Joy Fundraising Campaign - Kathy Bolen

Summary of Discussion:
Proposed for November 16th through December 11th. Organization had lost a major donor and that a related car-museum fundraiser was planned for December 7th. Bolen said she would bring a Project Joy representative to an early-November Board Session and share the registration link with employees when available.

Direction & Follow-Up:
Board Session Placement – ACTION. As a presentation item. Placement noted for verification.
Task: Obtain registration link and attend the early-November Board Session with a Project Joy representative.
Assigned To: Kathy Bolen.

11. Brooks Water Tower Ribbon Cutting - Gary White

Summary of Discussion:
Staff discussed plans for the Brooks Water Tower ribbon cutting, scheduled for November 2 at 1:30 p.m. Commissioners favored a brief outdoor event without refreshments or access to the pump house. Staff planned to use the Brooks Water District email list and invite relevant district representatives.

Direction & Follow-Up:
Task: Send the announcement to the Brooks Water District email list and Brian Nicholas.
Assigned To: Shawnnell Fuentes.

12.Legislative Update-Alvin Klausen

Summary of Discussion:
Alvin Klausen presented the proposed 2026 Veterans Day proclamation, recognizing the 250th anniversary of the nation and veterans' contributions. Commissioner Bethell requested a future policy discussion on how and when County lights are changed for themed months.

Direction & Follow-Up:
Task: Send department heads an invitation encouraging employees to attend November 4th Board Session and Veterans Day observance.
Assigned To: Alvin Klausen.

Task: Schedule or bring forward a policy discussion on themed lighting.
Assigned To: Matt Lawyer

13. Board Session
- **October 21, 2026 – Agenda**
- **October 28, 2026 – Agenda Draft**

-Commissioner Colm Willis

Summary of Discussion:
Review of board session agendas.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATES</u>
Commissioner Danielle Bethell
- N/A.

Commissioner Kevin Cameron
- N/A.

Commissioner Colm Willis
- N/A.

<u>Other</u>
14. Books Water-System Cutover
– Brian Nicholas

Summary of Discussion:
Planned cutover from existing water pipe to new tank the following Tuesday. This will temporarily interrupt water service to affected users. Commissioner Bethell requested contractor be asked to complete the work overnight. Preferably before 5:00 a.m. to reduce

impacts on the school, Route 99, the fire district, and other users. Staff noted that the project had sufficient budget capacity if overnight work involved additional cost.

Direction & Follow-Up:
Task: Ask K&E to complete cutover overnight, preferably before 5:00 a.m., and confirm timing with affected users.
Assigned To: Brian Nicholas

15. Oregon Health Authority Rulemaking Update
-Commissioner Danielle Bethell

Summary of Discussion:
Commissioner Bethell reported that the public-comment period had closed. Providers had participated in a county-hosted discussion and submitted comments. OHA acknowledged County's petition and indicated it would respond by November 25th. OHA had not committed to resolving the County's concerns. Commission Bethell raised concerns about facility safety and potential effects on providers and people seeking services.

Adjourned – time: 11:30 a.m.
Minutes by: Mary Vityukova
Reviewed by: Gary L. White