



MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Summary Minutes

O R E G O N

**April 1, 2025. 9:30 AM**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Commissioners Board Room

## ATTENDANCE:

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

**Board's Office:** Alvin Klausen, Matt Lawyer, Toni Whitler, Trevor Lane, Chris Eppley, Skylar Stangeland, and Chad Ball.

**Legal Counsel:** Steve Elzinga.

**Sheriff's Office:** Nick Hunter.

**Business Services:** Geoffrey Bonney, Terry Stoner

**Public Works:** Brian Nicholas, Dennis Mansfield, Max Hepburn, Chris Einmo, Ryan Crowther, Lani Radtke, Stephanie Pulvers, and Ryan Wade.

**Finance:** Jeff White, and Laura Hambrecht.

**Community Services:** Paige Clarkson, Jacqueline Osborne

**District Attorney:** Paige Clarkson, Jaqueline Osborne

Commissioner Colm Willis called the meeting to order at 9:30 a.m.

## INFORMATIONAL:

### **1. Board Appointment of New Chief Medical Examiner Dr. Steven Fletcher, MD**

-District Attorney Paige Clarkson, Jaqueline Osborne

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

- Dr. Steven Fletcher proposed as new Chief Medical Examiner for Marion County.
- Extensive medical experience and practicing since 1984.
- Previously served as medical examiner for Polk, Benton, and Douglas Counties.
- Responsible for reviewing medical legal death investigations.
- Handles death certificates for unattended, natural, and potential suicide deaths.
- Part-time contractual position with critical county health responsibilities.
- Current physician Dr. Eliason retiring after extended service.

#### **Board Direction:**

- Defer final approval to next board session.
- Request comprehensive contract details for thorough review.
- Seek detailed explanation of recruitment and selection process.
- Clarify contract terms, duration, and compensation.

### **2. Proclamation Earth Day April 22, 2025**

-Ryan Wade, Stephanie Pulvers

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

- Annual Earth Day celebration for Marion County.
- The theme is "Get Outside".
- Focuses on encouraging community engagement with local natural environments.
- Includes month-long social media campaign.
- Promotional materials include charcoal gray t-shirts with event logo.
- Aims to highlight local recreational opportunities and natural beauty.

**Board Direction:**

- Approve proclamation for board session on April 16.
- Confirm t-shirt sizes and distribution.
- Support comprehensive community outreach strategy.

**3. Request for Town Hall Meeting for East Salem Service District**

-Dennis Mansfield

**Summary of Presentation:**

- Proposed meeting to discuss county service district operations.
- Topics include:
  - Service fee determination process.
  - Annual law enforcement updates.
- Potential venues:
  - Jan Rae Neighborhood Association meeting.
  - Dedicated town hall event.
- Initiated by advisory board member Cathy Rogers.
- Seeks transparency in local government operations.

**Board Direction:**

- Staff to coordinate precise meeting date and location.
- Confirm participation of key stakeholders.
- Ensure comprehensive community representation.
- Verify scheduling with commissioner calendars.

**4. Contract with Mid Valley Excavation, LLC. For Advisory Curve Signs Project at Various Locations**

-Ryan Crowther

**Summary of Presentation:**

- Comprehensive roadway safety improvement initiative.
- Total contract value is \$208,557.
- Fully county-funded project.
- Selection based on:
  - Curve speeds.
  - Average Daily Traffic (ADT).
  - Historical crash data.
- Aims to enhance road safety through strategic signage.

**Board Direction:**

- Approved to move forward.
- Request periodic safety impact assessment.

## **5. Contract with AKS Engineering & Forestry LLC for Santiam Canyon Parks Recovery Project Design**

-Kevin Thompson

### **Summary of Presentation:**

- Geotechnical examination for Niagara park site.
- Focuses on post-fire recovery and infrastructure assessment.
- Includes:
  - Surface and subsurface condition analysis.
  - Basic plan survey.
  - Safety evaluation of existing infrastructure.
- Funded through Oregon Watershed Enhancement Board (OWEB) grant.
- Supports ongoing canyon parks recovery efforts.

### **Board Direction:**

- Approve contract amendment.
- Place on consent agenda.
- Request detailed project timeline and scope.

## **6. Contract Amendment #1 with Crown Castle for Leasing Space for Communication Tower and Equipment**

-Dennis Mansfield

### **Summary of Presentation:**

- This is a 5-year lease agreement:
  - With five terms of five years each for a total of 25 years.
- Communication infrastructure at Public Works Silverton Road campus.
- Financial terms:
  - Five-year extension options.
  - Each extension comes with a 15% increase.
- Projected revenue for 25 years is \$787,000 over contract period.
- Provides critical communication infrastructure support.

### **Board Direction:**

- Approve amendment on consent agenda.

## **7. IGA with Mill City for North Santiam Sewer Project**

-Chris Einmo

### **Summary of Presentation:**

- This is a \$2.5 million ARPA funds reallocation.
- Original lift station plan obsolete due to infrastructure changes.
- Funds redirected to comprehensive sewer plant construction.
- Collaborative inter-jurisdictional infrastructure development.
- Funds came from Business Oregon:
  - No need to return funds.
- New amendment will be signed reflecting these changes.

### **Board Direction:**

- Approved to move forward.

## **8. Asphalt Concrete Pavement and CSS-1 Asphalt Tack Coat Supply Contract**

-Brian Nicholas

**Summary of Presentation:**

- Received two price proposals:
  - Not all suppliers sent in proposals.
- Received proposals from River Bend, Roy Houck.
- These contractors are used for Marion County paving operations.
- Multiple supplier agreements to ensure flexibility and ability to get work done.
- Pricing is similar.
- Purchase from the supplier that is conveniently located to the project.

**Board Direction:**

- Approved to move forward.

**9. Reconsider for Gating of Dieckman Lane**

-Brian Nicholas

**Summary of Presentation:**

- Grand Ronde Tribe's request to vacate public right-of-way.
- Estimated tribe costs is about \$20,000.
- The Marion County application fee is \$2,500.
- It will cost the county about \$7,000 to \$10,000 in staff time.

**Board Direction:**

- Proceed with the vacation process.

**10. Aggregate Materials Purchase Agreements for 2025-2027**

-Brian Nicholas

**Summary of Presentation:**

- Competitive procurement for road construction aggregate.
- Multiple suppliers to guarantee availability and pricing flexibility.
- Pricing is similar across all suppliers.
- Purchases are made on the product needed and the one closest to the project.
- Critical for ongoing county infrastructure projects.

**Board Direction**

- Approved to move forward.

**11. Board Session**

-Commissioner Danielle Bethell

**Summary of Presentation:**

- Overview of agenda

**Board Direction:**

- Agreeable with the agenda.

**COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE****Commissioner Danielle Bethell**

- N/A

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- N/A

Other**Alvin Klausen – Flow Control Bill**

- Counties maintain control and cities can't break away.
- Spoke to Brian May, who will be at the capital.
- Commissioner Kevin Cameron may participate.

**Board Direction:**

- Good with the update.

**Commissioner Danielle Bethell – House Bill 2467**

- Anne-Marie Bandfield requested to testify:
  - This is not necessary.
- Commissioner Bethell's testimony is similar.
- A Health Director should testify instead.

**Board Direction:**

- Commissioner Bethell will reach out to Ryan Matthews.

**Adjourned** – time: 10:04 a.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White