



Management Update summary Minutes

OREGON

April 23, 2024. 9:30 AM

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

ATTENDANCE:

Commissioners: Kevin Cameron, Colm Willis, and Danielle Bethell. Staff: Jan Fritz, Trevor Lane, Alvin Klausen, Lari Rupp, Ryan Batacandolo, Andrew Johnson, Carol Heard, Natalie Stone, Kelli Weese, Dennis Mansfield, Brian May, Wendy Zieker, Phoebe Barker, Susan McLauchlin, Conor Foley, Ryan Crowther, Brandon Stoyles, Chris Eppley, Phil Blea, Kelly Martin, Laura Sprouse, Jeremy Landers, Jeremy Schwab, Cody Hawkins, Jane Vetto, Chad Ball, Matt Lawyer, and Kathy Rogers.

Commissioner Kevin Cameron called the meeting to order at 9:30 a.m.

INFORMATIONAL:

Solid Waste Violation Case Code Enforcement 13005 Marion Rd SE

-Jeremy Landers, Jeremy Schwab, Brian May, Cody Hawkins

Summary of presentation:

- This is a long-standing case involving solid waste and RV habitation;
- The current case is from 2017 and has taken many Marion County resources;
- There are four open code cases dating back to 2002 at the same property and with the same owners;
- The property is large and completely filled with junked out vehicles and solid waste;
- Would like to move forward with cleaning it up;
- Marion County Legal Counsel has assisted in engaging the property owners through circuit court;
- All voluntary means of compliance have been used and ignored;
- The next step is pursuing receivership and forced property abatement;
- Have not been able to get on to the property:
 - Relying on roadside and aerial images.
- The estimated cost of getting the property to compliance is \$65,000 - \$80,000:
 - The scrap metal value brings the costs down.
- There is a judgement from a September circuit court case:
 - Given until January 15, 2024, to comply and there would be no fines; and
 - This did not take place.
- The receivership would be done through remedial contempt:
 - This is a motion and order filed with the court.
- Receivership allows the county to clean the property and record costs as a lien:
 - The property owners would still own the property.
- Will try to get an order allowing vehicle transfer so they can be removed:
 - The money made will be used to reduce the lien.
- Foreclosing would be more difficult and may not be an option in this case;

- Rights will be available on transfer not on foreclosing;
- There have not been any cases in Marion County with foreclosure on receivership;
- Previous cases had staff time recouped through the judgement, lien, and lien foreclosure; and
- Code enforcement fines go to the General Fund.

Board Direction:

- The Board of Commissioners (BOC) is good to proceed.

Contract for Timber Bridge Fumigation, Treatment of County Bridges with National Wood Treating Company

-Ryan Crowther

Summary of presentation:

- This is the process of adding an additive to a timber bridge;
- This reduces rot with chemicals and extends the life the bridges;
- A cannister is drilled each piece of timber that releases the additive over time;
- The bid is \$103,016.29 with National Wood Treating Company:
 - They have previously done this work for the county.
- This contract includes treating any wood on 27 bridges;
- At the conclusion of this contract all county bridges will have been treated in the last ten years:
 - This will then place the bridges on a treatment cycle reducing the number needing to be replaced.
- Typically, it is because of rot that timber bridges fall into disrepair; and
- There are different frequencies for different pilings:
 - This is all laid out in the contract.

Board Direction:

- The BOC is good to proceed.

Salem Keizer Recycling and Transfer Station Maintenance Closure Update

-Brian May, Dennis Mansfield

Summary of presentation:

- SKRTS has reopened;
- A three-week closure was projected:
 - The facility opened a week earlier.
- Republic Services was reimbursed up to \$1 million for services done;
- There is some small work left that does not impact customers using the facility;
- The facility is working as normal;
- About 18 percent of volume will be moved elsewhere;
- Notice of closure was done in the following ways:
 - Publications;
 - Reader boards along roadways;
 - Fliers; and
 - Traffic control measures on Brooklake Road.
- During the closure material was separated based on how it was brought in:
 - Hand unloading was directed to North Marion Recycling and Transfer Station (NMRTS); and
 - Tip trailers were directed to Marion Resource Recovery Facility (MRRF).
- Anticipated issues did not arise;
- The process worked out better than anticipated;

- Republic Services staffed the gate Monday to Friday, handing out fliers and directing individuals where to go instead;
- A few unanticipated benefits at NMRTS were the following:
 - Made individuals aware of NMRTS existence
 - It was used much more;
 - NMRTS is designed for hand unloading:
 - This project has shown that more can be processed if it is all hand unloading.
- An unexpected consequence was less out of county customers coming to NMRTS:
 - As tip trailers were not allowed during the project.
- Some benefits at MRRF were the following:
 - Traffic flow and volume was as planned;
 - No additional customer impacts;
 - Higher recoverable loads; and
 - Positive feedback from customers.
- SKRTS has high volume impact:
 - Shifting lift beds from SKRTS would reduce impact; and
 - Have better customer experience.
- Would like to further analyze and look at more data:
 - What would the shift look like with the current volume; and
 - Will then share data and impacts with the BOC in June.
- Will look at the impact of eliminating tilt beds from SKRTS and NMRTS;
- Assessing how much of tilt beds will stay at the MRRF on their own:
 - Will look at impacts during higher volume months.
- Tip trailers are \$107.45 a ton:
 - MRRF keep what is collected; and
 - SKRTS and NMRTS go to Marion County and Republic Services is paid for their work.
- Finances will also be analyzed.

Board Direction:

- The BOC is good to proceed with the analysis.

Prospective Contracted Services with Brooks Community and Fargo Interchange Service Districts

-Dennis Mansfield

Summary of presentation:

- Marion County Public Works (MCPW) provides services to the Brooks and Fargo wastewater and water systems;
- Matt Knudsen has been the systems maintenance supervisor and the stormwater supervisor for the last eight years
- Turnover in the wastewater system is significant:
 - During Mr. Knudsen's tenure he has hired 16 wastewater operators.
- Some reasons for turnover are as follows:
 - There are four levels of certification, and the county goes up to level two:
 - The County becomes a steppingstone to get to a higher level.
 - The system is different to what operators are used to:
 - Most systems are gravity fed and contact with raw sewage is minimal;
 - The county system requires direct contact with the raw sewage; and
 - Operators are told of conditions prior to hiring but once conditions are experienced, they leave.

- Mr. Knudsen requested a demotion, and he is now an Onsite Septic Specialist:
 - Due to stress and the inability to keep staff hindered achieving goals.
- Mr. Knudsen was the first individual to occupy the supervisory role:
 - Combining stormwater and sewer is a large and difficult mixture.
- An option is outsourcing the maintenance of the sewer system to a private firm:
 - The county would maintain the stormwater portion.
- The administrative support systems for operations are old and has many issues:
 - It is in line to be replaced; and
 - It is good at collecting data but retrieving information is difficult.
- Billing is calculated through an Excel spreadsheet:
 - This is done for all 300 customers.
- There are companies that can do this work and it will be researched by MCPW.

Board Direction:

- The BOC is good to proceed; and
- Commissioner Bethell is interested in seeing how the position will be broken apart.

Proclamation for National Nurses the week of May 6, 2024

-Carol Heard

Summary of presentation:

- National Nurses week is May 6 – May 12;
- This is to celebrate and recognize the nurses of Marion County;
- This will include all the nurses of Marion County; and
- The Sheriff’s Office Nursing staff was reached out to see if there is interest in participating.

Board Direction:

- Minor edit in the proclamation; and
- The BOC is good to proceed.

Proclamation for Mental Health Awareness Month of May 2024

-Kelly Martin, Laura Sprouse

Summary of presentation:

- This proclamation has been brought forward for about 12 years;
- Some of the things that will be done through the month of May include:
 - The theme is “Life is Better With You Here;
 - Signs of Hope; and
 - Created sensory kits with the Mid Valley Suicide Prevention Coalition:
 - Will be handed out to youth in Marion County.

Board Direction:

- The BOC is good to proceed.

Tobacco Prevention and Education Program Projects Update

-Conor Foley, Phoebe Barker, Susan McLauchlin, Wendy Zieker

Summary of presentation:

- Tobacco and Alcohol Retail Assessment:
 - Required by the Oregon Health Authority (OHA) for all local public health authorities receiving tobacco prevention funding;
 - Assessment was last done in 2018;
 - Assesses tobacco and alcohol advertisement placement in retail environments;

- The minimum requirement is assessing 20 percent of tobacco retailers if there are more than 50 tobacco retailers;
- Will work with Public Health students at Willamette University to assess all 326 tobacco/alcohol retailers in Marion County;
- This is not a secret operation and retailers are aware;
- This assesses what ads and products are in place;
- Willamette University has a new Public Health program:
 - Students will be trained before proceeding with assessments.
- Will go out in pairs with students;
- It is unobtrusive and observable;
- When previously done there were no negative interactions;
- Always identify who they are and what they are doing; and
- The assessment will take place in Spring 2025.
- Request for Proposal (RFP) for Targeted Tobacco Prevention Communication Project:
 - In 2022/2023 three community partners were funded to conduct tobacco prevention community readiness assessments;
 - Consistent data throughout was the lack of appropriate education materials regarding tobacco prevention materials for different communities;
 - Available printed materials from national organizations are targeted for a general audience;
 - Community partners funded through this opportunity are required to create two unique communication materials for tobacco prevention tailored to the community they work with;
 - There will be about three to five contracts awarded:
 - It will be an up to amount of \$10,000 each; and
 - The total funding will be about \$40,000.
 - There are various types of media options that can be done including:
 - Social media;
 - Brochures;
 - Commercials; and
 - Other printed material.
 - All materials must be approved by Marion County before being published:
 - This stipulation is noted in the RFP.
 - Will share evidence-based content knowledge with the partners;
 - Marion County will be the tobacco prevention experts;
 - Community partners will be relied on to be their community experts;
 - Marion County will be responsible for distribution;
 - The expectation is for a unique product to be created:
 - Meeting with community stakeholders and focus group to identify what will work best in their communities.
 - The key is partnering with those that know the community best:
 - Marketing agencies are not always experts in the communities they work in.
 - Marion County is able to distribute the products to be created;
 - Previously groups looked at where their community was regarding tobacco prevention messaging by doing the following:
 - Surveying their community;
 - Conducted focus groups;
 - Created an analysis;

- Shows what messaging would be effective;
- Recommendations are made; and
- Community focus groups were shown recommendations.
- Hoping community partners can create effective materials for the county;
- CTEC students created video projects; and
- Will reward to most competitive applications.

Board Direction:

- Tobacco and Alcohol Retail Assessment:
 - Will send a reminder e-mail to the BOC once the assessment starts;
 - Rework scope and re-release if a small number of applications are received;
 - Send the BOC created materials before they are released; and
 - Will send summaries of last few projects.

Santiam Rail Trail, IGA for Project Funding with Oregon Business Development Department

-Lari Rupp, Kelli Weese

Summary of presentation:

- This for \$2 million in incoming funds for the Santiam Rail Trail:
 - This is a pedestrian and bike trail from Maples Rest Area to downtown Gates that is 1.5 miles long.
- The initial contract is for \$650,000:
 - This is for design consultant procurement.
- After right-of-way acquisition, the contract will be amended for the \$2 million;
- Oregon Business’s policy for construction projects is allocating all funds when it is fully designed:
 - The initial was to be \$390,000 but it was negotiated up to \$650,000.
- The original intent was three bridges along the path:
 - It was scaled back as a grant was not received from the Oregon Department of Transportation; and
 - The path is now along the right-of-way and towards the highway.
- The cost breakdown is as follows:
 - Engineering and permitting will be about \$650,000;
 - Marion County administration fees will be about ten percent; and
 - The remainder will be for construction.
- A bridge would be about an additional \$1 million:
 - There could be up to three bridges.
- The trail will be along the rail;
- After IGA approval a request for proposal (RFP) will be done for design; and
- Working with MCPW on the RFP draft.

Board Direction:

- Cost difference of both options to be brought to the BOC:
 - With and without a bridge.
- The BOC is good to proceed with this item on consent; and
- Will send communication details with Oregon Business to Commissioner Bethell.

GK Machine, Inc. Rural Industrial Property Tax Exemption Application

-Kelli Weese

Summary of presentation:

- Application came in January;
- Originally applied for \$26 million:

- This is \$1 million over the cap.
- Changed to \$25 million and requested additional applications for additional phases:
 - Confirmed that multiple applications are fine if it is not for previously done exemptions.
- The program has been restarted after sunset;
- May at a future time request for the additional \$1 million:
 - This request was for equipment; and
 - Might come in six months to a year later.

Board Direction:

- The BOC is good to proceed.

Amendment to Contract with Plante Moran (ERP Consultant) to Add Change Management Services

-Jeff White

Summary of presentation:

- A change management plan is part of the contract:
 - Helps employees deal with the changes.
- Statistically large component of system implementation failure due to employee unreadiness;
- The amendment adds \$305,000;
- Some of the things that will be done include:
 - Individual training;
 - Trained individuals become ERP spokespersons;
 - Training videos for self-study;
 - Take processes and create new mock-up processes in the system;
 - Take a team that uses said process to use the new mock-up; and
 - Train individuals within departments to be change advocates.
- Ensure that individuals use and understand the system that will benefit the county:
 - Prevent individuals from bypassing and using old systems.
- The changes will effect all employees at different levels; and
- This amendment allows the contractor to help engage all employees for preparedness and acceptance.

Board Direction:

- The BOC is good to proceed on consent; and
- Can provide a tour of the self-learning modules.

Board Session Agenda Review

-Kevin Cameron

- Overview of agenda;
- Adding Parole and Probation deputies that did a market review; and
- Public Hearing may be long.

Board Direction:

- Parole and probation market review:
 - Commissioner Bethell would like to see this.
- Public hearing:
 - Owner stated all raised issues have been addressed;
 - Commissioner Bethell would like the Sheriff's Office to also review and sign-off on parking; and
 - The sheriff's office presence will be at the hearing.
- The BOC is good to proceed.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

OTHER

Ryan Crowther and Brandon Stoyles – Lancaster Drive Project

- Reconstructing sidewalks and repaving;
- There have been issues during construction:
 - Change orders;
 - Unlocated utilities below ground; and
 - Realignment storm pipes.
- Negotiating final change orders with the contractor:
 - They are going over the 25 percent threshold;
 - It will need to be brought to the BOC; and
 - Needs to be done quickly for things to be back to normal for residents.
- The change order is \$806,906:
 - A quarter is one dig out in front of a dialysis clinic:
 - It must be done at weekends and at nights, making it overtime.
- The original contract is \$1,860,729 with Roy Houck Construction:
 - The next lowest was Brown Contracting at \$2,500,999; and
 - The change orders keep the contract lower than the second lowest bid.

Alvin Klausen – Legislative Update

- NW Natural letter of support from the BOC:
 - Asking the Public Utility Commission to increase their line extension fee:
 - Currently it is a flat fee of eight dollars a month; and
 - The increase would be \$10 a month for current customers and single-family homes built after November 2024 would be \$26.25 a month.
- Oregon Department of Revenue:
 - Hosting a foreclosure surplus work group;
 - HB 4056 asks for the work group;
 - Will come up with solution for the 2025 session;
 - Scott Norris, Legal Counsel, is part of the work group; and
 - Asking for county data on foreclosure surplus.

Board Direction:

- NW Natural Letter:
 - The BOC will not sign a letter of support; and
 - If they have valves go up the canyon then a letter will be signed.
- Oregon Department of Revenue:
 - Mr. Norris to handle the foreclosure surplus data.

Adjourned – time: 10:42 am

Minutes by: Mary Vityukova

Reviewed by: Gary L. White