



Management Update Summary Minutes

OREGON

August 27, 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, Matt Lawyer, Trevor Lane, Shawnell Fuentes, Jon Heynen, Alvin Klausen, Brian Nicholas, Dennis Mansfield, Phil Blea, Toby Giddings, Kevin Thompson, Scott Wilson, Gary Christofferson, Sherry Linter, Holly Steele Haselton, Amy Vandegrift, Kat Mullins, Aryn Walker, Katrina Griffith, Kelli Weese, Denise Clark, Lari Rupp, Skylar Stangeland, Scott Norris, Gary White, Chad Ball, and Kathy Rodgers.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

1. Fair Board Member Residency Exception for Brandi Crandall

-Kelli Weese

Summary of presentation:

- Ms. Crandall has moved to Yamhill County;
- ORS states that fair board members must reside in the county but there is an exception for one member to reside in an adjoining county;
- Ms. Crandall has been on the board since 2013 and has been serving as Treasurer:
 - This is a reason why it would be good for her to continue on the board.
- Fair board members are bonded, and she is able to handle cash and be main point of contact for revenue;
- Ms. Crandall is willing to stay on as a key volunteer if she is not able to stay on as a board member:
 - Would not be able to serve as Treasurer in this capacity.
- There is currently one opening on the fair board.

Board Direction:

- The board of commissioners (BOC) are good to proceed.

2. 2024 Marion County Fair Preliminary Results

-Kelli Weese, Denise Clark

Summary of presentation:

- The Marion County fair was July 11th to 14th;
- Everything was clean and well presented;
- There were no medical emergencies;
- The revenue results are still preliminary;
- The 2024 fair was down 13 percent in revenue from the previous year:
 - Likely because of the heat; and
 - It was around the 90's

- Vendors stated that all events have been down about 20 percent;
- Revenue is higher than what it was in 2019; and
- There will be a work session schedule with the BOC and the fair board in the fall.

Board Direction:

- The BOC is good to proceed.

3. Contract with Cascade Sound for Fair Sound, Stage & Lights

-Kelli Weese

Summary of presentation:

- The company provides the stage, lights, required equipment and the labor to install and upkeep throughout the fair;
- A Request for Proposal (RFP) was done in the spring:
 - There were two proposals received:
 - Cascade Sound; and
 - Carlson Sound and Light.
- Subcommittee of the fair board reviewed and unanimously approved moving forward with Cascade Sound;
- Fair board recommended to move forward with Cascade Sound during their June meeting;
- RFP was set for a five-year contract:
 - During internal review it was noted that the BOC prefers a three-year contract.
- The costs go up each year:
 - The total cost for five years is \$178,365.
- The five year and three-year contracts both have an opportunity for a two-year extension;
- Cascade Sound previously contracted with Ingalls and Associates, since the pandemic; and
- This is the first procurement since before the pandemic.

Board Direction:

- The BOC is good to proceed with a three-year contract with the option to extend for two years.

4. Letter of Support for Mill City Falls Raft Access Project Grant Application

-Lari Rupp

Summary of presentation:

- Resilient Headwater Coalition is applying for a grant with the Oregon State Marine Board;
- The request is for \$30,000 with a \$20,000 match from other sources;
- Grant will be used for improvements at Mill City Falls:
 - Permitting for improvements at the raft takeout at Hammond Park below the bridge;
 - Currently the takeout is steep and eroded;
 - Raft use is concentrated in the swimming and fishing area; and
 - Improve the path, add raft railing, clear the riverbank of invasive species.
- This is the first step for the long-term vision of connecting Hammond Park to Mill City Falls;
- The letter of support does not obligate the county financially or labor wise to be a profit partner in the project:
 - Just states that community support is given.

Board Direction:

- The BOC is good to proceed.

5. Consider the Appointment for Marion County Parks Commission

- **Bryan Hall**
- **Dan Handel**

-Kevin Thompson

Summary of presentation:

- This was previously discussed, and the BOC asked for more information and time for consideration; and
- There are currently three vacancies.

Board Direction:

- The BOC is good to proceed with Mr. Hall at this time.

6. Purchase Order for Dick Hannah Chevrolet for Four Chevrolet Silverados

-Michael Pierce

Summary of presentation:

- Part of the annual light duty fleet replacement process;
- Go through the fleet twice a year:
 - During budget time a point system is used to determine replacement:
 - Maintenance costs;
 - Mileage;
 - Age of vehicle; and
 - Reliability.
 - Then again at the beginning of the fiscal year.
- Ordering banks are opening and there will be a few more requests coming;
- This is for four trucks using the Oregon State Pricing Agreement;
- The total is \$145,074.18;
- All four vehicles are going to Marion County Public Works; and
- This is a budgeted item.

Board Direction:

- The BOC is good to proceed with the item on consent.

7. Purchase Order for Pape Machinery, Inc., for a Hydraulic Excavator

-Scott Wilson

Summary of presentation:

- This is the Gradall model;
- This is a 6 by 4 with three axels;
- Has four-wheel drive capabilities;
- Vehicle has the capability to reach job sites without a trailer;
- Has various configurations for the boom, and has the ability to get too hard-to-reach spots;
- Increases flexibility and response times;
- The total amount is \$575,061.75 and is awarded through the Sourcewell Cooperative;
- Purchase is budgeted
- This is essential to replace current equipment that has surpassed its lifespan:
 - Current equipment was purchased in 2001.

Board Direction:

- The BOC is good to proceed as an action item.

8. Contract Amendment 2, ARPA – Brooks-Hopmire Drinking Water Improvements

-Brian Nicholas

Summary of presentation:

- Removed from the agenda as there is more work to be done on the amendment.

Board Direction:

- N/A

9. Overview of Community Status Assessment and Community Partner Assessment

-Katrina Griffith, Aryn Walker, Kat Mullins

Summary of presentation:

- The assessment is done every five years alongside community partners responsible for conducting community health assessments;
- Focus is on conducting community health assessment:
 - Made up of three assessments.
- The three assessments make up the Community Health Assessment (CHA) and are as follows:
 - Community Status Assessment (CSA):
 - Done in January to March of 2024;
 - Focuses on data, demographics, health status and inequities of Marion and Polk counties;
 - Looks at things that can be measured and quantified;
 - Several hundred indicators were looked at:
 - Prioritized by percentage of population effected.
 - Community Partner Assessment (CPA):
 - Identify skills, capacities, and strengths of community organizations;
 - Done from April to June of 2024;
 - Focus on qualitative and quantitative methods;
 - Two day, in-person event:
 - 47 organizations participated in discussion; and
 - Sent survey which had an 86 percent response rate.
 - Community Context Assessment (CCA):
 - Bring perspective of community's voice;
 - Focus groups, listening sessions, surveys;
 - Started in July and is ongoing;
 - Community input session is completed:
 - There were five completed; and
 - There were several focus groups.
 - Led by Willamette Health Council;
 - Survey had 1,923 responses:
 - 50 percent improvement from the 2022 survey.
- A few results of the Community State Assessment are as follows:
 - These numbers are compared to the previous numbers from 2018:
 - Alcohol related deaths increased;
 - Violent crime offenses increased;
 - Obesity increased;
 - Opioid overdoses increased;
 - Over mortality increased;

- Homelessness increased;
 - General and specialized providers increased;
 - Annual check-ups increased;
 - Overall suicide mortality decreased;
 - Suicide related behaviors decreased;
 - Overall cigarette smoking decreased; and
 - Cancer rates decreased.
- Assessments began in 2008, and the current style of assessment began in 2014;
 - Data from the 1900s regarding maternal mortality was found;
 - Previous mortality data during covid had underlying conditions listed;
 - Current mortality data specific to demographic data does not have underlying conditions;
 - Marion County's birth rate has been decreasing;
 - The homelessness rate comes from the point in time count:
 - There are reliability concerns with this data.
 - Accidents is the top third cause of death in Marion County:
 - Motor Vehicle Accidents (MVA) are a big cause.
 - Next step is the comprehensive community health assessment:
 - This puts all this data together.
 - October through January items that show up in all three assessments will be identified.

Board Direction:

- Ms. Griffith to send list of community partners that attended the event;
- Mr. Walker to send the birth rate and date on the top five causes of death in Marion County; and
- Schedule a work session to discuss further.

10. Recovery Month Proclamation

-Phil Blea

Summary of presentation:

- Recovery month is in September and was established in 1989;
- Looking to bring public knowledge to recovery efforts in the community; and
- Individuals with lived experience are coming to the presentation.

Board Direction:

- Invite community partners to the presentation and participate in it; and
- The BOC is good to proceed.

11. Proclamation for 2024 National Voter Registration Day

-Alice Laviolette, Amy Vandegrift, Holly Steele Haselton

Summary of presentation:

- National Voter Registration Day is September 17, 2024:
 - Nonpartisan civic holiday;
 - Dedicated to celebrating the right to vote;
 - Encouraging the community to register to vote, if eligible; and
 - Check their current registration for accuracy.
- Endorsed by the following:
 - National Association Secretaries of State;
 - National Association of State Election Directors;
 - US Election Assistance Commission; and
 - National Association of Election Officials.

Board Direction:

- Share at board session how individuals can check their registration;
- Share at board session for individuals to sign up for ballot tracking; and
- The BOC is good to proceed.

12. Contract Amendment 1, with Dell Marketing LP

-Gary Christofferson, Toby Giddings

Summary of presentation:

- Entered into contract with Dell to purchase all Microsoft products:
 - Provided 365 licensing; and
 - Have added several services over the years.
- This is a price agreement that allows purchase of Microsoft products at a predetermined rate;
- Since the initial Purchase Order (PO) three products have been added:
 - Azure which is a storage cloud;
 - Unified Support which allows contacting Microsoft for support related to 365;
 - Defender for Servers which identifies vulnerability in our environment:
 - That is a requirement for the Criminal Justice Information System.
- Detail the number of licenses consumed by each department at the end of the year:
 - Bill each department to pay what they consume; and
 - Billed monthly and in June reconcile what was spent actually.

Board Direction:

- The BOC is good to proceed with the item on consent.

13. Beech Street Commons Signage

-Matt Lawyer

Summary of presentation:

- Request from Jason Icenbice at the MC Housing Authority, the housing authority is a minority partner in the Home First Green Light Development:
 - Now called Beech Street Commons in Mills City.
- Currently creating waitlist for people to move in:
 - Anticipated move in date sometime in November.
- Beech Street Commons requested to put a sign on a 3.3-acre property owned by Marion County:
 - It is parallel to Highway 22.
- Marion County sign code allows for up to a 32 square foot sign to be on our property;
- It is outside of the city limits, and Mill City sign codes do not apply;
- This is a wildfire preference apartment.
- The request is for large one sign; and
- There may be flag signs to help find the entrance.

Board Direction:

- The BOC is good to proceed.

14. Constitution Week Proclamation

-Gary White

Summary of presentation:

- Proclamation to designate the week of September 17-23, 2024, as Constitution Week in Marion County;

- This week is observed nationally; and
- The proclamation will be issued to the National Society Daughters of the American Revolution Chemeketa Chapter.

Board Direction:

- The BOC is good to proceed.

15. Board Session Agenda Review

-Commissioner Kevin Cameron

Summary of presentation:

- Overview of agenda.

Board Direction:

- The BOC is good to proceed.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- Met with Keizer city councilors, city manager and Marion County economic development team:
 - Discussed application for Community Prosperity Initiative (CPI) funding, which was insufficient;
 - New application will be submitted;
 - BOC should get update on overall Keizer Rapids Park Master Plan.

Commissioner Kevin Cameron

- Association of Oregon Counties (AOC) State Forest Trust Lands meeting:
 - About revenue from forest trust lands;
 - There will be a bill written to give all trust lands back to the counties; and
 - Will be a meeting and will attend to represent Marion County.
- Mid-Willamette Valley Council of Governments legislative meeting.

Commissioner Colm Willis

- Met with Soaring Heights:
 - Looking to purchase house in Keizer;
 - Marion County gave \$450,000;
 - Home is about \$1.2 million; and
 - It is a ten-bedroom home.

OTHER

Matt Lawyer – Latter Day Saints (LDS) Church Work Session

- Discussed volunteer opportunities and projects;
- An individual is working with Mr. Thompson to put together a project;
- Minto Park project to help open it in the fall; and
- Mr. Thompson is working with his team to ensure there is enough support staff.

Board Direction:

- The BOC is good with the update.

Alvin Klausen – Oregon Delegation Federal Emergency Management Agency (FEMA) letter

- Forwarded this letter to the BOC;
- There are no republicans on it;
- Reached out to Congresswoman Lori Chavez DeRemer's office:
 - They were not asked to join the letter; and
 - Mr. Klausen working with her staff to draft a letter for her to send independently.

Board Direction

- The BOC is good with the update.

Adjourned – time: 10:41 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary White