



# Management Update summary Minutes

OREGON

**May 16, 2023. 9:30 AM**

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

## ATTENDANCE:

Commissioners: Colm Willis, Danielle Bethell, and Kevin Cameron Staff: Matt Lawyer, Chad Ball, Gary White, Scott Norris, Camber Schlag, Debbie Gregg, Chris Eppley, Ryan Matthews, Alisa Zastoupil, Rhett Martin, Carol Heard, Chris Einmo, Ryan Crowther, Paige Clarkson, Lani Radtke, Brian Nicholas, Alvin Klausen, Jessica Stanton, Jon Heynen, Shawnnell Fuentes and, Kathleen Zaragoza.

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

## INFORMATIONAL:

### **Legislative Update:**

-Alvin Klausen

### **Summary of presentation:**

- District Attorney – Paige Clarkson – HB 2405;
  - Requires that court dismiss charges involving orders of commitment due to the defendant lacking fitness to proceed and also order transport of the defendant back to the jurisdiction in which charges were initiated;
  - Disability Rights Oregon (DRO) has highjacked the bill;
    - A concern about the lack of services in the county to which they will go;
  - The bill has a simple and specific purpose being changed into something that it was never intended to be;
  - Representative Diehl (who created the bill) will either;
    - Leave the bill as is;
    - Or pull the bill;
      - Currently waiting on DRO to see if it is sufficient for them;
  - Senator Prozanski committed to voting for the bill;
    - Only if Senator Thatcher comes in and votes;
- Highlighted bills that could have movement if the senators come back in;
- Pac/West Update attached.
- State Revenue forecast will come in this week, and we will see movement of all the bills in ways and means rules and revenue;
  - Friday is the 2<sup>nd</sup> chamber deadline;
- Jane Vetto - Mossman Joint Jurisdiction Letter;
  - Marion County letterhead with logos from all cities and counties;
  - Asked Salem and Keizer to sign on to it;
- Letter of Support to Office of Resilience and Emergency Management (OREM);
  - Director Edwin Flick spoke to Jan Fritz who asked for a letter of support and;
  - OREM is trying to expand the office in case of emergencies.

**Board Direction:**

- HB 2405 – the BOC is ok for it to die and won't call Senators to come in to vote;
- Mossman Letter – include as many cities and counties as able to. Include Marion, Polk, Yamhill, and Linn Counties first;
  - Yamhill meets on Thursday;
  - Polk meets on Monday;
  - Linn meets today;
  - Ask Commissioner Ben West of Clackamas to carry it;
  - Send to all elected officials of this year and;
- OREM Letter – would like equal access to each county and to expand equally and;
- Send Kirby a card of congratulations.

**Detroit/Idanha Commercial Septic Grant Program**

-Brian Nicholas, Chris Einmo

**Summary of presentation:**

- Septic program was launched last week;
- A good amount of people have scheduled the first consultation;
- Few are interested in cluster systems;
  - This will be done case by case;
  - Multiple properties are served by a single septic;
- Planning on monthly updates – either in writing or at management update;
- The program is set up to pay for any expense related to septic systems;
  - Design;
  - Permitting;
  - Installation;
  - Not maintenance;
- If recipients have questions, Chris Einmo can help explain the program further;
- Contractor Keller has a surveyor on the team and can provide more support;
- Meeting with Oregon Department of Transportation today at noon;
  - Discuss the strip easement on Oregon 22 right-a-way;
  - Owners' septic systems that were encroached on the highway right-a-way;
  - Meeting to obtain easements for each property that front the highway and;
    - 30-foot easement from property corner to property corner.

**Board Direction:**

- The BOC is good with e-mail updates and;
- Cluster recipients to be advised on management and the need for an association.

**Commissioner Willis Excused Himself and requested that Vice-Chair Commissioner Cameron take over the meeting.****Professional Engineering & Related Services Contract with Harper Houf Peterson Righeliis (HHPR), Inc., Regarding American Rescue Plan Act (ARPA) Improvements on Central Street in Gates**

-Ryan Crowther

**Summary of presentation:**

- Roadway project on Central Street;
- \$600,000 for roadway improvements;
- HHPR is on board. A scope and fee have been negotiated;
- There is tight timeline – the city wants to have construction completed by next June;

- Per HHPR, if everything is under contract, they can quickly begin pulling permits.
  - Draft plans;
  - Work through the process;
  - Get permits;
  - Go to bid this fall;
- Biggest cost of the contract is doing a detailed survey of Central Street;
  - Right-a-way is complicated;
  - Will bring in their expert surveyors;
  - Will retrace where the right-a-way is and where the private property is;
- Will work just within the County's right-a-way;
- There are many contingency tasks in the contract;
- A contract amount of \$436,000 for the \$600,000 project;
  - \$190,000 of it is contingency tasks that may be needed;
    - Nothing must be renegotiated and brought back to the BOC;
- The project is for sidewalks, enhanced crossing, and ornamental lighting;
- This project will be the front edge of the commercial district and;
- Consultant will help with public outreach as it is built in the contract.

**Board Direction:**

- Talk to the Gates city council and those part of the coordination effort.

**Abiqua Road Slide Repair**

-Ryan Crowther

**Summary of presentation:**

- Landslide has developed on Abiqua Road near Briar Knob Loop;
- The Landslide first started developing about a year ago;
  - Very slow-moving slide;
  - Was stabilized temporarily;
  - Working on contract for the summer to do some revetment;
  - Geotech has done a study and developed a concept to stabilize the slide;
- About two months ago a location 90 feet away began to move;
  - Same slide complex;
  - Same failure mechanism;
  - Moving quicker;
  - Geotech recommended not trying to temporarily stabilize the slide;
    - Instead restrict vehicles from using that lane;
  - Has dropped about a foot;
  - Have cones out, working with the traffic department, and have signs stating one-way road;
- Abiqua Road is a dead-end roadway;
- There are about 30 residents behind the slide and unable to close the road;
- Working through the next steps;
  - Geotech engineer to see what is going on;
  - Developing final report currently;
  - Looking at contracting options;
  - Potential declaration of emergency;
    - To facilitate moving into the contracting process for this summer;
- The slide is caused by groundwater so the fix must be done in the summer when the ground is dry;
  - Have a window until about October;
  - If the window is missed would have to wait until next summer;

- First location estimated cost was \$600,000;
- New location may double in cost;
  - Very preliminary cost estimate
  - Currently no survey of the new area;
- Closure is signed but at the east end there is a tight turn with no sight distance;
  - Traffic needs to slow and creep around the corner as they enter the lane;
    - Have received a few complaints this spring;
- Slide is actively moving and is water driven so do not want to go into the winter;
- Will come to the Board for a request for an Emergency Declaration;
- Would like something more visible than what is currently in place for the winter;
  - This could cost \$80,000 would rather put that into fixing the slide;
- 30 residents are aware of the process as letters were hand delivered and;
- Stone Buttress will be put in and will be in place forever.

**Board Direction:**

- Look into safety mirrors
- The BOC is good to proceed.

**Local Alcohol and Drug Planning (LADPC) Appointment Recommendations**

- -Josh Lair, Chair
- -Eric Rasor, Vice Chair

-Carol Heard

**Summary of presentation:**

- Seeking approval for Josh Lair as Chair and Eric Rasor as Vice Chair of LADPC;
- Due to the retirement of the previous chair on May 4<sup>th</sup> the committee made nominations and voted;
- Josh Lair;
  - Current Vice Chair of the committee;
  - Served since 2021;
- Eric Rasor;
  - Has served since the spring of last year;
- Currently there are 5 committee members. There are a few vacancies and;
- Both nominees are interested in attending the approval.

**Board Direction:**

- The BOC is good to proceed.

**Electronic Health Records Timeline and Deliverable Update**

-Rhett Martin, Jesse Clements

**Summary of presentation:**

- Approximately 15 business days before the June 7<sup>th</sup> deadline;
- Change Requests;
  - Total of 63 approved;
  - 51 have been closed and accepted;
  - 12 remaining and actively being worked on;
- Project Ticket Summary;
  - Bugs and glitches found to be fixed;
  - Behavioral health has more users so there is more strain on the system;
- Overall trending well;
- Working to have everything completed by June 7<sup>th</sup>;
  - Not sure if on June 7<sup>th</sup> will status change to "Waiting for Customer";
- After June 7<sup>th</sup> there will be ongoing support and maintenance and;

- There will be time to validate changes and make sure that they work.

**Board Direction:**

- The BOC is good with the update.

**Economic Development Strategic Plan – Proposed Consultant Selection**

-Kelli Weese

**Summary of presentation:**

- Created Request for Procurement (RFP) for the Economic Development Strategic Plan;
- Current plan expired in 2022;
- Looking at the next 5-year cycle;
- Would like to offer a recommendation to select Better City in the amount of \$65,940;
- Phase One;
  - Community outreach;
  - Stakeholder feedback;
  - Demographic economic industry analysis;
  - Work session with the BOC to share and get feedback;
    - Priorities and direction;
  - Create strategy;
  - Work session with the BOC to share results;
  - Timeline of six months;
- Drafting questions and a survey to give to the community and;
  - Will have stakeholder interviews.

**Board Direction:**

- Send questions to Jessica Stanton before they are sent out and;
- The BOC is good to proceed.

**Transitional Housing and Homeless Resource Center Budget Adjustment Request – City of Silverton**

-Debbie Gregg, Camber Schlag, Kathleen Zaragoza (on the phone) City of Silverton

**Summary of presentation:**

- The City of Silverton submitted an application for a transitional housing center;
- The BOC awards \$250,000 of ARPA funds;
  - For modular and utility connections;
- Sheltering Silverton has received a grant and modular is no longer needed;
- Silverton requested to have a revised budget line item;
  - Waterline extension - \$200,000;
  - Fencing around the property - \$28,100;
  - Land Preparation and structure removal - \$10,000;
  - Electric for pallet shelters - \$10,000 and;
- Same allocation of \$250,000 funding different line items.

**Board Direction:**

- The BOC is good to proceed and;
- Jessica Stanton – would Commissioner Willis like this presented at the Board Session?

**2023 Marion County Fair Board Session**

-Jessica Stanton, Gary White

**Summary of presentation:**

- Trying to confirm the schedule for Board Session on July 6<sup>th</sup>, Thursday;
  - The BOC is only available from 10 am to 12 pm;
- Coordinating with all interested parties;
- The 4H group stated they would like to have the board attend the welcome at 8 am for 4-H and FFA students;
- Proposed plan;
  - 10:00 am - Opening ceremony with BOC and fair board;
  - 10:15 am - Board session;
  - 11:30 am - Wrap up board session;
  - 11:45 am - Marionberry pie judging;
- The Volunteer Awards will be part of the board meeting and;
- Need a set schedule so plans can be made and coordinated.

#### **Board Direction:**

- Coordinate if Commissioner Bethell is to be part of Greeters on Friday morning;
- The BOC is good with the schedule and;
- Follow up with the 4H host to coordinate what is needed and expected.

#### **Food/Produce Peddler Complaint**

-Commissioner Bethell

#### **Summary of presentation:**

- Received an e-mail a couple of weeks ago;
  - The second complaint from E.Z. Orchards, John Zielinski;
- There is a vendor selling whole, uncut fruit;
- Environmental Health licenses restaurants – food for immediate consumption not food for retail;
  - The vendor falls under the retail category;
- Food for retail would be licensed by the Oregon Department of Agriculture;
  - They are not licensed because they are under \$2,000 a month;
  - If there are sanitation issues, there are actions that can be taken;
- E.Z. Orchards would go to the Oregon Department of Agriculture for complaints;
  - No guarantee that anything would be done;
- Let two representatives know that this is a problem on many street corners;
- Spoke with Sergeant Olson and he stated that vendors are on many County roads;
- Looking for support from the BOC to be able to work with Legal and the sheriff's office to draft an ordinance to move them off County roads
- Many vendors are impacting farmers' businesses;
- The sheriff and code enforcement could regulate if the ordinance is broad and;
- Consider vendors causing traffic safety issues as some block the side of the road.

#### **Board Direction:**

- The BOC is good to proceed and;
- Work with Lani Radtke to include traffic safety issue vendors.

#### COMMUNICATIONS UPDATE

-Jon Heynen

#### **Summary of presentation:**

- Marion County Today;
  - Drafts for articles sent to the BOC;
  - Flyer for the Marion County Fair;
  - 4H Youth Wage Grant Program included;
  - Edits to be done by the end of this week;

- Two-week window built in if more time is needed;
  - Working to make sure on track for contracting
  - Final design done by June 9<sup>th</sup>;
  - Mailed by June 23<sup>rd</sup>;
- Marion County Reentry Initiative (MCRI);
  - Meeting scheduled with Melissa Pola;
    - For story and video preparation;
  - Will reach out to two other interviewees;
    - After can map out when to rent equipment from Capitol Media;
- GoGov;
  - In the process of getting estimates from competitors;
  - Reached out to two vendors;
- Environmental Services Video Series;
  - Timeline will not work with the two current vendors;
  - Have a call with the third vendor today;
    - Maybe be able to do it within the timeline and;
  - May have to meet again to see what the timeline might look like.

**Board Direction:**

- The BOC is good with the update.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

**Commissioner Danielle Bethel**

- Homeless Alliance meeting – was not present but based on their attorney's recommendation pulled item to give Marion County back their money;
  - Chad Ball sent a letter and;
  - They would like to hear from the BOC.

**Commissioner Kevin Cameron**

- Merina – Business Services interview
- Strategic Economic Development Corporation (SEDCOR) monthly forum and;
  - Had an economist speak about the recession.

**Commissioner Colm Willis**

- N/A

**OTHER**

Commissioner Cameron

- Met with Parks. Spoke with Commissioner Tucker of Linn County, Brian May, and Tom Kissinger. Will get together to work on a joint proposal for Forest Service Parks;
  - Linn County will be the main proposal because of experience and ability;
  - Will figure out how Marion County will fit in with handling those parks in Marion County (MOU or Sub-recipient)
    - Marion County will get credit for camping spots and will be able to apply for grants if subrecipients.

Commissioner Bethell

- Contract review board two weeks ago regarding body transport and;
  - To be an agenda item at the BOC/Chief Administrative Officer (CAO) meeting.

**Adjourned** – time: 10:39 am

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White