



**MINUTES OF THE REGULAR SESSION OF THE  
LINN COUNTY BOARD OF COMMISSIONERS  
TUESDAY MEETING  
LINN COUNTY COURTHOUSE – ROOM 200  
April 14, 2020**

**The Linn County Board of Commissioners met for the regularly scheduled meeting on Tuesday, April 14, 2020.**

Those present at various times for the matters as indicated below were: Jim Yon, Linn County Sheriff; Robert Wheeldon, Linn County Planning and Building Director; Darrin Lane, Linn County Roadmaster; Brian Carroll, Linn County Parks & Recreation Director; Todd Noble, Linn County Health Services Administrator; Diana Denham, Fiscal Services/Health Administrative Manager, Linn County Health Administrative Services; Bill Palmer, Linn County Accounting Officer; Michelle Hawkins, Linn County Treasurer and Alex Paul, Reporter for the Democrat-Herald.

1, 2, 3. At 9:30 a.m. Chairman Nyquist called the meeting to order. The flag salute and roll call followed. Commissioners Roger Nyquist, Chairman and Will Tucker were present, as well as, Ralph Wyatt, Linn County Administrative Officer and Heather Gravelle, Recorder for the Board of Commissioners. John K. Lindsey, Vice-Chairman, attended via teleconference.

4. Approval of Agenda.

Commissioner Tucker noted that the following Items were not ready for Board approval and were being removed from the agenda: 7-A; 13-J; K; L and M.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve the agenda as revised. The vote was called. The motion passed unanimously.**

5. Approval of the April 7, 2020 Commissioners' Meeting Minutes.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve the April 7, 2020 Commissioners' Meeting Minutes. The vote was called. The motion passed unanimously.**

6. Reports of Staff and Committees:

A. Planning Update – Robert Wheeldon, Linn County Planning and Building Director.

Mr. Wheeldon stated that due to COVID-19, they have requested that customers not come into the office in person unless they have made an appointment. He explained that they had a doorbell installed, as well as, a mail slot on the door so people could drop their items off, or, they could call or email the department for assistance. Mr. Wheeldon added that they were still providing the same level of service just in a different way. Next, he shared the following: they had a significant increase in single family dwelling permits for the month of March, 2020; revenue was doing fine; some folks have chosen to postpone their projects and inspections and there has been a decrease in some of the applications. He noted that they may get hit hard at some point in the future. Commissioner Tucker stated that he appreciated all the work that Mr. Wheeldon had done with the Willamette Speedway issue. The Board thanked Mr. Wheeldon for his work and for the update.

7. Sheriff's Office – Micah Smith, Lieutenant Support Division, Linn County Sheriff's Office.

A. Resolution & Order 2020-121 approving an agreement between Enterprise Fleet Management and Linn County and delegating authority to execute originals. *(This item was removed from the agenda).*

8. Road Department – Darrin Lane, Linn County Roadmaster.

A. Bid Award Recommendation – One Horse Slough (Brewster Road) Bridge Project.

Mr. Lane stated that six bids were received and that the low bid of \$890,048.20 was submitted by Carter & Company Inc. and he recommended awarding the bid to them.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve the Roadmaster's Bid Award Recommendation and awarded the bid to Carter & Company Inc. The vote was called. The motion passed unanimously.**

Mr. Lane provided the Board with an overview of Resolution 2020-115.

B. Resolution 2020-115 delegating authority to Darrin L. Lane, Roadmaster, for a Slurry Seal Surface Treatment provided by Pave Northwest, Inc.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution 2020-115. The vote was called. The motion passed unanimously.**

9. Parks Department – Brian Carroll, Linn County Parks Director.

Mr. Carroll provided the Board with background information regarding the following items:

A. Resolution & Order 2020-117 approving an Intergovernmental Agreement for Challenge Cost Share between the USDA, Forest Service Willamette National Forest and Linn County and delegating authority to execute originals.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution & Order 2020-117. The vote was called. The motion passed unanimously.**

B. Resolution & Order 2020-118 approving an Intergovernmental Agreement between the State of Oregon Parks and Recreation Department and Linn County and delegating authority to execute originals.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution & Order 2020-118. The vote was called. The motion passed unanimously.**

10. Health Department – Todd Noble, Linn County Health Services Administrator.

Mr. Noble provided the Board with details regarding Resolution & Order 2020-116.

A. Resolution & Order 2020-116 approving Amendment No. 9 to a Personal Services Contract for Alcohol and Drug Treatment Program Services between Intercommunity Health Plans, Inc. and Linn County and delegating authority to execute originals.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution & Order 2020-116. The vote was called. The motion passed unanimously.**

**B. COVID-19 Testing Availability for Linn County Residents.**

Commissioner Nyquist stated that on Thursday, March 12, 2020, there was an article in the Albany Democrat-Herald that folks had tested positive for COVID-19 at the Lebanon Veteran's Home. He added that, after the Board was informed of the positive cases, he immediately thought of the other assisted living facilities in Linn County; if it could happen at the Veteran's Home, it could happen anywhere. Commissioner Nyquist explained that on Friday, March 13, 2020 he sent a letter to Governor Kate Brown, asking that the Oregon Health Authority (OHA) immediately begin proactively testing the residents in all the homes in Linn County; he quickly became aware that the testing kits were not available. Commissioner Nyquist further explained that he received a response from the Governor and they had a conversation and shared frustrations over the lack of the testing kits. He stated that he knows that the Governor takes the matter very seriously and that she was doing the best she could, given the circumstances.

Commissioner Nyquist noted that there was an article in the Oregonian on Wednesday, April 8, 2020 that stated that the State of Oregon had previously announced they had been promised 20,000 testing kits and they had only received 10,000. It was reported that they did not plan on using those kits but were saving them in case they had a "hot spot". Commissioner Nyquist stated that Linn County residents in assisted living facilities would not be proactively tested by the Oregon Health Authority (OHA). He shared that there was another article in the Oregonian on Sunday, April 12, 2020 that stated that there were ten fatalities caused by COVID-19 in a Portland nursing home facility.

Commissioner Nyquist added that half of the COVID-19 fatalities in the State of Oregon, based on the State's own data were coming from the assisted living facilities. We should, to every extent possible, focus on those facilities. He asked Mr. Noble to find out where Linn County could get the tests kits, the number of test kits we need to proactively test every resident in our facilities and every employee, as well as, the costs involved and to report back to the Board by Thursday, April 16, 2020. Discussion followed. Commissioner Nyquist thanked Mr. Noble and his excellent team in the Public Health Department, as well as, the Environmental Health Department, on behalf of the citizens of Linn County for all their hard work and dedication during this difficult time.

11. Linn County Quarterly Financial Report as of March 31, 2020 - Bill Palmer, Linn County Accounting Officer and Michelle Hawkins, Linn County Treasurer.

Mr. Palmer presented the financial report to the Board. A copy of his report is on file in the Linn County Clerk's Office in the Commissioners' Staff File. After reviewing his report, Mr. Palmer asked if the Board had any questions. Commissioner Nyquist asked, other than the obvious change in economic activity, was there anything in the numbers that he thought the Board would be concerned about. Mr. Palmer responded no, everything was positive: there was an increase in the Health Fund and more revenue coming in across the board, including the Transient Lodging Tax (TLT) and the County Forest Funds increased as timber sales were up. Brief discussion followed and the Board thanked Mr. Palmer for the report.

12. Correspondence: There was no correspondence to come before the Board.

13. Special Orders:

A. Personnel Action Forms were read into the record for: Nora LePage (Alcohol & Drug); Sally Mann (Juvenile Detention); Cheyenne Morales (Mental Health); Kevin Burrig, Timothy Debban and Cody Lebard (Road Department).

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to accept the Personnel Action Forms as read into the record. The vote was called. The motion passed unanimously.**

B. Request for Refund from Fair/Expo Center to Oregon League of Rabbit and Cavy Breeders; \$3,371.25.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve the Request for Refund. The vote was called. The motion passed unanimously.**

C. Resolution & Order 2020-098 amending a classification for Undersheriff and amending the pay range from 24 to 40 (Managements Exempt).

**Action Taken Below.**

D. Resolution & Order 2020-099 amending a classification for Captain-Patrol Division, amending the pay range from 22 to 42 and amending the classification number from 698f to 880 (Management/Exempt).

**Action Taken Below.**

E. Resolution & Order 2020-100 amending the classification for Captain-Detective Division, amending the pay range from 22 to 42 and amending the classification number from 698c to 881. (Management/Exempt).

**Action Taken Below.**

F. Resolution & Order 2020-101 amending a classification for Captain-Corrections Division, amending the pay range from 22 to 42 and amending the classification number from 698d to 882 (Management/Exempt).

**Action Taken Below.**

G. Resolution & Order 2020-102 amending a classification for Captain-Programs Division, amending the pay range from 22 to 42 and amending the classification number from 698a to 883. (Management/Exempt).

**Action Taken Below.**

H. Resolution & Order 2020-103 amending a classification for Captain-Civil Division, amending the pay range from 22 to 42 and amending the classification number from 698e to 884 (Management/Exempt).

**Action Taken Below.**

I. Resolution & Order 2020-104 amending a classification for Captain-Support Services Division, amending the pay range from 22 to 42 and amending the classification number from 694 to 885 (Management/Exempt).

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution & Orders 2020-098, 099, 100, 101, 102, 103 and 104. The vote was called. The motion passed unanimously.**

J. Resolution & Order 2020-105 amending a classification for Electrical Inspector I and changing the pay range from 18 to 20 (SEIU). *(This item was removed from the agenda).*

K. Resolution & Order 2020-106 amending a classification for Electrical Inspector II and changing the pay range from 19 to 21 (SEIU). *(This item was removed from the agenda).*

L. Resolution & Order 2020-107 amending a classification for Plumbing Inspector I and changing the pay range from 17 to 19 (SEIU). *(This item was removed from the agenda).*

M. Resolution & Order 2020-108 amending a classification for Plumbing Inspector II and changing the pay range from 18 to 20 (SEIU). *(This item was removed from the agenda).*

N. Resolution 2020-119 amending the Linn County COVID-19 Emergency Leave Policy (Special Order 8).

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to approve Resolution 2020-119. The vote was called. The motion passed 2-1 with Commissioner Nyquist opposed.**

14. Unfinished Business and General Orders:

A. Calendar Update: The Commissioners updated their calendars.

15. New Business: There was no new business to come before the Board.

16. Announcements: Commissioner Nyquist noted that there would be a teleconferencing number and pin number provided by the next Board meeting so folks could call in to the Board meetings in the future versus attending in person due to the COVID-19 social distancing guidelines.

17. Business from the Public (3 minute limit per speaker): There was no one present from the public wishing to use this forum.

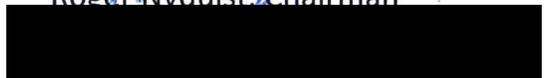
18. Adjournment. There being no other business to come before the Board; the Board of Commissioners meeting was adjourned at 10:15 a.m. by unanimous consent.

The next regular public meeting of the Board of Commissioners is scheduled for 9:30 a.m. on Tuesday, April 21, 2020.

 Recorder  
For Board of Commissioners  
Heather Gravelle

**LINN COUNTY BOARD OF COMMISSIONERS**

  
Roger Nyquist, Chairman

  
John K. Lindsey, Commissioner

  
William C. Tucker, Commissioner

Date 4-21-2020