



**MINUTES OF THE REGULAR SESSION OF THE  
LINN COUNTY BOARD OF COMMISSIONERS  
WEDNESDAY MEETING  
LINN COUNTY COURTHOUSE – ROOM 200  
JANUARY 15, 2020**

**The Linn County Board of Commissioners met for the regularly scheduled meeting on Wednesday, January 15, 2020.**

Those present at various times for the matters as indicated below were: Robert Wheeldon, Linn County Planning and Building Director; Bill Palmer, Linn County Accounting Officer; Michelle Hawkins, Linn County Treasurer; Russ Williams, Linn County General Services/Property Management Director; Rachel Adamec, Office Specialist/Property Management, Linn County General Services; Todd Noble, Linn County Health Services Administrator and Alan Kwan.

1, 2, 3. At 9:30 a.m. Vice-Chairman Lindsey called the meeting to order. The flag salute and roll call followed. Commissioners John K. Lindsey, Vice-Chairman and Will Tucker were present, as well as, Heather Gravelle, Recorder for the Board of Commissioners. Commissioner Nyquist was out of the office.

4. Approval of Agenda.

**Action – Commissioner Tucker moved to approve the agenda. The vote was called. The motion passed.**

5. Approval of the January 8, 2020 Commissioners' Meeting Minutes.

**Action – Commissioner Tucker moved to approve the January 8, 2020 Commissioners' Meeting Minutes. The vote was called. The motion passed.**

6. Reports of Staff and Committees:

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

Mr. Wheeldon provided the Board with a Planning Update for the month of December, 2019. The update is on file in the Linn County Clerk's Office in the Commissioners' Staff File. Mr. Wheeldon shared the following information: building permits were up by three percent compared to last year; revenue, however, was down. The total number of Contract City building permits were down 17 percent; electrical permits were down four percent and the total number of development permits including all categories were down four percent. Total department revenue was only down two percent despite a 37 percent decrease in Contract City permit revenue. Mr. Wheeldon added that, based on current and projected permit activity, the Department should meet its budgeted revenue target by the end of the fiscal year. Brief discussion followed.

Next, Mr. Wheeldon shared that the Planning Commission conducted three land use hearings yesterday, Tuesday, January 14, 2020: the first was a continuation of an application to provide seasonal accommodations for a fee hunting operation and it was approved but limited to no more than two cabins and for archery use only. Second, an application from Albany Helping Hands for a zone change to Rural Commercial for property that they operate on HWY 20, East of Coastal Farms and it was approved as well. The third hearing was for a conditional use permit to operate a spay and neuter clinic as a home occupation on a 3.66-acre property zoned Rural Residential and the application was denied. Brief discussion followed.

Lastly, Mr. Wheeldon explained that the Land Use Board of Appeals (LUBA) heard the City of Albany Appeal regarding the Board's Tuesday, October 8, 2019 approval of the Urban Growth Area Zone Code Text Amendments. LUBA requested an extension for further review and they should have a decision by Friday, February 7, 2020. Mr. Wheeldon added that he intended to move forward implementing the code as the Board adopted it. Commissioner Tucker thanked Mr. Wheeldon for his work and the report.

7. Linn County Quarterly Financial Report as of December 31, 2019 – 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. Mr. Palmer explained that this was the second quarter financial report and that they were at about 50 percent expenditure so far this year. He then pointed out that the General Fund was larger due mainly to expenditures last year, as well as, expenditures that we did not have this year.

In addition, we had a one month holiday from MODA insurance which was about one million dollars. Mr. Palmer stated that we have more revenue this year due to the Linn County Lodging Tax and the Special Transportation Improvement Fund monies which was also new. Next, he explained that the County Forest Fund/Timber Sales were up this year as well. Lastly, he shared that the Alcohol and Drug Department had been running in the negative for six months even with the liquor tax that was added last year. He stated that he had reached out to them and they indicated they were monitoring it very closely and that an expected grant was coming this month that would put them in the black. He asked the Board if they had any questions and they did not. Commissioner Lindsey thanked Mr. Palmer for the report.

8. General Services – Russ Williams, Linn County General Services and Property Management Director.

A. Sealed Bid Opening – Account No. 151353 (*This item was held over from the Tuesday, December 24, 2019 and Tuesday, January 8, 2020 Board meetings*).

Mr. Williams provided the Board with an overview of the matter and Commissioner Lindsey asked why the City of Albany was not interested in the property. Commissioner Tucker responded that the City would have accepted it; however, Commissioners' Nyquist and Lindsey did not want to go that route. Discussion followed. Mr. Williams stated that they had received one bid and he opened it as follows:

1. Mary Gilds – \$12,000.

**Action – Commissioner Tucker moved and Commissioner Lindsey seconded the motion to accept the bid for \$12,000 for Account No. 151353 and approved to sell the property to Mary Gilds. The vote was called. The motion passed.**

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

10. Special Orders:

A. Personnel Action Forms were read into the record for: Joshua Fewless (Health ITS); Todd Noble (Health Services Administration); Paul Hermens (Printing & Supplies) and Monica Boylan (Public Health).

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

11. Unfinished Business and General Orders:

A. Calendar Update: The Commissioners updated their calendars and Commissioner Tucker noted that he had a Council of Governments (COG) meeting tomorrow, Thursday, January 16, 2020.

12. New Business: Commissioner Tucker explained that his term on the Hood-Willamette Resource Advisory Committee (RAC) would end on December 31, 2021 and Commissioner Lindsey indicated that he would apply for the position, but that he was not holding his breath that he would get the appointment.

13. Announcements: There were no announcements.

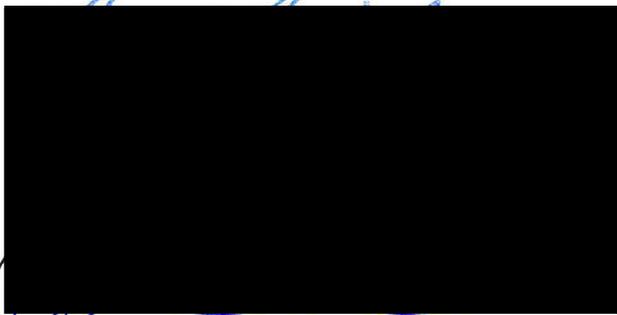
14. Business from the Public (3 minute limit per speaker): There was no one present from the public wishing to use this forum.

15. Adjournment. There being no other business to come before the Board; the Board of Commissioners meeting was adjourned at 9:50 a.m. by unanimous consent.

The next regular public meeting of the Board of Commissioners is scheduled for 9:00 a.m. on Tuesday, January 21, 2020.

 Recorder  
For Board of Commissioners  
Heather Gravelle

**LINN COUNTY BOARD OF COMMISSIONERS**



William C. Tucker, Commissioner

Date 1-21-2020