



**MINUTES OF THE REGULAR SESSION OF THE
LINN COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING
LINN COUNTY COURTHOUSE – ROOM 200
JUNE 23, 2020**

The Linn County Board of Commissioners met for the regularly scheduled meeting on Tuesday, June 23, 2020.

Those present at various times for the matters as indicated below were: Michelle Hawkins, Linn County Treasurer and Budget Officer; Randy Porter, Linn County Fair and Expo Director; Torri Lynn, Linn County Juvenile Department Director; Jodi Gollehon, Linn County Deputy Attorney for Linn County; Diana Denham, Fiscal Services/Health Administrative Manager, Linn County Health Services; Shane Sanderson, Linn County Environmental Health Program Manager; Andy Stevens, Linn County Assessor; Darrin Lane, Linn County Roadmaster; Russ Williams, Linn County General Services and Property Management Director; Representative Sherrie Sprenger; Alan Kwan and Alex Paul, Reporter for Democrat-Herald.

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, Ralph Wyatt, Linn County Administrative Officer and Heather Gravelle, Recorder for the Board of Commissioners. Roger Nyquist, Chairman, attended via teleconference.

4. Approval of Agenda.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve the agenda. The vote was called. The motion passed unanimously.

5. Approval of the June 9, 2020 Commissioners' Meeting Minutes.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve the June 9, 2020 Commissioners’ Meeting Minutes. The vote was called. The motion passed unanimously.

6. Treasurer’s Office – Michelle Hawkins, Linn County Treasurer and Budget Officer.

Ms. Hawkins provided the Board with background information regarding the following items:

A. Resolution & Order 2020-171 adopting the 2019-2020 Linn County Supplemental Budget and making appropriations.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-171. The vote was called. The motion passed unanimously.

B. Order 2020-184 accepting an expenditure of a certain grant within the General Grants Fund, \$12,000.

Action Taken Below.

C. Order 2020-185 accepting an expenditure of a certain grant within the Health Fund, \$732,765.

Action Taken Below.

D. Order 2020-192 approving a transfer of certain appropriations within the Health Fund, \$25,000.

Action Taken Below.

E. Order 2020-195 approving a transfer of certain appropriations within the General Fund, \$50,000.

Action Taken Below.

F. Order 2020-196 approving a transfer of certain appropriations within the Law Enforcement Fund, \$100,000.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Orders 2020-184, 185, 192, 195 and 196. The vote was called. The motion passed unanimously.

7. Reports of Staff and Committees:

A. Fair/Expo Update- Randy Porter, Linn County Fair and Expo Director.

Mr. Porter provided the Board with a Fair/Expo Update for the month of May, 2020. A copy of the update is on file in the Linn County Clerk's Office in the Commissioners' Staff File. Mr. Porter shared that it was not a great month revenue wise; however, the good news was that he was able to save about \$300,000 by keeping staff reduced. Next, he stated that there was a Home Show scheduled for the first weekend in October, 2020 and a potential Gun Show the last weekend in September, 2020.

Commissioner Tucker commented that he and Mr. Porter had previously discussed social distancing at events and he encouraged him to continue working with the vendors to keep folks safe. Mr. Porter agreed and asked if the Board had any questions regarding his update; they did not and they thanked him for his work and the update.

B. Juvenile Update - Torri Lynn, Linn County Juvenile Department Director.

Mr. Lynn provided the Board with a Juvenile Update for the month of May, 2020. A copy of his report is on file in the Linn County Clerk's Office in the Commissioners' Staff File. He provided the statistics for Linn and Benton detentions centers; probation referrals; Measure 11 Youth and work crew hours completed. Mr. Lynn shared that the Time for Change Program was on hold due to COVID-19 and that he thought it would be up and running by September, 2020. He further explained that work crew had been limited due to social distancing requirements and they were not transporting the youth to the work sites anymore; families dropped them off and picked them up.

Commissioner Tucker commended Mr. Lynn and his staff and stated that at other congregate sites there had been COVID-19 outbreaks and issues. He explained that the rules, procedures and policies Mr. Lynn's team put in place that included the masking, cleaning and social distancing was working and that he appreciated all the work and effort. Next, Mr. Lynn shared that they were trying to get the education program back up and running at full capacity and explained that he has been working closely with the Department of Education and the Governor's Office to get teachers back into the classrooms. He was hopeful that some additional guidance would come out later this week.

Mr. Lynn added that Linn County had hired their own teacher but other facilities across the state have not been able to do that. Brief discussion followed. The Board thanked Mr. Lynn for his work and the updates.

1. Resolution & Order 2020-162 approving an Intergovernmental Agreement between Benton County and Linn County.

Mr. Lynn provided the Board with background information regarding Resolution & Order 2020-162.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-162. The vote was called. The motion passed unanimously.

8. County Attorney – Jodi Gollehon, Linn County Deputy Attorney for Linn County.

A. Resolution 2020-163 approving Amendments to the Linn County Public Contracting Rules (LCPR).

Ms. Gollehon provided the Board with an overview of Resolution 2020-163.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution 2020-163. The vote was called. The motion passed unanimously.

B. 1st Reading of Ordinance 2020-164 amending LCC Chapter 430; the Contract Review Board Code.

Ms. Gollehon provided the Board with background information regarding the matter and then provided the 1st Reading for Ordinance 2020-164 by reading it into the record by title only.

9. Health Department- Diana Denham, Fiscal Services/Health Administrative Manager, Linn County Health Services and Shane Sanderson, Linn County Environmental Health Program Manager.

A. Order 2020-168 approving certain Health Services accounts deemed uncollectible.

Ms. Denham provided the Board with details regarding Order 2020-168.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Order 2020-168. The vote was called. The motion passed unanimously.

B. Resolution & Order 2020-182 approving an Intergovernmental Agreement for Transportation Services between the State of Oregon (Agreement No. 162635) and Linn County and delegating authority to execute originals.

Mr. Sanderson provided the Board with information regarding Resolution & Order 2020-182.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-182. The vote was called. The motion passed unanimously.

10. Assessor's Office – Andy Stevens, Linn County Assessor.

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

A. Resolution & Order 2020-158 approving an Intergovernmental Agreement between the Department of Consumer and Business Services and Linn County and delegating authority to execute originals.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-158. The vote was called. The motion passed unanimously.

B. Resolution & Order 2020-194 approving a Professional Services Contract for computer services between Helion Software, Inc. and Linn County and delegating authority to execute originals.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-194. The vote was called. The motion passed unanimously.

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

A. Resolution & Order 2020-131 approving a Construction Contract for the North Santiam River (Mill City) Bridge Project between Legacy Contracting, Inc. and Linn County *(This item was removed from the May 19, 2020 Agenda).*

Mr. Lane provided the Board with an overview of Resolution & Order 2020-131.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-131. The vote was called. The motion passed unanimously.

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

A. Request to issue a “Notice of Intent to Award” regarding the General Services Building Re-Roofing Project.

Mr. Williams had not arrived to the Board meeting when the item was addressed, therefore, Mr. Wyatt provided the Board with background information regarding the matter. Brief discussion followed.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to accept the Request to issue a “Notice of Intent to Award.” The vote was called. The motion passed unanimously.

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

14. Special Orders:

A. Personnel Action Forms.

Commissioner Lindsey noted that the list of PAF’s was three pages long and recommended that they accept the list of Personnel Action Forms as an exhibit without reading them into the record and both Commissioners’ Tucker and Nyquist agreed.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to accept the Personnel Action Forms into the record as an exhibit and directed the Recorder to mark it as she deemed appropriate (Exhibit 1). The vote was called. The motion passed unanimously.

B. Personnel Action Forms - Cost of Living Adjustment for Elected Officials; Management/Exempt and Teamster Employees.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to accept the Personnel Action Forms for Cost of Living Adjustments (COLA) as entered into the record as an exhibit and directed the Recorder to mark it as she deemed appropriate (Exhibit 2) resulting in a pay increase of 4.66% for Elected Officials and Management/Exempt Employees and a 2.75% pay increase for Teamster Employees. The vote was called. The motion passed unanimously.

C. Resolution & Order 2020-153 approving an Intergovernmental Agreement between Rhodes-Warden Insurance, Inc. and Linn County.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution & Order 2020-153. The vote was called. The motion passed unanimously.

D. Resolution 2020-187 appointing and reappointing members to the 4-H and Extension Service District Budget Committee.

Action – Commissioner Tucker moved and Commissioner Nyquist seconded the motion to approve Resolution 2020-187. The vote was called. The motion passed unanimously.

15. Unfinished Business and General Orders:

A. Calendar Update: The Commissioners updated their calendars.

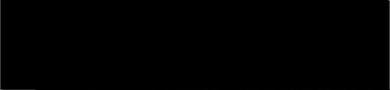
16. New Business: There was no new business to come before the Board.

17. Announcements: Commissioner Tucker announced that Commissioners' Nyquist and Lindsey had signed a Memorandum of Understanding (MOU) on Tuesday, June 9, 2020 with the City of Lebanon in regard to a rental of an RV space at Gill's Landing RV Park for quarantine/isolation purposes in the event that a homeless person becomes infected with COVID-19.

18. Business from the Public (3 minute limit per speaker): Representative Sherrie Sprenger provided the Board with a 2020 Special Session Legislative Update.

19. Adjournment. There being no other business to come before the Board; the Board of Commissioners meeting was adjourned at 10:16 a.m. by unanimous consent.

The next regular public meeting of the Board of Commissioners is scheduled for 9:30 a.m. on Tuesday, June 30, 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 6-30-2020