

County Administration Workshop: March 12, 2020

9:00 a.m. – Board Conference Room

Attending: Commissioners Darin J. Fowler, Daniel E. DeYoung and Lily N. Morgan (via phone); Wendy Watkins, Recorder

Chair Darin J. Fowler called the meeting to order at 9:00 a.m.

1. SHERIFF

A. Aramark Operating Agreement for Food Service

Ed Vincent, Lieutenant, explained this contract with Aramark is for food service for county inmates, staff and visitors at the correctional facility. This is a three-year contract and will reduce the meals 10 cents a meal and we will save \$20,000 the first year. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

2. DEPARTMENT BUSINESS

A. Public Works

1) Memorandum of Understanding, No. 33955 US 199 Expressway Upgrades Segment 3

Additional Attendees: Jerry Mormon, ODOT and Rob Brandes, Public Works Director

Mr. Brandes explained the US 199 Expressway Upgrades project addressed vehicular and pedestrian safety, and operational deficiencies along the US 199 Expressway between Tussey Lane to Midway Avenue. Due to lack of funding and support, Segment 3 — Allen Creek Road to Tussey Lane improvements of the project were not completed. The intent of this MOU is to demonstrate a commitment to pursue a path forward for Segment 3 — Allen Creek Road to Tussey Lane improvements for the US 199 Expressway. It is the intent of State, City, and County to document in this MOU, the coordinated efforts regarding the US 199 Expressway, Segment 3 improvements. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

B. Transit

1) Vehicle Purchase for Schetky Bus and Van Sales

Scott Chancey, Transit Program Supervisor, mentioned this purchase order is for the purchase of one Class E vehicle to be used for demand response service. The vehicle is a replacement of an existing vehicle. The existing vehicle is beyond its useful life, under FTA standards. The funds for the purchase were awarded under ODOT Agreement #32836. The remainder of the ODOT funds will be combined with STIF formula funds to make the purchase. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

C. Human Resources

1) Position Addition for Community Development

JJ Scofield, Human Resource Director, mentioned Community Development is requesting two new positions to enhance and restructure the Code Enforcement Department. They are requesting a full-time Senior Department Specialist and a full-time Department Specialist. These two positions will serve the Code Enforcement Division, Onsite Septic Program, Public Health Solid Waste and potentially the Water Resource Department. *Commissioner DeYoung made a motion to approve a Senior Department Specialist and a Department Specialist in the Community Development Department, seconded by Commissioner Morgan. Upon roll call vote, motion passed 3-0; Commissioner Morgan – yes, Commissioner DeYoung – yes and Commissioner Fowler – yes.*

3. FINANCE REPORT and BUSINESS UPDATE

Arthur O'Hare, Finance Director, mentioned he is securing funds for the demolition of the old hospital and is requesting to partner with Maul Foster & Alongi again and said he will bring a contract back for Board's approval. Mr. O'Hare mentioned the O&C Annual Dues are \$68,000 and said this is a fiscal invoice and we will pay the bill in July. The Board agreed to pay the dues.

4. OTHER BUSINESS (ORS 192.640(1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")

Mr. Scofield said some union employees have asked whether the county has a plan in regard to the Coronavirus and if the county had to shut down for some reason, what would happen to the employee who does not have enough paid time off. The Board granted Mr. Scofield permission to amend the policy to allow people to qualify for Family Medical Leave Act (FMLA) and allow them to receive hardship donations.

Keith Gibson, Development Analyst, discussed Microsoft Teams where you can work from home and video chat from your laptop in case of an emergency.

5. BOARD BUSINESS**A. Economic Development Request for the 2020 Wild Rogue Balloon & Kite Festival**

Mr. O'Hare mentioned the Josephine County Farm Bureau picked up the Balloon & Kite Festival and they are requesting \$5,000 from County Economic Development dollars to support the event. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.*

B. Resolution No. 2020-009; In the Matter of Appointments to the Urban Area Planning Commission

Commissioner Fowler mentioned Susan Tokarz-Krauss and Mark Collier are the appointments to the Urban Area Planning Commission. Commissioner Fowler said he is opposed to having Mark Collier on the committee. Commissioner Morgan made a motion to approve Resolution No. 2020-009; In the Matter of Appointments to the Urban Area Planning Commission, seconded by Commissioner DeYoung. Upon roll call vote, motion passed 2-1; Commissioner Morgan – yes, Commissioner DeYoung – yes and Commissioner Fowler – no.

C. Matters from Commissioners

Commissioner Fowler said he heard on the radio from the Governor that all gatherings over 250 people should be cancelled except for schools.

Meeting adjourned at 10:14 a.m.