



**MINUTES OF THE REGULAR SESSION OF THE
LINN COUNTY BOARD OF COMMISSIONERS
LINN COUNTY COURTHOUSE – ROOM 200
TUESDAY, MARCH 12, 2024**

The Linn County Board of Commissioners met for the regularly scheduled meeting on Tuesday, March 12, 2024.

Those present at various times for the matters as indicated below were: Micah Smith, Linn County Undersheriff; Andy Franklin, Captain Support Services Division, Linn County Sheriff's Office; Steve Wills, Linn County Planning and Building Director; Wayne Mink, Linn County Roadmaster; Rachel Adamec, Linn County Real Property Manager; Todd Noble, Linn County Health Services Administrator; Kevan McCulloch, Deputy County Attorney for Linn County; Stephanie Miller, Executive Director for (CARDV) Center Against Rape and Domestic Violence; Alex Paul, Linn County Communications Officer and Shayla Escudero, Reporter for *Democrat-Herald*.

1, 2, 3. At 9:30 a.m. Chair Nyquist called the meeting to order. The flag salute and roll call followed. Commissioners Roger Nyquist, Chair; Will Tucker, Vice-Chair and Commissioner Sherrie Sprenger were present, as well as, Darrin Lane, Linn County Administrative Officer and Courtney Leland, Recorder for the Board of Commissioners.

4. Approval of Agenda.

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

5. Approval of the February 12, 2024 Joint Work Session of the Linn County Board of Commissioners and Albany City Council Members' Meeting Minutes.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve the February 12, 2024 Joint Work Session of the Linn County Board of Commissioners and Albany City Council Members' Meeting Minutes. The vote was called. The motion passed unanimously.

6. Approval of the March 5, 2024 Commissioners' Meeting Minutes.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve the March 5, 2024 Commissioners' Meeting Minutes. The vote was called. The motion passed unanimously.

7. Sheriff's Office – Michelle Duncan, Linn County Sheriff.

Andy Franklin, Captain Support Services Division, Linn County Sheriff's Office presented the following items.

A. Resolution & Order 2024-075 approving an Intergovernmental Agreement for 911-Dispatch Services between the City of Albany Fire Department and Linn County.

Action taken below.

B. Resolution & Order 2024-076 approving an Intergovernmental Agreement for 911-Dispatch Services between Brownsville Rural Fire Protection District and Linn County.

Action taken below.

C. Resolution & Order 2024-077 approving an Intergovernmental Agreement for 911-Dispatch Services between the Halsey-Shedd Rural Fire Protection District and Linn County.

Action taken below.

D. Resolution & Order 2024-078 approving an Intergovernmental Agreement for 911-Dispatch Services between the Harrisburg Fire/Rescue District and Linn County.

Action taken below.

E. Resolution & Order 2024-079 approving an Intergovernmental Agreement for 911-Dispatch Services between the Lebanon Fire District and Linn County.

Action taken below.

F. Resolution & Order 2024-080 approving an Intergovernmental Agreement for 911-Dispatch Services between the Scio Rural Fire Protection District and Linn County.

Action taken below.

G. Resolution & Order 2024-081 approving an Intergovernmental Agreement for 911-Dispatch Services between the Sweet Home Fire and Ambulance District and Linn County.

Action taken below.

H. Resolution & Order 2024-082 approving an Intergovernmental Agreement for 911-Dispatch Services between the Tangent Rural Fire Protection District and Linn County.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve Resolution & Orders 2024-075, 076, 077, 078, 079, 080, 081 and 082. The vote was called. The motion passed unanimously.

I. Resolution & Order 2024-083 approving an Amendment No. 1 to an Intergovernmental Agreement between the U.S. Department of Agriculture Forest Services and Linn County and delegating authority to execute originals.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve Resolution & Order 2024-083. The vote was called. The motion passed unanimously.

8. Reports of Staff and Committees:

A. Planning and Building Department Update – Steve Wills, Linn County Planning and Building Director.

Mr. Wills provided the Board with a Planning and Building Department Update for the month of February, 2024. A copy of his report is on file in the Linn County Clerk's Office in the Commissioners' Staff File.

Mr. Wills indicated that there would be a Planning Commission meeting held on Tuesday, March 12, 2024 at 7:00 p.m. for PD23-0743; Plan and Zoning Map Amendment and PD23-0753; Comprehensive Plan Text Amendment. He stated that there would be a hearing scheduled before the Board on Tuesday, March 19, 2024 at 10:00 a.m. for PD23-0743.

Mr. Wills also indicated that there were eight new code enforcement cases and ten closed cases for the month of February.

Mr. Wills indicated that he misspoke in last month's Planning and Building Update in regard to the Department's revenue being down 30% and clarified that he verified records and the Department was actually slightly above last year's revenue. Commissioner Nyquist indicated that, due to the Department's seasonal nature, Mr. Wills findings were likely an accurate comparison. Commissioner Sprenger thanked Mr. Wills for correcting the information.

Commissioner Nyquist asked for details about Planning Case No. PD23-0743 and Commissioner Tucker indicated that it was to re-zone a one-acre parcel of Forest Conservation Management Land to Farm Forest Land. Mr. Wills stated that this case would be heard before the Planning Commission tonight.

9. Road Department – Wayne Mink, Linn County Roadmaster.

A. Roadmaster's Report – Bid Award for Cedar Creek (Mill City) Pedestrian Bridge Project.

Mr. Mink indicated that Bids for the Cedar Creek Pedestrian Bridge project in Mill City were opened on Tuesday, March 5, 2024 and there were four bids received at that time. He stated that the lowest bidder was Farline Bridge, Inc. however, this bid was deemed non-responsive due to the fact that the bidder was not prequalified with Linn County. He indicated that the next lowest bid was submitted by Legacy Contracting, Inc. in Stayton, Oregon in the amount of \$228,856.50; the Engineer's estimate was \$143,170.00. Mr. Mink indicated that Legacy Contracting, Inc. was a qualified contractor and recommended the Board award the Contract to them.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to accept the Roadmaster's Report.

Commissioner Sprenger asked for clarification on why there was such a drastic difference between the estimates and Mr. Mink indicated that this was the standard process but they were trained to look for factors of unbalanced bidding. Commissioner Nyquist indicated that three or more bids for a project was the general rule. Darrin Lane, Linn County Administrative Officer, asked if this was a Federal Emergency Management Agency (FEMA) reimbursement project and Mr. Mink indicated yes and that the City of Mill City was responsible for the project expenses. Mr. Lane indicated that, normally, the Road Department had larger projects and this one was considerably smaller so that magnified the fixed cost amount provided on the estimates.

The vote was called. The motion passed unanimously.

10. Property Management – Rachel Adamec, Linn County Real Property Manager.

A. Sealed Bid Opening – Account No. 216305

Ms. Adamec stated that she had one sealed bid for Account No. 216305 which was a property located at 1730 Cascade Dr. Lebanon, OR. Ms. Adamec opened the sealed bid and indicated that the bid was incomplete; there was no bid amount offered. Commissioner Tucker asked Ms. Adamec to clarify with the potential buyer and Ms. Adamec agreed. Commissioner Nyquist asked Ms. Adamec to follow up with the County Attorney's office as well.

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

12. Special Orders:

A. Personnel Action Forms.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to accept the Personnel Action Forms list as Exhibit 1. The vote was called. The motion passed unanimously.

Darrin Lane, Linn County Administrative Officer, presented the following items.

B. Resolution & Order 2024-074 approving a Purchase and Sale Agreement between Seventh Street Medical Properties, LLC and Linn County.

Commissioner Nyquist recused himself from discussion and action on this item.

Mr. Lane indicated that this was a Purchase and Sale Agreement to allow a 90-day due diligence period to properly examine the building. He stated that Samaritan Health Services was in an active lease for the building but had been working with the County Attorney's office to generate an Agreement on terms to vacate their lease if the purchase is finalized.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve Resolution & Order 2024-074. The vote was called. The motion passed 2-1.

C. Resolution & Order 2024-084 approving a Personal Services Contract between Intensive Family Services, Inc. and Linn County.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve Resolution & Order 2024-084. The vote was called. The motion passed unanimously.

D. Resolution & Order 2024-085 approving a Personal Services Contract between Family Tree Relief Nursery and Linn County.

Action – Commissioner Tucker moved and Commissioner Sprenger seconded the motion to approve Resolution & Order 2024-085. The vote was called. The motion passed unanimously.

13. Unfinished Business and General Orders:

A. Calendar Update: Commissioner Sprenger indicated that both her and Commissioner Tucker would be at the State of University address for Comp Northwest at 12:00 p.m. on Wednesday, March 13, 2024.

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

15. Announcements: There was no announcements.

16. Business from the Public (3-minute limit per speaker): Stephanie Miller, Executive Director for (CARDV) Center Against Rape and Domestic Violence.

Ms. Miller introduced herself to the Board as the new Executive Director for CARDV and discussed their future plans for expansion in rural areas of Oregon. Commissioner Tucker welcomed Ms. Miller. Commissioner Nyquist indicated that their organization performed great work and emphasized the importance of funding streams.

17. Adjournment. There being no other business to come before the Board; the Board of Commissioners meeting was adjourned at 10:01 a.m. by unanimous consent.

The next regular public meeting of the Board of Commissioners is scheduled at 9:30 a.m. on Tuesday, March 19, 2024.


Recorder
For Board of Commissioners
Courtney Leland

LINN COUNTY BOARD OF COMMISSIONERS


Roger Nyquist, Chair


William C. Tucker, Vice-Chair


Sherrie Sprenger, Commissioner

Date 3-19-2024