

AGENDA

BENTON COUNTY BOARD OF COMMISSIONERS

Tuesday, October 19, 2021

GoToMeeting: <https://global.gotomeeting.com/join/738778261>

or Dial 1 (312) 757-3121; **Access Code** 738-778-261#

Livestream: <http://facebook.com/BentonCoGov>

(Chair May Alter the Agenda)

THE BOARD WILL TAKE A BRIEF RECESS BETWEEN THE WORK SESSION AND BUSINESS MEETING

9:00 A.M.

I. Opening:

A. Introductions

B. Announcements

II. Comments from the Public

Time restrictions may be imposed on public comment, dependent on the business before the Board of Commissioners. Individual comment may be limited to three minutes.

III. Review and Approve Agenda

IV. Employee Recognition

V. Work Session

5.1 9:00 a.m., 30 minutes - Update from Department Operation Center –*Suzanne Hoffman and April Holland; Health Services*

5.2 9:30 a.m. 1 hour – Presentation from Madison Avenue Collective Regarding Web Communications Strategy – *Prue Ruby, Logan Hoffman*

5.3 10:30 a.m., 90 minutes – Continued Discussion and Update on Justice System Improvement Program (JSIP) – *Nick Kurth, JSIP Project Manager*

The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board of Commissioners Office, (541) 766-6800.

BUSINESS MEETING

VI. Consent Calendar

- 6.1 Approve September 21, 2021 Tuesday Board Meeting Minutes

VII. Proclamation

- 7.1 In the Matter of Proclaiming October as The Great Oregon ShakeOut Month in Benton County – Bryan Lee, Emergency Services

VIII. Old Business

- 8.1 In the Matter of a Second Reading Approving Ordinance #2018-0287 – Ambulance Service Plan – *Vance Croney, County Counsel*

IX. New Business

- 9.1 Discussion and Decision Approving Order #D2021-071 Granting Authority and Designating Custodian of Financial Business - *Mary Otley, Rick Crager; Finance Services*
- 9.2 Discussion and Decision to Approve the Environmental Health Fee Schedule for 2022 – *Bill Emminger, Environmental Health*

X. Other

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."

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MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS
GoToMeeting link: <https://global.gotomeeting.com/join/738778261>
Livestream: <http://facebook.com/BentonCoGov>
Tuesday, October 19, 2021
9:00 a.m.

Present: **Xanthippe Augerot**, Chair; **Nancy Wyse**, Commissioner; **Pat Malone**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator

Staff: **Sierra Anderson**, **Greg Ridler**, **Jef Van Arsdall**, Sheriff's Office; **Rick Crager**, **Mary Otley**, Finance Services; **Bill Emminger**, **Suzanne Hoffman**, **April Holland**, Health; **Teresa Farley**, **Joe Hahn**, **Lili'a Neville**, BOC Staff; **Erika Milo**, BOC Recorder; **Darren Nichols**, Community Development; **Matt Wetherell**, Juvenile Department

Guests: **Rollie Baxter**, **Doug Holdt**, **Claire Pate**, **Ken Pate**, **Cynthia Stickle**, **W. Stickle**, **Hazel Stratton**, **Daniel Wood**, residents; **JoAnne Bunnage**, **Jane Connolly**, **Douglas Parker**, **Judy Ringle**, **Jason Su**, **Shelley Su**, **Nancy Votrain**, Corvallis residents; **Logan Hoffman**, **Prue Ruby**, Madison Avenue Collective; **Hyatt Lytle**, Corvallis City Council

Chair Augerot called the meeting to order at 9:00 a.m.

I. Opening:
A. Introductions
B. Announcements

Augerot acknowledged that Benton County is on traditional homelands of the Kalapuya, Alsea, and Klickitat peoples, who are still present in the Confederated Tribes of Grand Ronde Community and the Confederated Tribes of the Siletz Indians. The Board seeks to honor the stewardship of those peoples in decision-making.

II. Comments from the Public

No comment was offered.

III. Review and Approve Agenda

The following item was added to the agenda under Item X. Other:

10.1 Considering Endorsing a Letter to Legislators about Additional Funding for Mediation Services to Prevent Evictions
Executive Session under ORS 192.660(2)(e) -- Real Estate

IV. Employee Recognition – *Jef Van Arsdall, Sheriff*

Van Arsdall praised Benton County Sheriff's Office (BCSO) staff in all divisions and presented Distinguished Service Awards for Deputy Aaron Gevatosky, Deputy Jim Hardison, Sergeant Ben Drongesen, and Deputy Ted Vaughn. Van Arsdall noted the service of five other deputies. Three BCSO command staff recently graduated from Oregon State Sheriff's Association Command College.

The Board praised staff and expressed appreciation for this acknowledgement. Augerot encouraged other departments to provide staff recognition. Malone hoped the County can hold an in-person staff recognition ceremony in future.

V. Work Session

5.1 Update from Department Operation Center – April Holland, Health Services

Holland reported on COVID-19 in Benton County. Case numbers have improved across Oregon, but the County remains at a very high plateau, with 205 cases in the past week, up from 173 the week before, and an average of 188 cases in each of the last four weeks. The 7-day average case rate is 217 per 100,000 of population; the 14-day rate is 399 per 100,000 (the old extreme risk threshold was 200). Numbers are driven by Delta variant's high transmissibility and increased congregation at Kindergarten-12th grade schools and Oregon State University OSU). Testing positivity rate remains good at 3.8%. The low case levels that disease modelers hoped for in fall 2021 may not occur till 2022. Prevention practices should be maintained. Children are still disproportionately affected in Benton County; in the last month, children ages 12-14 comprised 12% of COVID-19 cases and 6% of the population. Children ages 6-11 were 8% of cases and 5% of the population. People ages 30-49 were 30% of cases and 22% of the population; vaccination rates need to improve in that age group. There are still many outbreaks, mainly in K-12 schools. Transmission within households is very common. Depending on age, unvaccinated people in the County are 75-80% more likely to be infected than vaccinated people. Fully vaccinated people are only 20% as likely to be infected as unvaccinated people.

Hospitalizations remain high, though decreasing statewide. Good Samaritan Regional Medical Center had a 7-day average of 17 COVID-19 patients. Hospital region two (Benton, Yamhill, Polk, Lincoln, Linn, and Marion Counties) had 8 of 89 Intensive Care Unit (ICU) beds available and 11 of 577 non-ICU beds, still fewer than ideal. Everyone should avoid risky behaviors.

County Pfizer booster administration is going well. Moderna boosters at half the original dose are being approved by the Centers for Disease Control (CDC) and the Western States Scientific Safety Review Workgroup; details to follow. A Johnson & Johnson booster is in the works and may recommend a second dose at least two months after the first. There is discussion of mixing and matching vaccine brands, but no final recommendation yet; staff are adjusting plans as needed. Vaccines for children ages 5-11 will likely be approved in November 2021; staff will be ready. Dosing and packaging will be different and supply may be limited at first. Health has already ordered starter doses and encourages vaccination partners and providers to do the same.

The County vaccination model uses providers, pharmacies, and several clinics to fill existing and anticipated gaps in supply/demand, plus outreach to underserved populations. The County has 25 vaccination events between now and December 12, 2021. Two weeks of school clinics started last night with 140 doses at Philomath High School, followed by events at Corvallis High, College Hills School, Alsea High, Crescent Valley High, and Monroe High. In late October 2021, a Federal Emergency Management Agency van will operate a drive-through vaccination event at the Benton County Fairgrounds. Other events in November and December 2021 include Lincoln Elementary, Garfield Elementary, North Albany Elementary, and Boys and Girls Club of Corvallis. The state accepted the Benton County Vaccine Equity Plan demonstration of progress, which outlines progress and actions to reduce vaccination disparities. On October 14, 2021, Holland, Dr. Bruce Thompson, Peter Banwarth, Rocío Muñoz, and Dr. Adam Brady (Samaritan Infectious Disease) held an informational panel at the Corvallis School District board meeting.

Malone praised the scope of clinics, which will serve well when children ages 5-11 can get vaccinated. Oregon State University (OSU) has vaccinated 96% of students and 95% of staff. Malone requested COVID-19 modeling for the next 4-6 months at a future briefing.

5.2 Presentation from Madison Avenue Collective (MAC) Regarding Web Communications Strategy – *Prue Ruby, Logan Hoffman, MAC*

Neville explained that County website rebranding is part of the new County brand launch which began in early 2021. The goal is a consistent voice across the main webpage and 15 department pages. Stokes, Ruby, and L. Hoffman have hosted 2-3 focus group discussions and met with County web editors and communications staff, including Hahn (to ensure Equity, Diversity, and Inclusion principles are prioritized).

L. Hoffman explained there will be another focus group with community stakeholders about the current website and creating a better online experience. Quantitative data analytics will augment anecdotal experience. Board input was requested on priority website audiences.

Augerot prioritized these groups: anyone needing a service from County Departments, such as Community Development, Assessment, or Environmental Health. Anyone interested in a Board meeting agenda item; functional microsites should provide that information. People with disabilities, people who are not native English speakers, and people who need information aimed at different reading abilities and skill levels.

Malone felt the website should be up to date, attractive, and worth visiting regularly for information in the community. The site has good COVID-19 information, but other County activities should also be covered, including education about fire danger and prevention.

Wyse expressed concern that this agenda item was labeled ‘presentation’ rather than ‘discussion,’ with no information provided in the packet. Wyse regards this topic as important, but was not given the opportunity to prepare. Wyse concurred with Augerot’s comments.

Neville apologized for not providing material in advance. The intention was a conversation/brainstorming session. Neville to provide Wyse with the web content strategy proposal and context from discovery meetings so far.

Augerot shared that volunteers who work on County advisory committees and boards do not feel consistently served by the current site. The type of information needed varies. Support documents can include maps, policies, relevant code, historical documents, strategies, meeting minutes, and agendas. Community members should also be able to follow committee activities.

L. Hoffman asked about potential or current employees as an audience and whether certain regulatory/reporting information is needed on the site.

Augerot emphasized transparency of decision-making processes and timelines. Prospective employees are an audience. Current employees use the public site and the internal website, the Bee, which is very valuable.

L. Hoffman observed that external websites can become a dumping ground for content, some of which belongs on the internal site. The current external site has over 8,000 pages. L. Hoffman asked the Board about overall strategic goals for website improvement.

Augerot felt the site should provide more services online and offer more transparency. The Citizen Transparency Portal features budget documents, but navigation is not always intuitive.

Malone felt the main site could be mainly links to more detailed information. Malone would like a budget summary including the Board's process and priorities.

Wyse felt the site should be user-friendly and intuitive, with a unified section to report any type of problem, and a calendar with all advisory boards and meetings in one place. The public should be able to find the agenda, packet, minutes, and recordings for all meetings.

L. Hoffman asked if there are specific challenges/ goals for serving rural areas with the site, due to variability of internet access.

Malone stated it is a challenge to reach rural residents. There could be a separate page for issues relevant to rural areas. The Board regularly hears feedback that not all parts of the County receive equal attention.

L. Hoffman asked about types of devices used by rural residents to access the internet, and if there is enough connectivity.

Augerot noted some areas have poor connectivity, such as the communities of Alsea and Soap Creek. Residents use all kinds of devices. Maps and photos are good, but may load slowly in some areas. Augerot suggested a rotating quarterly feature on issues that affect different areas.

L. Hoffman agreed that web designers should be conscious of site bandwidth.

Wyse suggested examining best practices in other counties, such as a low bandwidth/ low resolution version of the website.

L. Hoffman asked about other major concerns to address, including Americans with Disabilities Act/ Section 508 accessibility.

Augerot emphasized up-to-date information; updating is uneven across the organization.

Wyse felt this is the main concern. However, staff do not always have time to upload all materials.

Augerot recommended a front page feature to file a complaint/ make a comment which goes directly to the relevant department, without the resident having to determine which department. The new City of Corvallis site has this feature.

L. Hoffman asked which tools from the current site should be kept.

Wyse liked how the main page shows 3-4 current news blurbs.

Augerot noted the need for online reservations for the Fairgrounds and Natural Areas & Parks. It would be good to be able fill out and submit more forms online rather than printing and mailing.

Wyse agreed about an online parks reservation feature.

Neville shared that Natural Areas, Parks & Events just launched a new online reservation system.

L. Hoffman noted some features are present on the current site but difficult to find.

Augerot recommended a uniform payment portal, which Information Technology is working on. The Fairgrounds, County Fair, and Community Health Centers have separate sites, which are parallel but not linked obviously enough to the main site.

Malone mentioned consistent ease of use across pages and archiving old pages to reduce clutter.

Neville invited the Board to send further input to JonnaVe Stokes, Communications Coordinator.

L. Hoffman asked what the Board finds challenging about the current site.

Wyse felt the search function needs improvement. Community members have mentioned difficulty finding meeting links.

Augerot felt navigation is not straightforward or consistent. Page organization and layout varies by Department. Special projects and important department documents are hard to find, particularly for Community Development. There is not a document library.

L. Hoffman noted that current navigation is organized by department, so a community user has to know County government structure, and asked if navigation based on user tasks be better.

Augerot suggested both approaches. Task-based navigation could be good for community users, but not helpful to government colleagues or prospective employees.

Neville and Stokes to schedule a meeting with Wyse. After the discovery phase, MAC will present focus group and analysis findings to the Board. Then MAC will perform in-depth messaging development sessions. The results will be rolled out across all County landing pages. Staff to follow up with each Commissioner.

Malone requested concrete examples of good websites. Hybrid site organization sounds good.

Chair Augerot recessed the meeting at 10:23 a.m.

Chair Augerot reconvened the meeting at 10:31 a.m.

5.3 Continued Discussion and Update on Justice System Improvement Program (JSIP) – Lili'a Neville, Senior Strategic Programs Manager

Neville presented the final JSIP public engagement report. Staff have conducted engagement since June 2021, including over 26 speaking engagements and small group conversations totaling over 300 individuals. Staff hosted large virtual community meetings on September 8, 2021 and October 13, 2021. The first meeting had over 75 attendees, and the second over 130. JSIP Project Manager Nick Kurth has engaged with the Community Advisory Committee and Technical Advisory Committee about public involvement materials. Community feedback and questions from the large meetings will be posted with staff answers on the JSIP website.

Public comment themes included transportation, equity, location, land use, Correctional Facility, Crisis Center, historic Courthouse (HCH), Emergency Services, and financial impact. Transportation is a major concern. Location themes included west site, south site, downtown,

and efficiency. Feedback at the September 8, 2021 meeting emphasized process, location, finances, and facilities (especially the HCH, new Courthouse, and Correctional Facility).

The October 13, 2021 meeting included 17 small group discussions facilitated and recorded by County staff. Participants were asked to select the most important topic and why. Site was the most mentioned topic. Other keywords were ‘concerned,’ ‘community,’ and ‘people.’ When asked what the Board should keep in mind for site selection, participants mentioned ‘downtown,’ ‘west site,’ and ‘community.’ Due to comment volume, the report contains only a sampling.

All public engagement shows clear themes: improving community safety and security; ability to respond to crisis; operational efficiencies through co-locating facilities; and providing accountability and treatment through programs and facilities. Questions and concerns included: transportation impacts to neighborhoods (west site); flooding, infrastructure capacity, and gateway issues (south site); economic impacts of added taxes to residents; safety and property value near correctional facilities; equity in geography and Justice System data; and lack of trust in County financial decisions.

Augerot noted the Board has received considerable community email about the October 13, 2021 meeting, so a staff analysis/ summary would be helpful.

Neville stated that any comment received by mail, postal mail, or telephone will be documented and shared with the Board.

Wyse praised the feedback summary, polls, and charts in the report. It would be helpful to do polls again in future and compare results. Wyse asked about the issue with Zoom limiting number of participants at the October 13, 2021 meeting.

Neville explained that staff purchased a license for over 100 participants. 280 individuals registered for the event. Despite showing sufficient capacity, Zoom had not activated the extra service when the meeting began. Seeing the cap, staff immediately called Zoom technical support, which expanded capacity mid-meeting.

Wyse verified Neville’s statement. Staff did a great job of problem-solving. Wyse asked to see all questions/answers and chat comments in one place, such as an appendix to the report. Referring to report page 5, Wyse asked how and when public involvement goals for the program were determined.

Neville replied these goals were developed during several JSIP Operations Team meetings in late May 2021.

Augerot concurred. Due to ongoing COVID-19 challenges, the County hired Cogito as the JSIP consultant. In hindsight, initial engagement could have been more site-focused, with February 2022 engagement more focused on facilities.

Kerby noted that the Operations team is led by Kurth and consists of seven County staff, including Augerot representing the Board. The group meets weekly to help guide the project.

Wyse assessed whether the County met the listed goals:

- Raise awareness about the County’s approach to embracing prevention, treatment, and accountability in the justice system: no; meetings appeared to focus mainly on site

selection. The County could have done better at highlighting Criminal Justice Assessment work as the rationale for JSIP.

- Gather perspectives about JSIP from involved community members and the general public: yes.
- Listen carefully regarding program purpose, goals, questions: unclear.
- Hear from a broad and diverse group of people, consider all input: yes, there was a lot of outreach to different groups.
- Thoughtfully consider and respond to input: yes; there is room for improvement, but mainly met.
- Build community trust: no. You have to build a foundation before you begin the work.
- Determine elements of a bond measure for JSIP: in progress. Sometimes the County lost control of its message. It can be hard to overcome rumors and misinformation.

Augerot pointed out that plans changed in mid-summer 2021, after these goals were set, because the bond measure shifted from May 2022 to November 2022. This allows time for more conversation and regaining community trust. Communications objectives will focus on specifics of facilities after more public engagement in spring 2022.

Neville to share Board feedback with Public Information staff and the JSIP Operations Team.

Malone noted that the Zoom problem raised public concerns about lack of transparency. Staff deserve credit for fixing the issue. The 2018-19 efforts of Ari Basil-Wagner, Greater Oregon Behavioral Health Institute, included wide community engagement and helped the Board develop program goals. It would be helpful to revisit those conclusions in future engagement. Some residents think there is too much emphasis on the jail and not enough on programs; the conclusion from previous community forums is that the County needs both.

Public Comment

Nancy Votrain, Corvallis resident: Votrain referenced the article “Broken Ground: Why America Keeps Building More Jails and What It Can Do Instead,” which argues that community-based treatment is generally more effective than jail treatment. Building a larger jail incurs more operations costs, which are often overlooked. Votrain urged the Board to complete a Community Crisis Center as planned and explore community-based treatments instead of jail expansion.

Douglas Parker, resident: Parker urged the Board to consider and publicize mitigation measures for the release of criminals and increased traffic in residential neighborhoods near potential JSIP sites. Parker was glad that the Board was slowing down the decision process.

Jane Connolly, Corvallis resident: Connolly, a Grand Oaks neighborhood resident and Court Appointed Special Advocate (CASA), recommended that a Crisis Resource Center be sited near public transport and downtown services such as the Health Department, attorneys, shelters, food services, churches, and CASAs. Connolly expressed concerns about impacts such as increased crime, noise and light pollution, and traffic on residential neighborhoods near the west JSIP site.

Shelley Su, Corvallis resident: Su, a Grand Oaks neighborhood resident, demanded that the Board remove the west site from JSIP consideration due to potential impacts on nearby residential neighborhoods, including traffic, wetlands, light pollution, and release of prisoners.

JoAnne Bunnage, Corvallis resident: Bunnage, a Grand Oaks neighborhood resident, expressed concerns about JSIP impacts (especially traffic) on safety and livability in residential

neighborhoods near the west site, which will also be impacted by the Marys Annexation. Bunnage praised the idea of a Crisis Center but felt it should be located elsewhere.

Augerot stated that the Board will take all comments into account, considering livability, financial aspects, and safety.

VI. Consent Calendar

6.1 September 21, 2021 Tuesday Board Meeting Minutes

MOTION: Malone moved to approve the Consent Calendar of October 19, 2021. Wyse seconded the motion, which **passed 3-0.**

VII. Proclamation

7.1 In the Matter of Proclaiming October as The Great Oregon ShakeOut Month in Benton County – Sierra Anderson, Emergency Services

Anderson announced that the Great Oregon ShakeOut is October 21, 2021 at 10:21 a.m., and emphasized the importance of emergency preparedness. Anderson read the proclamation aloud.

MOTION: Malone moved to proclaim that the month of October 2021 as The Great Oregon ShakeOut Month, Proclamation #2021-020. Wyse seconded the motion, which **passed 3-0.**

VIII. Old Business

8.1 In the Matter of a Second Reading Approving Ordinance #2018-0287 – Ambulance Service Plan – Vance Croney, County Counsel

Counsel explained that several years ago, Emergency Medical Advisory Committee (EMAC) participants felt the committee was no longer needed. This amendment to the ambulance service plan requirements in Benton County Code Chapter 19 would remove the committee requirement. Due to an oversight, this item never received a second reading or formal adoption. EMAC has not met for over three years.

MOTION: Malone moved to conduct a second reading of Ordinance #2018-0287 amending Benton County Code Chapter 19, Ambulance Service Area Plan. Wyse seconded the motion, which **passed 3-0.**

Counsel read the ordinance aloud (short title). Effective date November 18, 2021.

IX. New Business

9.1 Discussion and Decision Approving Order #D2021-071 Granting Authority and Designating Custodian of Financial Business – Mary Otley, Rick Crager, Finance Services

Otley explained that the Order transfers authority to transact business on behalf of the County to Crager, designating Crager as Chief Financial Officer and cash custodian. Both names will be used on checks until Crager acquires a Munis key, but Crager will now have authority to enter banking transactions.

Malone thanked Otley for remaining on staff while a replacement was found.

MOTION: Malone moved to adopt Order #D2021-071 in the matter of granting authority to provide banking services, designating custodian of funds, County Treasurer and Investment Officer. Wyse seconded the motion, which **passed 3-0.**

9.2 Discussion and Decision to Approve the Environmental Health Fee Schedule for 2022 – Bill Emminger, Environmental Health

Emminger presented the proposed revised fee schedule. Fees were last increased an average of 3% in 2019. No increases are requested for 2022; any increase in cost to be absorbed by the General Fund. A 50% reduction in fees is proposed for onsite wastewater system repairs.

MOTION: Malone moved to approve Order #2021-073 revising the Environmental Health fee schedule effective January 1, 2022. Wyse seconded the motion, which **passed 3-0.**

X. Other

10.1 Considering Endorsing a Letter to Legislators About Additional Funding for Mediation Services to Prevent Evictions – Xanthippe Augerot, Commissioner

Augerot asked whether the Board wished to sign a letter from Patrick Sponsler, University of Oregon School of Law, requesting additional State funding for mediation services to decrease eviction statewide. The County already works with the mediation program.

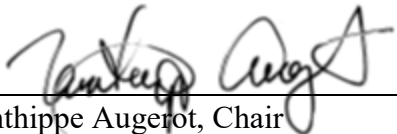
MOTION: Malone moved to provide Benton County's support for a letter to the Oregon Legislature requesting funding for mediating eviction disputes. Wyse seconded the motion, which **passed 3-0.**

Executive Session

Chair Augerot recessed the regular meeting at 11:43 a.m. and entered Executive Session under ORS 192.660(2)(e) – Real Estate

XI. Adjournment

Chair Augerot exited Executive Session at 1:32 p.m. and immediately adjourned the regular Board Meeting.



Xanthippe Augerot, Chair



Erika Milo, Recorder

** NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

Benton County

BUILDING A JUSTICE SYSTEM FOR THE FUTURE

**PUBLIC INVOLVEMENT REPORT
OCTOBER 14, 2021**

*Accountability and treatment to
transform lives, ensure safety and
strengthen community*



Nick Kurth, Manager

Justice System Improvement Program
Benton County
4077 SW Research Way | Corvallis, OR 97333
Tel: 541-766-6076

BUILDING A JUSTICE SYSTEM FOR THE FUTURE

PUBLIC INVOLVEMENT REPORT | OCTOBER 14, 2021

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SUMMARY

Thoughtful public engagement has resulted in significant outreach and clear themes in relation to the Justice System Improvement Program. With hundreds of residents weighing in on the issues and a 790+ communications list, the County has captured a wide range of perspectives on building a justice system for the future.

Opportunities voiced by the public include:

- Improving community **safety**, security, and the ability to respond to crisis.
- Creating operational **efficiencies** by co-locating facilities.
- Providing both **accountability** and **treatment** through programs and facilities.

Concerns and questions shared by the public include:

- **Transportation** impacts to neighborhoods, specifically the west site.
- Concerns about the South site, including flooding, **infrastructure** capacity, and gateway issues.
- Economic impacts of **added taxes** to residents.
- **Safety** and **property valuation** concerns near correctional facilities.
- **Equity** issues in relation to site geography and justice system data.
- Lack of **trust** in County financial decisions.

INTRODUCTION

Benton County is working hard to build an equitable, effective, and safe justice system for all residents. Existing facilities are old, outdated, too small, and have security issues. Currently, people experiencing addictions and mental illness struggle to find help, the Historic Courthouse does not meet modern standards for access and safety, and limited jail space means offenders are routinely released into the community.

NEW FACILITIES

WHAT and WHY



- ✓ Treatment helps address underlying needs.
- ✓ All community members need to feel safe and have fair and equitable access.
- ✓ Victims and the public know dangerous offenders are off the street and receiving treatment.
- ✓ Modern buildings with new technology assist in saving lives.

BETWEEN JUNE AND OCTOBER OF 2021, THE PROJECT ACCOMPLISHED THE FOLLOWING:

- Built a 790+ Interested Parties List and sent four meeting invites/project updates.
- Conducted 26+ speaking engagements and small-group conversations with 300+ attendees. Over 400 people were invited.
- Hosted two Virtual Community Meetings: September 8 with 79 attendees and October 13 with 141 attendees. In October, over 100 more people participated via zoom recording and online questionnaire.
- Individually emailed 106 stakeholder organizations, introducing them to the project and inviting them to share the Virtual Community Meeting information.
- Invited 21 organizations affiliated with the Spanish-speaking community to participate in the process, and translated the project homepage and presentation into Spanish.
- Provided regular opportunities for JSIP Community Advisory Committee and the Technical Advisory Committee to review and comment on the draft and final public involvement materials such as a presentation Powerpoint.
- Posted on Facebook, Nextdoor, Instagram, and Twitter.
- Updated the project website with current public involvement information and the Virtual Community Meeting Zoom recordings.

Due to COVID-19, the County was not able to complete the in-person outreach/surveys planned. Given the limitations on in-person gatherings, the Justice System Improvement Program staff and consultants developed a primarily virtual model for public engagement. This model remains flexible with the hope that in-person outreach is safe during future rounds of public engagement.

The Predesign phase of this project includes significant decisions relating to site selection and the configuration of future justice system facilities. The Operations Team asked participants in the speaking engagements and Virtual Community Meeting #1 to rate the importance of each facility, weigh in on where the new Courthouse should be located (downtown or suburban location), and share their preference for the future use of the Historic Courthouse. In Community Meeting #2, participants were asked to weigh in on key issues regarding public involvement and site deliberations.

BACKGROUND

The public involvement goals for this phase of the program are to:

- **Raise awareness** about the County's approach to embracing prevention, treatment and accountability in the justice system.
- **Gather perspectives** about the Justice System Improvement Program from both involved community members and the general public.
- **Listen carefully to people** regarding program purpose, goals, and questions.
- **Hear from a broad and diverse group** of people; consider all input, not just the loudest opinions.
- **Thoughtfully consider community input**, respond in a timely way, and explain the reasoning behind program decisions.
- **Build community trust** as a strong foundation for the program.
- **Determine** the elements of a bond measure for the Justice System Improvement Program.

SPEAKING ENGAGEMENTS AND SMALL-GROUP CONVERSATIONS

The program worked hard to engage a wide range of residents and organizations.

SMALL-GROUP CONVERSATIONS AND SPEAKING ENGAGEMENTS Conducted during July–October 2021	
Albany Police Department	July 27
Benton County Sheriff’s Office staff	July 15, July 28, Aug. 11
Corvallis Chamber of Commerce	Sept. 3
Corvallis City Council	Sept. 20
Corvallis Police Department	Aug. 12
The Defense Consortium of Attorneys	Oct. 6
Downtown Corvallis Association	Aug. 18
Grand Oaks Home Owners	Sept. 29
Health and Social Service Providers	Aug. 12, Aug. 17, Aug. 19
HOPE Advisory Board	Sept. 22
League of Women Voters of Corvallis	Sept. 20
Linn-Benton Hispanic Advisory Committee	Aug. 31
Living Southtown	July 29
Mental Health, Addictions & Developmental Disabilities Advisory Committee	Sept. 7
Municipalities and OSU	July 26, Aug 4
NAACP Corvallis/Albany	Sept. 21
Visit Corvallis	Sept. 23
West Hills Neighborhood Association	Aug. 6, Sept. 2
Willamette Landing Homeowners Association	Sept. 13
Willamette Landing Homeowners Association and residents of south Corvallis	Oct. 14

See the following page for examples of quotes and comments heard during the speaking engagements.

Speaking Engagements and Small-Group Conversations (Cont'd)

KEY QUOTES AND COMMENTS

GENERAL

- Best connection between programs and facilities I have seen. That is the hook for me and many others. Good job.
- This will be a tough sell to the public due to property tax impacts.
- Seeing the options for justice system facility buildings helped me realize it's not just concrete and barbed wire.

TRANSPORTATION

- I would encourage any of the sites, especially the West and South sites to prioritize transit. It's unfortunate for parking to drive development.
- We have a problem in the West Hills with transportation because of the great deal of growth and our infrastructure is substandard. The addition of a justice center will exacerbate that system greatly.
- Transportation is a big issue. A lot of my clients would have a long bus ride if its in the South or West site.

EQUITY

- The new Jim Crow is a book that everyone who works in Justice should read. Instead of Jim Crow laws, what we have is over incarceration of BIPOC individuals. Will you be tracking the incarceration of people by race or ethnicity?
- If this bond is passed, regardless of where is may be, it is critically important to the NAACP that funds are directly set aside for education and treatment, specifically to support the re-entry of incarcerated adults back into society.
- How is this related to people with disabilities and their safety in the community?

LOCATION

- Everyone recognizes the need, but we go back to location. Where is it going to go?

West

- When you bring these facilities out towards the West edge, you're bringing these services closer to the rest of Benton County.
- West Corvallis is lacking the basic amenities that other areas in the city have in place. If you can, please take West Corvallis residents to take those amenities into account. Specifically multi-use paths and infrastructure upgrades to enhance safety in the area.

South

- Southtown residents feel like we constantly get the short end of the stick. I'm also not sure that putting a facility with a lot of parking is going to spur development of amenities... I'd like to see as many facilities as possible downtown, because I think that's best for everyone.
- I'm concerned about flooding with the south site, especially in the event of Cascadia. Having emergency services in Southtown and cut off is not a good thing.

Downtown

- It's important to have a viable, healthy downtown.
- 110% the Courthouse needs to be downtown. It's our civic life and supports other jobs down there. Concern about protests occurring downtown, out of site.

Efficiency

- As I look at overall costs, it will be less costly to build everything all in one location in less phases.
- The operational efficiencies of a system-focused, campus plan are definitely important in the overall cost impact.
- I recommend centralize security for as many people as possible. One site makes sense; same staff for several uses would be efficient.

Speaking Engagements and Small-Group Conversations (Cont'd)

LAND USE

- To the extent that we could continue with industrial use in South, we might be able to preserve space on the west side for future housing.

CORRECTIONAL FACILITY

- Even if we have a few dozen more beds, it'd get a lot of the habitual offenders out of circulation.
- Will adults in custody be released in front of the jail into an area with no resources and very limited transportation?
- What are the neighborhood lockdown plans when you have an armed escapee?

CRISIS CENTER

- Good Sam has cut their mental health facilities drastically. If someone is in crisis, there's nowhere for them to go right now.
- I believe a "Benton-Best" model can benefit people with developmental disabilities in other counties. That is something we can specialize.
- I am concerned that the Crisis Center is receiving such a low proportion of the estimated cost.
- A Crisis Center is a step in the right direction, but not enough. Focus on preventative measures and resources to ensure that vulnerable community members are getting their needs met.

HISTORIC COURTHOUSE

- The Courthouse is a showpiece for our county and we've got to protect it. It would be nice if we had public access to it.
- It's a beautiful structure, I think though that it has better purposes. There are a lot of people in the area and around the country who would be interested in making this a feature and not a function.
- As the mom of someone who is disabled, it's obviously a real issue. At the very least it needs to be ADA accessible.

EMERGENCY SERVICES

- The EOC is essential. As we look at the climate crisis and pandemic, there's more and more likelihood that we need EOCs that are very viable for the community.

FINANCIAL IMPACTS

- There is a thread on NextDoor going on about property taxes. There's a lot of people agitated about how much their property tax would go up.
- The cost for retired, low income or single-earner income households is going to be really hard for property owners to stomach.
- What is the plan to compensate for property value reduction (for neighborhoods adjacent to the correctional facility)?

VIRTUAL COMMUNITY MEETING ON SEPTEMBER 8, 2021

The **meeting invitation** was sent to 600+ emails, and forwarded to 100+ organizations:



BUILDING A JUSTICE SYSTEM FOR THE FUTURE

Accountability and treatment to transform lives, ensure safety, and strengthen community

Join the conversation about how to build an equitable, effective, and safe justice system for all Benton County residents at our first community meeting.



Save the date!

What: Virtual Community Meeting

When: Wednesday, September 8 from 5:30-7:00 p.m.

Where: [Register here to join us via Zoom Webinar](#)

We want to hear from you

Old and overcrowded buildings are compromising the way the justice system happens in Benton County. Share your ideas about the need and location for new proposed buildings to serve Benton County residents for the next 40 years and beyond:

- Crisis Center
- Courthouse
- Correctional Facility
- Sheriff & Emergency Operations

Stay up-to-date

Visit our website

[Visit the program website](#) to learn more about the Justice System Improvement Program.

Get email updates

If you received this email from Benton County, you are already signed up to receive updates on the Justice System Improvement Program. Was this email forwarded to you? Be sure to stay up-to-date as we move forward! [Sign up for program updates and meeting invitations.](#)

Questions or Comments

Nick Kurth, program manager
Justice System Improvement Program
541-766-6076 | nick.kurth@co.benton.or.us



At your service,
every day.

Virtual Community Meeting on September 8, 2021 (Cont'd)

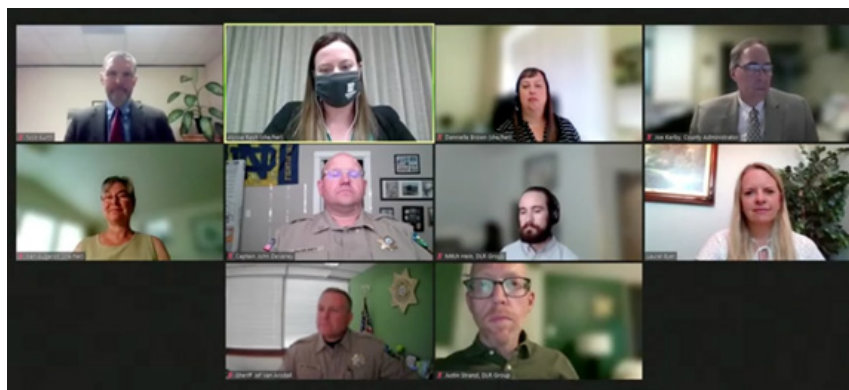
The **Facebook event invitation** reached over 6,300 individuals by boosting the Facebook event with advertising dollars:



Input from speaking engagements helped staff refine the presentation and prepare for the first open virtual public meeting for the program. 79 people attended the event, hosted in Zoom Webinar. The agenda included an hour presentation by program manager Nick Kurth followed by 30 minutes of questions and answers moderated by Alyssa Rash, public information officer for Benton County.

The Question and Answer panel consisted of:

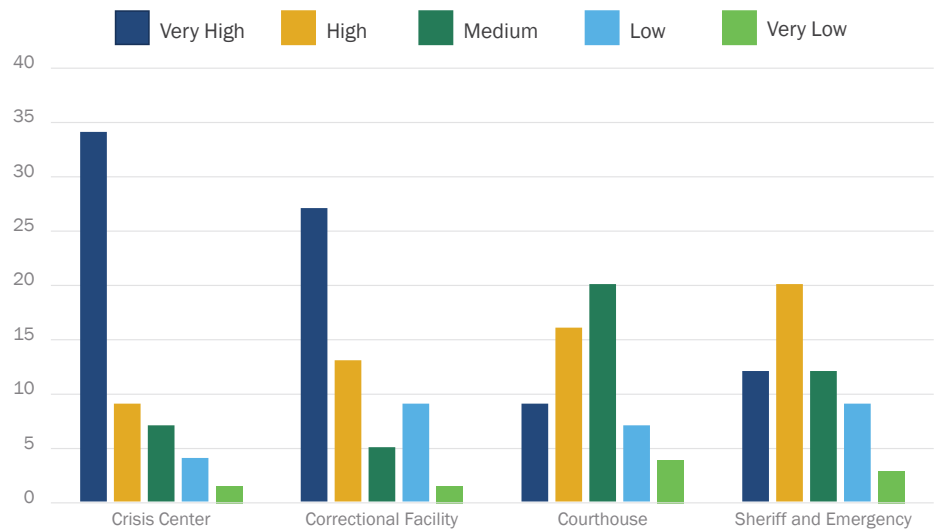
- Commissioner Xan Augerot
- Behavior Health Deputy Director Dannielle Brown
- Engineering and Survey Manager Laurel Byer
- Captain John DeVaney
- County Administrator Joe Kerby
- Program Manager Nick Kurth
- DLR Group: Justin Stranzl and Mitch Hein
- Sheriff Jef Van Arsdall



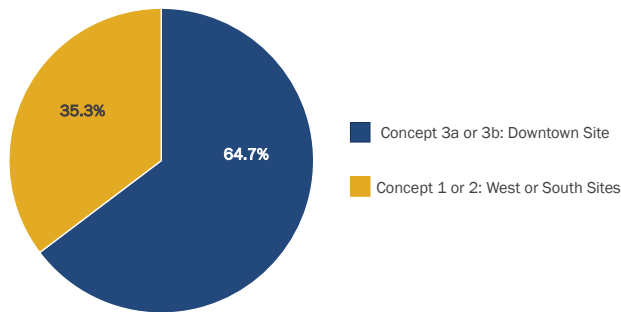
Virtual Community Meeting on September 8, 2021 (Cont'd)

The meeting included three live polls— see below for results. Questions posed by participants during the event spanned a range of topics, see page 13 for details.

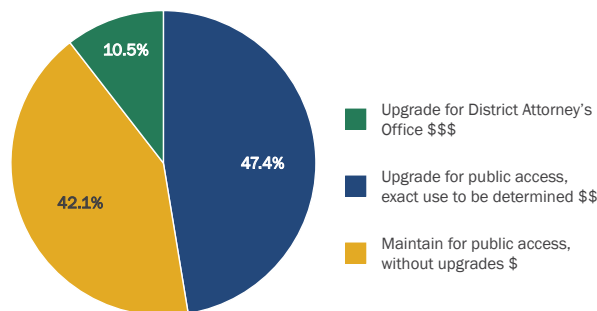
Please rank the importance of each proposed facility to the community



Where should the new courthouse be located?



The County is studying options to repurpose the Historic Courthouse. What do you favor?



Virtual Community Meeting on September 8, 2021 (Cont'd)

VIRTUAL COMMUNITY MEETING: QUESTIONS BY CATEGORY

The following verbatim questions were typed into the Zoom Q&A function and panelists were able to address most of the questions in the last 30 minutes of the meeting. Following the meeting, County staff developed a full Questions and Answers webpage which address every question asked during the September 8 meeting. Questions are categorized below by topic:

PROCESS

- It would be great to note how many community members are attending this meeting. I need to leave for another meeting, but please post this info for the recording. Thank you!
- Can we share this information with the public?
- Will there be somewhere for the community to view all Q&As posted in one place as this process continues?

LOCATION

- Is the South site in a 100-year floodplain?
- Where is the West site relative to the Corvallis Fault?
- Your poll did not distinguish between the west and the south site...
- What were the estimates for the 2 suburban site, south and west?
- Has a traffic impact study been done for the west location? The existing roads, West Hills, Harrison, and Philomath highway are substandard and over used now.
- How does the location of the corrections facility impact the operational costs with options 1 -2 and option 3.
- Nick said the west site being considered was across the street from the Benton co. Fairgrounds. East or south of the fairgrounds?
- A new recreational RV park is being built in Philomath along Hwy 20 with an access point on 9th Street, which turns into West Hills Road. It would likely have some impact on traffic leading to the proposed West site, but I doubt it will be completed by the time the Traffic Impact Analysis happens. Will the RV park be taken into consideration when conducting the Traffic Impact Analysis?

FINANCES

- How many years would it be before the investment comes out ahead?
- Has any of the funding come from Covid relief funds?
- Having been provided with inaccurate underestimated costs for previous bond measures that subsequently passed and were implemented, I question the \$200/yr number you provided. Please tell us what the actual mil rate is so we can be better informed of what this will cost us.
- I think it is imperative that Oregon, or at least our County and City, come to their senses and let a sales tax help share the burden. With the churches, the hospitals, and the Universities all shamefully excused from fairness and civic duty, the only equitable tax is a sales tax.
- As a 65-year-old property owner of a modest home in Corvallis, I live in deep fear that I will be taxed out of my home before I die. Being one of only five States that doesn't have a state sales tax, Oregon is the only one where the already existent legal option for local jurisdictions to levy one, is not heavily utilized. Maybe the entire rest of the country isn't wrong. Maybe it is time for this outdated vanity to be examined?
- Do you have an idea of the tax ramifications?
- There is a lot about capital costs but nothing about on going cost compared with the various options.
- The hope is that the bond measure passes. If it doesn't, are there any contingency plans in place to use the existing funding already received?

Virtual Community Meeting on September 8, 2021 (Cont'd)

EQUITY

- How do the percentages of BIPOC people arrested and/or incarcerated compare to the percentage they make up of our community's population? In other words, is there much racial disproportionately in our local justice system?
- Where are the equity considerations on the location? Do not establish another facility of this type in South Corvallis.

FACILITIES

- Are the proposed facilities designed with flexibility in mind for future needs?

Historic Courthouse

- If the courthouse is deemed too unsafe for the public as a courthouse, how will it be deemed safe for the public as not a courthouse?
- What are the realms of ideas for how the courthouse would be used for otherwise?

Sheriff's Office & Emergency Operations

- I would be interested to hear more about the emergency ops center.

Courthouse

- Are there any opportunities for the County and City to house their court functions in the same building for County/City efficiencies?
- Are people aware at the Courthouse the victims are not separate and in close quarters to accused?
- What are the additional annual operational costs if the Courthouse is not co-located with the Correctional Facility?
- Are there potential drawbacks for a downtown location for the new courthouse?

Correctional Facility

- Why are we no longer renting beds from Lincoln County?
- How can you reassure the public that an increase in jail beds won't lead to an increase in arrests? Will you be collecting data to examine for this possibility?
- Could the old correctional facility be repurposed, either as a crisis center or emergency response center.
- With people being directed to the crisis center would you expect the jail population to decrease?
- To Xan Augerot: Nick spoke about how this has been 10 years in the making. Times have changed (CAHOOTS, BLM, etc) and we should expect more change before this proposed project ends. If we seriously implement CAHOOTS-like solutions over the next few years, are we going to end up with a jail that's just too big? Thank you.

Crisis Center

- Danielle-Can you speak to the plans for the Crisis Center: how many beds will be available? How long can a client stay there? Is it eligible for Medicaid reimbursement? How many staff members are needed?

VIRTUAL COMMUNITY MEETING ON OCTOBER 13, 2021

The meeting invitation was sent to 790+ emails, and forwarded to 100+ organizations:



Benton County
OREGON

Justice System Improvement Program

BUILDING A JUSTICE SYSTEM FOR THE FUTURE

Accountability and treatment to transform lives, ensure safety, and strengthen community

Join the conversation about how to build an equitable, effective, and safe justice system for all Benton County residents at our next community meeting.

Register now!

What: Virtual Community Meeting #2
When: Wednesday, October 13 from 5:30-7:00 p.m.
Where: [Register here to join us via Zoom](#)

We want to hear from you

At the meeting, we will share:

- Outcomes of four months of community conversations.
- Key points from site selection discussions to date.

We want to see how our analysis of [recent community conversations](#) resonates with you, and provide you with an opportunity to provide feedback on the Board of Commissioners' site selection deliberations.

The Facebook event of the second meeting reached over 6,500 people by boosting the Facebook event using advertising dollars:



BUILDING A JUSTICE SYSTEM FOR THE FUTURE
Accountability and treatment to transform lives, ensure safety and strengthen community

13

TODAY AT 5:30 PM - 7 PM

Virtual Community Meeting #2: Building a Justice System for the Future

Online Event

Event Ended

About Discussion

Going

Details

Guests

See All

Virtual Community Meeting on October 13, 2021 (Cont'd)

The purpose of the second meeting was threefold:

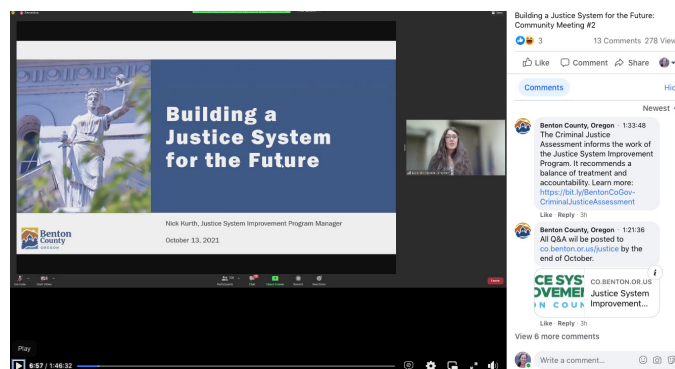
1. Share and gather input on the public involvement results to date.
2. Present key information about site selection and gather public input on criteria priorities.
3. Provide the opportunity for participants to verbally share their ideas and concerns.

Two weeks prior to the October 13 meeting, Justice System Improvement Program staff hosted a 70 person neighborhood speaking engagement with the residents of the Grand Oaks neighborhood. Residents who attended the meeting voiced significant concerns regarding safety, property values, and transportation impacts particularly as it relates to the west site. Due to the unexpectedly large turnout, staff ran all comments through the Zoom chat function, but received feedback from meeting participants that it felt like the County was not listening to them. Following the Grand Oaks meeting, staff determined it was time to provide a broad listening opportunity with a verbal component for the entire community.

141 people attended the October 13 event, hosted in Zoom Meeting to allow for breakout rooms. The agenda included a presentation by program manager Nick Kurth, moderation by Lili'a Neville, one poll, two breakout rooms, and a question and answer session during the course of the 1.5 hour meeting.

The County representatives at the meeting included:

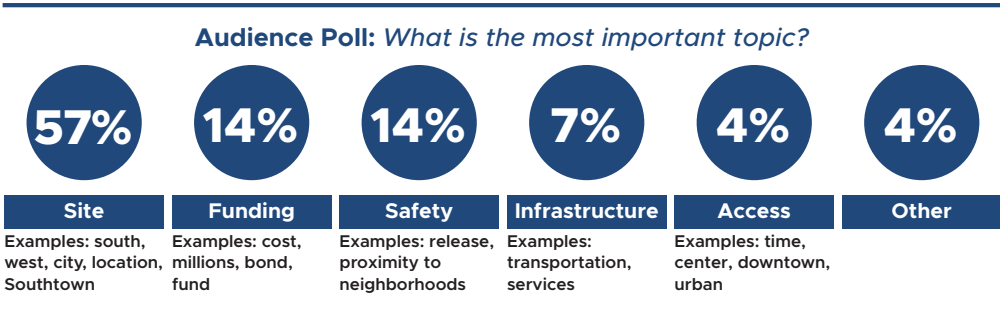
- Commissioners Xan Augerot, Nancy Wyse, and Pat Malone
- Sheriff Jef Van Arsdall
- County Administrator Joe Kerby
- Behavior Health Deputy Director Dannielle Brown
- Engineering and Survey Manager Laurel Byer
- Senior Strategic Programs Manager Lili'a Uili Neville
- Program Manager Nick Kurth
- DLR Group: Justin Stranzl and Mitch Hein
- Public Information Officer Alyssa Rash



Virtual Community Meeting on October 13, 2021 (Cont'd)

BREAKOUT SESSION #1

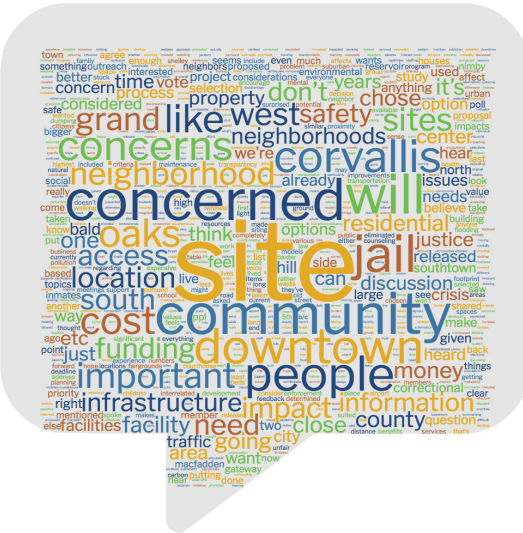
Following a 20-minute introductory presentation, Nick Kurth discussed the key public engagement themes and comments to date, and invited participants to engage in a live poll on the theme that is most important to the community. 80 individuals participated in the poll and the results are presented below.



Meeting participants then divided into 17 breakout rooms to discuss:

“Why did you make your selection for what is most important?”

To the right is a word cloud composed of the meeting notes taken by County staff during the first breakout session, which captures the themes heard throughout the breakout groups.



BREAKOUT SESSION #2

Following the first breakout session, Nick Kurth introduced the site selection process and criteria,

Site Selection: *Remaining Criteria*

Differentiating Factors

- Cost (purchase, development, per acre)
- Annexation into city boundaries
- Access during flooding
- Access for Sheriff's Office and law enforcement
- Access to multi-modal paths
- Expansion for other purposes beyond JSIP space for a tenant

What are differentiating factors?

These are the remaining site selection criteria which have notable differences between the west and south sites.

Kurth then posed the second breakout room question:

“What do you want the Commissioners to keep in mind during site selection deliberations?”

To the right is a word cloud composed of the meeting notes taken by County staff during the second breakout session, which captures the themes heard throughout the breakout groups.



ADDITIONAL COMMENTS IN BREAKOUT SESSIONS

Additional comments from participants in the breakout rooms were noted by the staff and resulted in this final word cloud to the right

The meeting concluded with a lively question and answer session with County representatives.



QUESTIONS AND COMMENTS FROM THE CHAT LOG

Participants posted throughout the meeting using the chat feature in Zoom. Throughout the evening, a vocal minority expressed not supporting or having strong concerns about either of the proposed west or south sites, and interest in reconsidering the north site. Here is a sample of comments and questions from the chat log:

- Can you talk about how you're weighting community input and homeowner concerns in your decision making?
- How did you come to the conclusion that the traffic effects from the facility would be minimal? How often will the deputies need to come and go, what about CPD, how many prisoners will be released and visited daily? How many center staff are you expecting to work there?
- How much work has been done since the Philomath proposal went down to decrease the potential resident jail population by appropriate increases in county staff in the areas of mental health and also addiction services?
- This poll makes no sense. All of these things are interrelated. They're not distinct categories. And it's a false choice.
- What are the next steps and timing for the selection of the site?
- If they maintain the courthouse downtown, can it be renovated so it can be used for the justice system?
- Community member is curious about the bed ratio to population, compared to neighboring communities.
- Community member has questions about how we are contracting out beds, the cost, frequency and the process.

Virtual Community Meeting on October 13, 2021 (Cont'd)

- How much of our county resources go to mental health verses “traditional policing?”
- I can't understand why Benton County is so eager to build this large criminal complex next to any residential neighborhood. They don't seem to be taking into consideration the dangers that would be imposed on the residents; especially children and people who enjoy the recreational trails around bald hill. Not to mention the negative impacts that would impact the neighborhoods during construction. Which could go on for years.
- Talking about vegetation, etc., has there been any consideration of the impact of increased noise, light, traffic, etc. on Bald Hill, a valuable asset for us all?
- Is the site assessment available for the public to view?
- The community of South Corvallis has been going through an urban renewal process. Will the location create complications for this? And will the community continue to be an inviting location where people stop and feel comfortable?
- Have the impacts on communities outside of Corvallis (Monroe, Alsea, etc.) been included and considered in the location and planning?
- How are adults in custody being released and safety issues being addressed?
- Has anyone heard anything about the West site being removed and added back to the planning?
- When the project comes out on the ballot to vote on, will the detailed impacts to our tax bill be included so people are fully informed on the cost?
- So why has eminent domain not been considered for the McFadden Site? That site seems like a "no brainer."
- Can we see the decision matrix where you eliminated properties including McFadden?
- What is wrong with downtown?
- I believe this project should remain downtown...build up!
- I advocate smart growth. Use what we already have in new ways rather than acquire more.
- For future public outreach sessions could the county mail meeting notice to residents to maximize participation?
- Have you factored in the increased cost of staffing a jail with 120 beds and is it sustainable?

Virtual Community Meeting on October 13, 2021 *(Cont'd)*

- I worry that a lack of input from the South Corvallis community will be considered tacit approval for locating the facilities in South Corvallis.
- I oppose spending the Corvallis community's money on bigger jails and cop/sheriff facilities. This is a peaceful town. Whatever level of policing and jails we have is clearly sufficient. Why would we spend millions more on this issue? Can't we think of a better use of our land and money? This initiative is a waste of our resources and a law enforcement power-grab.
- Average jail time in most communities in Oregon...11 days. These criminals are going to get released sooner or later...right to our back door
- If the justice center is located in south Corvallis, what effect will that have on services when the Marys River floods and blocks access to downtown?
- Has the County approached the owner of the McFadden property in the recent past? County staff relayed that the owner lost a family member at the time and lost interest in the deal. Just to clarify, as I understood it from County Staff, the owner did not refuse to sell, but stepped away from the conversation. It was a top site for County. Can we approach the owner again?

CONCLUSION

Over the course of nearly five months, the County conducted 26+ speaking engagements and small-group conversations with 300+ attendees. Additionally, the County hosted two Virtual Community Meetings: September 8 with 79 attendees and October 13 with 141 attendees. In October, over 100 more people participated via Zoom recording and online questionnaire. During this time additional outreach was conducted via email and social media platforms.

The public engagement conducted showed clear themes in relation to the Justice System Improvement Program. The public voiced several opportunities for the program, including improving community safety, security, and the ability to respond to crisis; creating operational efficiencies by co-locating facilities; and providing both accountability and treatment through programs and facilities.

Additionally, the public raised concerns and questions, including: transportation impacts to neighborhoods, specifically the west site; concerns about the South site, including flooding, infrastructure capacity, and gateway issues; economic impacts of added taxes to residents; safety and property valuation concerns near correctional facilities; equity issues in relation to site geography and justice system data; and lack of trust in County financial decisions.

**MINUTES OF THE MEETING
BENTON COUNTY BOARD OF COMMISSIONERS**

Tuesday, September 21, 2021

GoToMeeting link: <https://global.gotomeeting.com/join/442720061>

Livestream: <http://facebook.com/BentonCoGov>

9:00 a.m.

Present: Nancy Wyse, Vice-Chair; **Pat Malone**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator

Excused: **Xanthippe Augerot**, Chair

Staff: **Jennifer Ambuehl**, Mary Otley, Finance; **Dannielle Brown**, **Suzanne Hoffman**, **April Holland**, Health; **Laurel Byer**, **Pat Depa**, **Greg Verret**, Community Development, **John Devaney**, **Jef Van Arsdall**, Sheriff's Office; **Teresa Farley**, **Joe Hahn**, **Lili'a Neville**, BOC Staff; **Erika Milo**, BOC Recorder; **John Pegg**, Emergency Management; **Alyssa Rash**, Public Information Officer; **Gary Stockhoff**, **Debie Wyne**, Public Works; **Matt Wetherell**, Juvenile Department

Guests: **Chris Bailey**, City of Albany Public Works; **Alexis Biddle**, 1000 Friends of Oregon; **Julie Fischer**, Cogito; **Pat Hare**, City of Adair Village; **Peggy Lynch**, **Ronald C. Weigel**, Adair Village residents; **Bo Price**, Dumbeck Lane Domestic Water Supply District

Vice-Chair Wyse called the meeting to order at 9:00 a.m.

I. Opening:

A. Introductions

B. Announcements

Wyse acknowledged that this land used to belong to Indigenous peoples, and called upon current residents to dismantle systems of oppression wherever possible.

II. Comments from the Public

Peggy Lynch, Adair Village resident: Lynch shared concerns about Item 4.2 regarding the Adair Village Urban Growth Boundary and the lack of notice to allow public comment.

III. Review and Approve Agenda

The following items were added to the agenda:

6.5 Discussion and Decision Regarding Financial Request from Corvallis Housing First (CHF) to Provide \$75,000 to Complete the Renovations of Third Street Commons – *Joe Kerby, County Administrator; Suzanne Hoffman, Health Services*

7.1 Board Tour of Two Potential JSIP Sites

IV. Work Session

4.1 Update from Department Operations Center – *Suzanne Hoffman and April Holland; Health Services*

Hoffman explained that Health is presenting COVID-19 updates more frequently due to Delta variant surges.

Holland shared that Benton County COVID-19 case counts are down slightly, but still very high, with 171 cases in the past week, down from 179 the week before. The seven-day average is 181 cases per 100,000 of population. Over 100 is considered high community transmission. The 14-day average is 370 per 100,000 of population. The 17.1% positivity rate, one of the lowest in the state, is due to a high volume of testing. Benton has many outbreaks, including many in Kindergarten-12th grade schools. In-person school has just started. Several classrooms and buses have been quarantined. University classes start tomorrow; high case numbers are expected as move-in testing resumes.

Hospitalizations remain high in many areas, though decreasing statewide; this may relate to creating more space in long-term care facilities (LTCFs) to accommodate hospital discharges. Good Samaritan Regional Medical Center (GS) has 26 COVID-19 patients and a seven-day average of 24 per day. Today, hospital region 2 (Benton, Yamhill, Polk, Lincoln, Linn, and Marion Counties) has zero of 95 intensive care unit (ICU) beds available, and 4 of 705 staffed non-ICU beds available. This affects all types of care.

Nationally, about 2,000 people per day are dying from COVID-19. Five people have died in the County in the last week, more than at any other point in pandemic; also, earlier deaths occurred over a longer time period. Even as cases decrease, hospitalizations and deaths will continue for weeks.

The County continues to hold vaccination events, including two at schools last week and one this week hosted by the Coalition of Graduate Employees. Ten upcoming events at high schools will offer attendees food boxes and \$100 gift cards. The Food and Drug Administration (FDA) has approved a third vaccine dose (as part of the initial series) for moderately to severely immunocompromised people, but not a booster dose. The FDA also advised that people 65 and older or at risk for severe disease should get a booster at least 6 months after the second dose. The Centers for Disease Control (CDC) will issue recommendations on boosters this week, followed by an Oregon Health Authority (OHA) recommendation early next week. Booster planning is underway in the County. A planned mass vaccination event at Linn County Fairgrounds will have much lower capacity than expected; staff are exploring other sites in the City of Corvallis. These clinics will be smaller than Reser Stadium clinics and will occur one to two days per week as needed. Health staff are in frequent communication with Oregon State University (OSU) and GS. Estimates of booster capacity and need vary depending on CDC/OHA guidance. The County does not need an Emergency Operations Center at this time.

Malone asked about local/regional test processing capacity given the increase in testing at OSU and in certain professions.

Holland replied that testing need will increase, but County capacity should continue to be good. Test turnaround is currently 24-36 hours. Rapid antigen at-home tests have become scarce since the Delta surge began; President Biden plans to make the tests much more available, at cost or free. Some tests can be found online and in pharmacies this week. The rapid test does not detect virus as well in asymptomatic individuals as the polymerase chain reaction test, but is widely used.

Malone asked Holland to comment on why Linn County's infection rates have been much higher than Benton's for several weeks.

Holland replied that Linn has a 48% fully vaccinated rate, while Benton has 65%; a lower rate allows more opportunities for the virus to spread. Responding to a question from Kerby, Holland replied that there have been 28 total COVID-19 deaths in Benton County as of today.

4.2 Discuss Adair Village Urban Growth Boundary (UGB) Expansion with Benton County and Legislative Action – *Pat Depa, Community Development; Pat Hare, Adair Village City Administrator*

Verret explained that the City of Adair Village (AV) and some property owners have asked the County to initiate legislative amendments to the comprehensive plan to allow expanding the AV UGB and annexing additional land to meet 20-year housing needs. UGB expansion is not being decided today, only what process to use to consider expansion.

Depa explained that AV is currently not in compliance with Oregon Revised Statute 196.296, which requires local government to demonstrate sufficient buildable land in the UGB. In June 2021, new estimated population growth numbers projected that AV will add over 1,100 people in the next 20 years. Recent residential developments in AV have removed over 45 acres of the currently zoned inventory. AV remains in contact with the land owner who sold the lot for the Calloway Creek development; the owner wants to sell the other half, about 42 acres, to the same developer. Another land owner with 13 acres in northeast AV wants to be annexed. There have been about 6 meetings between developers, owners, Verret, consultants, Depa, Hare, and a Department of Land Conservation and Development (DLCD) representative. The developer and landowners hired a consultant who is in contact with the County Global Information System mapping coordinator. The AV City Council, AV staff, and DLCD representative are in full support. Both properties can access public utilities.

Hare requested County support due to the complexity of the process. Hare explained that only half of the southern property was included in the UGB in 2009 because AV did not then have population needs for the entire property. AV has updated comprehensive plans, building codes, land use codes, and has expanded sewer and water capability. Because AV's population is under 10,000 people, it does not need as much analysis as Corvallis. The new development built and filled 170 homes, with 70% of residents coming from Corvallis. The expansion can only move south; to the west is Highway 99; to the east, prime farmland; to the north, E. E. Wilson Wildlife Area.

Wyse asked about other options if the Board does not initiate this project legislatively.

Verret replied that a property owner can apply to AV or the County for a conditional use permit. Unlike a permit, an application to amend the comprehensive plan does not have a time limit for a final decision.

Malone asked if area number 926 on the Weigel (south) property was originally included in the 2009 UGB expansion.

Hare replied that the land over to Highway 99 and down to Crane Lane was originally included in the first expansion, but AV did not meet the population projection at that time. The first development has roads and infrastructure going into the next part of the Weigel property, and all related drainage is planned for that land. The entire 42 acres is buildable unless significant wetlands are found; so far, only a few spots to the south have been found. AV is working with DLCD on mitigation options.

Malone emphasized the need for alternative transportation, including more frequent Corvallis Transit service, to avoid more cars on Highway 99. The Community Connections Path could connect to AV along 99W. A crossing from AV to 99W was proposed in the past.

Hare noted that AV is involved in the Transportation Service Plan (TSP) with Benton County and is also working on a trails plan including that connection. AV requires bicycle lanes and footpaths for all developments and supports connectivity to the Cities of Corvallis and Albany.

Byer added that AV has worked closely with the County on the TSP and the trails development plan through the Capital Area Metropolitan Planning Organization. Conversations about traffic impact will continue.

Verret outlined next steps: Depa and AV staff review the prepared material about Oregon Administrative Rules regarding UGB expansion, with input from the DLCD representative. A staff report is prepared for the planning commissions of each body; each will hold at least two public hearings with opportunity for public oral or written testimony. The County Planning Commission sends the Board a recommendation to approve, modify, or reject the plan. The City and County can hold a joint meeting if there are differences between the two versions.

Wyse asked if the County's role is to initiate the program and work through expanding the UGB, whereas the annexation is processed by AV.

Verret confirmed. If the Board has concerns, the matter could be reviewed as if from an applicant. If the Board approves, co-sponsoring with AV is an appropriate approach. In an application process, a fee offsets some County costs. Verret's main concern is timing and workload for County staff. Verret is now focused on the Community Wildfire Protection Plan and the Home, Opportunity, Planning, and Equity (HOPE) shelter recommendations. Tradeoffs will be needed, but staff will make it work.

Hare noted that AV hired a third-party contractor to prepare most of the findings. However, the County still has to review the material for either process.

In a private chat message to Malone, a member of the public asked about a new zone with increased density adopted by AV, as referenced in the meeting packet.

Hare replied that DLCD likes to infill at a higher density than AV code currently allows, so AV adopted an R-4 cottage cluster zone.

In a private chat message to Malone, Lynch requested a week's postponement so members of the public can review the proposed request, including details about type of units and demographics.

Hare clarified that a development is not being proposed yet.

Malone added that Lynch's concerns could be addressed at a later date.

MOTION: Malone moved to initiate the legislative process to amend the County's Comprehensive Plan Map and Zoning Map to expand the City of Adair Village's Urban Growth Boundary (UGB). Wyse seconded the motion, which **passed 2-0.**

Vice-Chair Wyse recessed the meeting at 10:01 a.m.

Vice-Chair Wyse reconvened the meeting at 10:06 a.m.

4.3 Discussion and Update on Justice System Improvement Program (JSIP) –
Nick Kurth, JSIP Project Manager; Alyssa Rash, PIO; Julie Fischer, Cogito consultant

Kurth reviewed that on September 28, 2021, Kurth will present engagement findings to date and discuss selecting the west or south sites, with a preliminary agreement to be reached on October 5, 2021. The second large public meeting is on October 13, 2021, and Kurth returns to the Board on October 19, 2021 for a final site selection.

Kurth explained that the JSIP vision of treatment and accountability is resonating with the public. New facilities under consideration include: crisis center, correctional facility, Sheriff's Office and Emergency Operations, and repurposing the historic courthouse (HCH). Public engagement has been underway for about 2 months, with 5 presentations this week and several more before October 13, 2021. Participants were asked to rank the importance of each facility, where to locate the new courthouse (suburban or downtown), and preferred option for repurposing the HCH. Site preference is not asked explicitly, as recommended by DLR Group, engineering and design consultants. Staff limited the number of questions due to time constraints.

Rash presented public engagement results from June-September 2021. Over 730 interested parties signed up for JSIP updates. Over 21 speaking engagements and small group conversations were held for 200 attendees. Fischer invited 106 stakeholder organizations to share the County's information. Staff hosted the first virtual community meeting on September 8, 2021; there were 79 attendees and 306 people who interacted with the post through Facebook livestream. The October 13, 2021 will provide more information. Rash asked if additional groups should be contacted about speaking engagements.

Kerby mentioned the Grand Oaks subdivision.

Fischer has emailed stakeholders (including the Board of the Homeowners Association) with potential dates and is awaiting response.

Hahn shared that a community member suggested talking to the provider group working with Julie Arena, Home, Opportunity, Planning, and Equity (HOPE) Coordinator.

Rash replied that staff will speak to the HOPE Advisory Board tomorrow.

Wyse asked about the City Councils of Adair Village and Monroe.

Rash shared that the team has engaged other municipalities, including outreach to schools, chambers of commerce, and grange halls; responses have been slow, but contact continues.

Wyse also suggested Community Action Committees for rural areas. Kerby suggested Verret as a point of contact.

Malone opined that groups should be as large as possible given the amount of staff time each meeting requires.

Rash noted the team uses reminders to maximize attendance. Attendance has improved in the shift from small group conversations to speaking engagements. Attendees are encouraged to fill out the post-meeting survey.

Kurth acknowledged concerns about number of staff, but noted that broad staff support shows the County's commitment and preparation. Small groups can lead to more in-depth discussions.

Rash shared that partners will be key ambassadors, and attendees appreciate getting expert answers. Kurth can provide email follow-ups to attendees. There is good return on investment.

Rash shared sample comments from attendees, such as:

- importance of programs and facilities being connected; proposed improvements provide both accountability and treatment
- concerns about economic burden of added taxes to low-income/retired homeowners; doubt about a \$100 million measure passing
- concerns about geographic equity of locations (safety, property valuation); “not in my backyard” (NIMBY) comments from residents near sites
- concerns about transportation impacts on neighborhoods, especially from the west site
- the Courthouse needs to be downtown, part of civic life, visible, supports other jobs; protests and rallies should be visible and not happen in neighborhoods
- preference for a centralized location for lower costs and greater efficiency; centralized security recommended
- concerns that natural disasters such as flooding could shut off emergency services (especially at the south site); Emergency Operations Center needs to be viable
- lack of trust in County financial decisions

Rash showed an invitation email which was forwarded by stakeholder groups and electeds. The September 8, 2021 virtual community meeting featured Kerby, Augerot, Brown, Devaney, Van Arsdall, Byer, and two DLR representatives. Poll results from this meeting:

- Rank the facilities by importance: a majority of respondents prioritized the crisis resource center, followed by the correctional facility. There were mixed results for the new courthouse (NCH) and Sheriff's Office/ Emergency Operations.
- Where put the NCH: about 65% prefer downtown, which holds true for most engagements. A small vocal minority prefers the efficiency of a justice campus combining NCH and correctional facility.
- Which HCH option do you favor: 47% support upgrading for public access; 42% use for public access without upgrades, 10% maintain for District Attorney's office.

Neville asked Rash to expand on comments about lack of trust in County financial decisions.

Kurth replied that those comments reflect two presentations, mostly to Benton County Sheriff's Office staff, who are core users of two facilities. Opinions related to the County's funding prioritization for proposed facilities, and questions on past Law Enforcement decisions.

Kurth summarized decisions to be made before April 2022: cost of bond, locations, HCH and NCH, south and west site preference. Draft and final purchase and sale agreement to follow site selection.

Malone felt the ‘NIMBY’ concern is legitimate and should be addressed, but the current jail location does not have significant safety problems; the problem is the facility. A similar concern

on the last justice system bond measure brought significant opposition from City of Philomath residents. Images of modern facilities show the public that facilities could be a positive addition to a neighborhood. Traffic is a big west site concern, but the facilities will not significantly impact current traffic issues at any site.

Kerby encouraged staff to be empathetic to community members and address concerns without judgment.

Wyse cautioned staff against using the ‘NIMBY’ term, which sounds dismissive. Public concerns are valid. In future, refer to balancing neighborhood concerns with other pros and cons.

Kerby, Malone, and Wyse thanked staff for this important work.

Malone commented on the importance of informing the public about limitations of the current facility, and stressed that staff on the front lines need the tools to be successful. Staff are doing a heroic job in an inadequate facility.

V. Consent Calendar

- 5.1 In the Matter of Extending the Oregon Youth Authority (OYA) Lease Agreement with Linn Benton Detention Center for 1 year – *Matt Wetherell, Juvenile Director***
- 5.2 Appointment to the Willamette Criminal Justice Council - Leslie Soriano**
- 5.3 Approve August 17, 2021 Joint City/County Work Session Minutes**
- 5.4 Approve August 17, 2021 Tuesday Board Meeting Minutes**
- 5.5 Approve August 24, 2021 Tuesday Board Meeting Minutes**

MOTION: Malone moved to approve the Consent Calendar of September 21, 2021. Wyse seconded the motion, which **passed 2-0.**

PH 1 In the Matter of a Public Hearing Adopting Supplemental Budget FY2021-023 - #22031, Resolution No. 2021-024 – *Jennifer Ambuehl, Finance Services*

Vice-Chair Wyse opened the public hearing at 11:00 a.m.

Staff Report

Ambuehl explained that five funds need updates. The General Fund has a net appropriations increase of \$693,207. Within that, General Government Operations increases \$561,500 to set up appropriation for Coronavirus Aid, Relief, and Economic Security (CARES) Act equity funds to cover anticipated vaccination costs (staff, materials, and vaccination van). Natural Areas, Parks & Events increases \$121,600 for general staff and operations, transferred from the Fair Fund due to an error. Contingency increases \$10,107 due to increased revenue from the Oregon Judicial Department (OJD).

The Fair Fund has a reclassification of appropriation authority in Cultural and Educational Operations, decreasing \$121,600 due to the Fair Fund transfer. The HUD Grant Fund was renamed the Special Grant Fund. Community Services Operations increases \$1,100,000 due to three grants for child care, the Food Bank, and housing assistance. Appropriations increases the

same amount to pass the grants to outside agencies. The Court Security Fund increases \$19,984 in contracts for services due to the OJD revenue. The Trust Fund increases \$8,743 in professional services for court mediation, also OJD revenue. Overall increase is \$1,821,934; Operations increases \$1,690,227; Transfers increase \$121,600; Contingency increases \$10,174.

Public Comment

No comment was offered.

Vice-Chair Wyse closed the public hearing at 11:06 a.m.

MOTION: Malone moved to adopt Resolution #R2021-024 in the matter of Supplemental Budget #22031. Wyse seconded the motion, which **passed 2-0.**

PH2 In the Matter of a Second Hearing Regarding the Annexation of Property Within the Dumbeck Lane Domestic Water District (DL) into the North Albany County Service District (CSD) – Vance Croney, County Counsel; Gary Stockhoff, Public Works

Vice-Chair Wyse opened the public hearing at 11:08 a.m.

Staff Report

Counsel explained that the first hearing was to determine whether it is in the public interest to annex DL into the North Albany CSD. The County is required to provide notice and opportunity for any elector in the area to file a letter. No letters were filed. The October 21, 2021 effective date allows DL customers to close and transfer their accounts.

Public Comment

No comment was offered.

Vice-Chair Wyse closed the public hearing at 11:10 a.m.

MOTION: Malone moved to approve Order Number D2021-065 in the matter of annexing property within the Dumbeck Lane Domestic Water Supply Special District into the North Albany County Service District effective October 21, 2021. Wyse seconded the motion, which **passed 2-0.**

VI. New Business

6.1 In the Matter of Dissolving Dumbeck Lane Domestic Water Supply District pursuant to ORS 198.940 – Vance Croney, County Counsel

Counsel explained that the DL board, being unable to recruit new board members, adopted a resolution by statute to dissolve the special district and forward the matter to the Board of Commissioners. Remaining DL funds will be used to pay down DL's loan from Business Oregon, with the remainder to be paid by the County. Infrastructure will be transferred to the City of Albany.

Responding to a question from Malone, Counsel replied that DL has paid about \$300,020 of the \$377,000 loan balance. Once DL transfers its remaining cash to the CSD, the County will apply that to the balance. The County probably has to contribute about \$20,000 to pay off the loan. The loan will not be transferred to North Albany. When that is complete, adjusted customer rates can be determined. Customers still owing on loan repayment accounts will continue to pay \$19 per month to Albany.

MOTION: Malone moved to adopt Order No. D2021-066 dissolving the Dumbeck Lane Domestic Water Supply District. Wyse seconded the motion, which **passed 2-0.**

6.2 In the Matter of Approving a Notice of Intent Applying for Funding from the Federal Lands Access Program (FLAP) for the South Fork Road Corridor – Laurel Byer, Public Works

Byer explained that the FLAP grant is available through the Western Federal Lands Group (WFLG) for local agencies to improve roads leading into Federal lands. A 2016 corridor study by the Bureau of Land Management (BLM) and Cascades West Council of Governments found many safety issues on South Fork Road, Alpine Road, and Alpine Cutoff Road, the main entrances to Alsea Falls recreation site and the Fall Creek bicycle trail system. The BLM received funding to improve its portion of the roads, which will enhance the County's application. The application is being drafted in coordination with the BLM and is due October 7, 2021. WFLG is required to administer the project; a Federally-led project costs more than a County-led one, so the application will request \$3-5 million. The County has a required match of 10.27% of project costs, or about \$300,000, to come from the Public Works Road Fund. Work to occur in Fiscal Year 2024-25.

MOTION: Malone moved to approve the Notice of Intent to apply for funding through the Federal Lands Access Program for surface preservation and upgraded signage on Alpine Road, Alpine Cutoff Road, and South Fork Road in accordance with the South Fork Road Corridor Plan. Wyse seconded the motion, which **passed 2-0.**

6.3 Discussion and Decision in Establishing a New Behavioral Health Position – Dannielle Brown, Health Services

Brown explained the need for a Customer Service Representative to support children's services. Salary and benefits total \$74,437 per year for an A-13 American Federation of State, County, and Municipal Employees represented position, funded through revenues from contracts with OHA, InterCommunity Health Network, and health center wraparound payments. Currently Behavioral Health has one CSR supporting about 60 staff for all mental health and substances programming. This position would support 15 staff. Staff are working on a second children's services location; this position would move to that site.

Kerby noted that the Position Review Committee examines position requests made outside the normal budget process, and has reviewed this request.

MOTION: Malone moved to approve the establishment of a 1.0 Regular position, Client Services Representative. Wyse seconded the motion, which **passed 2-0.**

Vice-Chair Wyse recessed the meeting at 11:40 a.m.

Vice-Chair Wyse reconvened the meeting at 11:45 a.m.

6.4 Discussion and Decision to Approve the United Way of Linn, Benton & Lincoln Counties Application to Include Benton County as an Employee Payroll Deduction -- Mary Otley, Debbie Parsons, Finance Services

Otley explained this is the first request by an organization to be a workplace charitable giving agency for the County. The charitable giving policy was adopted October 1, 2019. Any

organization that meets the criteria may apply. Finance and Human Resources review applications and present options to the Board annually by September 30, 2021.

MOTION: Malone moved to approve the United Way of Linn, Benton & Lincoln Counties application to be included in the organizations that Benton County employees can contribute to through a payroll deduction. Wyse seconded the motion, which **passed 2-0.**

6.5 Discussion and Decision Regarding Financial Request from Corvallis Housing First (CHF) to Provide \$75,000 to Complete the Renovations of Third Street Commons (TSC) – Joe Kerby, County Administrator; Suzanne Hoffman, Health Services

Kerby explained that in fall 2020, the City of Corvallis, Benton County, and other providers applied for a State Project Turnkey grant to purchase hotels/motels to address housing and homelessness issues during COVID-19 response. The grant allowed CHF to purchase the Budget Inn (now TSC). CHF made facility improvements costing about \$419,000 above the purchase price. CHF has received partial reimbursement and donations from other organizations, but about \$94,000 is not covered. CHF has asked Corvallis and the County for up to \$75,000.

Hoffman explained that CHF is a key partner in implementing many HOPE recommendations, including the top priority of sheltering as many people as possible this winter. TSC will be used as a shelter now and later as permanent supportive housing. CHF has opened 12 of 25 rooms, sheltering 16 people, and intends to increase capacity. The buildings need repair and upgrades, including issues not discovered until construction began. Oregon Community Foundation and other organizations contributed to repairs. CHF has used its own reserves and needs assistance to replenish some of those reserves.

Kerby contacted Corvallis City Manager Mark Shepard about sharing the cost, but the City cannot do so at this time. Later this year the City will consider a contribution from CARES Act funds, but Kerby recommended that the County fund the full amount now.

Otley noted the County has \$4.4 million in reserves, with \$500,000 allocated for HOPE costs. There are also unallocated American Rescue Plan Act (ARPA) funds under discretionary funds for lost revenues or allowed expenses. In 2020, the County had about \$3 Million in lost revenues; 2021 data cannot be calculated till end of year. Allowable ARPA discretionary fund uses could include housing.

Malone emphasized the urgency of increasing available winter shelter and was comfortable funding the full amount from HOPE reserves or other sources, with the hope that Corvallis might contribute by end of year.

Wyse expressed support for the project but requested that Andrea Myhre, CHF, provide more information to the Board at a later meeting to allow more time for deliberation.

Kerby noted this would also allow Augerot to be present. Kerby suggested that a future motion include the funding source and asked if the Board had a preference.

Malone requested staff guidance on funding sources.

Kerby noted the County does not have a formal process for funding external agencies outside of the budget cycle; Otley and Kerby have discussed a more formal approach in future. The \$500,000 HOPE reserve may not be enough for all HOPE needs. Kerby to schedule Myhre to speak within the next two weeks.

Malone felt developing a formal process would be worthwhile to help prioritize spending.

Vice-Chair Wyse recessed the meeting at 12:15 p.m.

VII. Other

7.1 Board Tour of Two Potential JSIP Sites

Vice-Chair Wyse reconvened the meeting at 3:17 p.m. at the potential JSIP site at the south end of Deschutes Avenue in south Corvallis.

Wyse, Malone, and staff toured the potential JSIP site south of Deschutes Avenue. The Board then travelled to and toured a second potential JSIP site at the corner of 53rd Street and SW Reservoir Avenue.

VIII. Adjournment

Vice-Chair Wyse adjourned the meeting at 4:46 p.m.

Nancy Wyse, Vice-Chair

Erika Milo, Recorder

** NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 10/19/21

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Sheriff's Office

Contact Name * Bryan Lee

Phone Extension * 6114

Meeting Attendee Name * Bryan Lee

Agenda Item Details



Item Title * Month of October as The Great Oregon Shake Out

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☐ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☒ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Board/Committee Involvement *
☐ Yes
☒ No

Advertisement *
☐ Yes
☒ No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

This Proclamation/Resolution is to promote the Month of October 2021 as The Great Oregon Shake Out Month and recognize that impacts of a Cascadia Subduction Zone earthquake will impact all members of our community and our region.

In order to increase awareness of our area's level of risk for earthquakes, October's Shake Out exercise encourages participants to run-through a scenario in which they practice the "Drop, Cover & Hold" activity.

October as The Great Oregon ShakeOut Month has been designated as such to support community resilience to earthquake hazards through planning, preparedness, and coordination. Before the Cascadia Subduction Zone earthquake strikes, it is important to have a plan, build an emergency kit, practice the plan, and support the next generation in a lifestyle and culture of preparedness.

Options *

1. Proclaim October as The Great Oregon Shake Out Month
2. Do not Proclaim October as The Great Oregon Shake Out Month

Fiscal Impact *

- ☐ Yes
☒ No

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes ☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values *

Select all that apply.

- ☐ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☒ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☐ N/A

Explain Core Values Selections *

This Proclamation directly contributes to community resilience by reminding the community to be prepared for earthquake emergencies and to practice earthquake safety drills such as “Drop, Cover, and Hold On”.

Focus Areas and Vision *

Select all that apply.

- ☐ Community Safety
- ☒ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☐ N/A

Explain Focus Areas and Vision Selection *

The U.S. Department of Homeland Security and Federal Emergency Management Agency (FEMA) have identified the Cascadia Subduction Zone earthquake as a major national-level threat. This Proclamation directly contributes to community resilience by reminding the community to be prepared for a catastrophic earthquake scenario.

Recommendations and Motions

Item Recommendations and Motions

Staff Proclaim October 2021 as the Great Oregon Shake Out Month

Recommendations *

Meeting Motions * I move to ...

I move to proclaim that the month of October 2021 as The Great Oregon Shake Out Month

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

ShakeOut PROCLAMATION.docx

15.19KB

Comments (optional)

If you have any questions, please call ext.6800

Department

JEFRI VANARSDALL

Approver

Department Approval

Comments

Signature

A handwritten signature in black ink on a light gray rectangular background. The signature reads "Jeff Van Arsdall" in a cursive script.

BOC Initial Approval

Approvals Required ☐ Counsel
 ☐ Finance
 ☐ HR

County JOE KERBY
Administrator
Approver

Comments

County Administrator Approval

Comments

Signature

Theresa Kelly

BOC Final Approval

Comments

Signature

Teresa Foley

In the Matter of Proclaiming October as)
The Great Oregon ShakeOut Month in) PROCLAMATION P2021-020
Benton County)

Pat Malone, Commissioner

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 10/19/21

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * County Counsel

Contact Name * Vance Croney

Phone Extension * 6890

Meeting Attendee Name * Vance Croney

Agenda Item Details



Item Title * Second Reading of Ordinance No. 2018-0287 Amending Benton County Code Ch 19, Ambulance Service Area Plan

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☐ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☒ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Board/Committee Involvement * ☐ Yes ☒ No

Advertisement * ☐ Yes ☒ No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

This item originally went through a public hearing and a first reading on September 4, 2018. For some unknown reason a second reading was not conducted. Benton County's Charter only requires a minimum of 14 days between the first and second readings of an ordinance; there is no expiration on when a second reading may occur.

In 2018, the Emergency Medical Advisory Committee (EMAC), the fire chiefs from Corvallis and Albany and the Health Dept., all recommend dissolving the EMAC because it no longer served a useful role. In order to complete the dissolution process, Benton County Code, ch. 19 Ambulance Service Area Plan, must be amended to remove the requirement that EMAC be established.

In addition to removing references to EMAC, the amendments to BCC ch. 19 will shift plan and franchise oversight and reporting responsibility to the Health Department.

Because this ordinance does not alter legal requirements or regulatory standards, there is no detriment to conducting a second reading at this time. EMAC has been disbanded for three years and this ordinance merely formalizes its dissolution.

Options *

- 1) Restart the ordinance process to amend BCC ch 19
- 2) Conduct a second reading of Ordinance No. 2018-0287

Fiscal Impact *

- ☐ Yes
- ☒ No

2040 Thriving Communities Initiative

Mandated Service? * ☐ Yes
☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values *

Select all that apply.

- ☐ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☒ N/A

Explain Core Values n/a
Selections *

Focus Areas and Vision *

Select all that apply.

- ☐ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☒ N/A

Explain Focus Areas n/a
and Vision
Selection *

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * Conduct a second reading of the ordinance.

Meeting Motions * I move to ...
I move to conduct a second reading of Ordinance No. 2018-0287 amending
Benton County Code Chapter 19, Ambulance Service Area Plan.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

CC_Amd Ch19-Ambulance Svc Pln REDLINE.pdf	778.37KB
Chp 19 Ordinance 2018-0287.docx	16.31KB

Comments (optional) If you have any questions, please call ext.6800

Department Approver VANCE CRONEY

Department Approval

Comments

Signature

Vance H. Cheney

BOC Initial Approval

Approvals Required ☐ Counsel
☐ Finance
☐ HR

County Administrator Approver JOE KERBY

Comments

County Administrator Approval

Comments

Signature

Theresa Kelly

BOC Final Approval

Comments

Signature

Teresa Foley

**BEFORE THE BOARD OF COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Amending the)
Benton County Code Chapter 19,)
Ambulance Service Area Plan)** **Ordinance No. 2018-0287**

THE BENTON COUNTY BOARD OF COMMISSIONERS HEREBY ORDAIN
AS FOLLOWS:

WHEREAS, the Benton County Code Chapter 19 currently describes the Ambulance Service Area Plan and role of the Emergency Medical Advisory Committee (EMAC); and

WHEREAS, the members of EMAC, Board of Commissioners, Ambulance Service providers and staff desire to dissolve EMAC because the length of the ASA franchise agreements and the means of selecting providers has left the committee no meaningful work; and

WHEREAS, EMAC, the Board of Commissioners and staff have determined it is in the best interests of the county and the public to revise Benton County Code Chapter 19 to remove the requirement that Benton County maintain an Emergency Medical Advisory Committee; and

NOW, THEREFORE, the Benton County Board of Commissioners ordain as follows:

1. Short Title. This ordinance shall be known as “Amendment to Benton County Code Chapter 19.”
2. Text Amendment. Benton County Code Chapter 19 is hereby amended as noted in the attachment marked Exhibit A.

This ordinance shall become effective on the 18th day of November, 2021.

1st Reading: September 4, 2018
2nd Reading: October 19, 2021
Effective Date: November 18, 2021

BENTON COUNTY
BOARD OF COMMISSIONERS

Approved as to Form

Xanthippe Augerot, Chair

County Counsel

Nancy Wyse, Commissioner

Recording Secretary

Pat Malone, Commissioner

CHAPTER 19

AMBULANCE SERVICE AREA PLAN

ADMINISTRATION

19.005 Ambulance Service Area Plan. The Board of Commissioners, acting as the Board of Health (Board), has adopted an Ambulance Service Area (ASA) Plan as required by state law. Whenever this Chapter and the Plan conflict, this Chapter shall be controlling. [Ord. 91-0085]

~~**19.010 Benton County Emergency Medical Advisory Committee.** The Board hereby establishes the Benton County Emergency Medical Advisory Committee. The Board shall adopt bylaws for this Committee by order. The members of the Committee shall be appointed by the Board. The Committee shall have the powers and duties specified in the Ambulance Service Area Plan. [Ord. 91-0085]~~

19.015 Assignment of ASAs. The Board shall assign, by order, an ambulance service area or ambulance service areas. [Ord. 91-0085]

19.020 Exclusivity of Assignment. No person or persons, acting individually or jointly, in any capacity, shall provide ambulance service in Benton County unless and until the Board has, by order, assigned an ambulance service area to that person or group of persons. [Ord. 91-0085]

19.025 Boundaries. The boundaries of the ambulance service area(s) is (are) as specified in the Ambulance Service Area Plan. Boundaries may be amended by the Board by order. [Ord. 91-0085]

SUSPENSION OR REVOCATION OF ASSIGNMENT

19.100 Suspension or Revocation. The Board may suspend or revoke an assignment of an ambulance service area upon either the recommendation of the Benton County ~~Emergency Medical Advisory Committee~~Health Administrator or upon ~~its~~their own motion upon the following findings:

- (a) The provider willfully violated Chapter 19 of the Benton County Code, the Ambulance Service Area Plan, state or federal law, Administrative Rules, or any applicable regulations;
- (b) The provider materially misrepresented facts or information in its application for assignment of an ambulance service area or in any review of the provider's performance; or
- (c) The provider has failed to provide service which protects the public welfare or has acted in any manner which is inconsistent with public welfare. [Ord. 91-0085] [Ord.2018-0287]

19.110 Contingent Suspension or Revocation. At its discretion, the Board may order a provider to correct any violations or misrepresentations and make a suspension or revocation contingent upon the provider's response to the Board's order. The Board shall cause written notice to be

mailed or hand-delivered, specifying the violation or misrepresentation, the action necessary to correct the violation or misrepresentation, and the date by which the corrective action must be taken. It shall be the responsibility of the provider to notify the Board of the corrective action which the provider takes. Should the provider fail to correct the violation or misrepresentation within the time allotted to the satisfaction of the Board, or fail to notify the Board within the time allotted, the Board may suspend or revoke the provider's assignment. [Ord. 91-0085]

APPEALS

19.200 Time for Appeals. Any applicant or provider who is notified of an assignment, denial, suspension, revocation, or contingent suspension or revocation may request a hearing before the Board of Commissioners, acting as the Board of Health, or the Board's designee by filing with the Board a written request within fourteen (14) days of the date of the notice of the decision. This request must specify the reason for the request and the issues to be addressed. Receipt of this request by the Board stays any action pending the hearing and the final determination of the Board or their designee, unless the Board or the designee makes written findings that prompt implementation of a decision is required due to an imminent hazard to public safety. [Ord. 91-0085]

19.210 Procedure for Appeals. The Board or the Board's designee shall set the time and place for the hearing, and shall determine the standard of review (de novo or on the record). Within fourteen (14) days of the date of the hearing, the Board or the Board's designee shall affirm, reverse, or modify the decision. [Ord. 91-0085]

PENALTIES

19.300 Violation, Separate Offenses. Any person who fails to comply with or violates any provision of Chapter 19 or the Ambulance Service Area Plan shall be guilty of a violation. Failure to comply with, or violation of, any of the terms of Chapter 19 shall be a separate offense for each day. Failure to comply with, or violation of, any provision of Chapter 19 shall be a separate offense for each provision. [Ord. 91-0085]

19.310 Fine. In addition to any other procedures or remedies provided by law, violation of and failure to comply with any provisions of Chapter 19 or the Ambulance Service Area Plan shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000) per violation. [Ord. 91-0085]

CHAPTER 19

AMBULANCE SERVICE AREA PLAN

ADMINISTRATION

19.005 Ambulance Service Area Plan. The Board of Commissioners, acting as the Board of Health (Board), has adopted an Ambulance Service Area (ASA) Plan as required by state law. Whenever this Chapter and the Plan conflict, this Chapter shall be controlling. [Ord. 91-0085]

19.015 Assignment of ASAs. The Board shall assign, by order, an ambulance service area or ambulance service areas. [Ord. 91-0085]

19.020 Exclusivity of Assignment. No person or persons, acting individually or jointly, in any capacity, shall provide ambulance service in Benton County unless and until the Board has, by order, assigned an ambulance service area to that person or group of persons. [Ord. 91-0085]

19.025 Boundaries. The boundaries of the ambulance service area(s) is (are) as specified in the Ambulance Service Area Plan. Boundaries may be amended by the Board by order. [Ord. 91-0085]

SUSPENSION OR REVOCATION OF ASSIGNMENT

19.100 Suspension or Revocation. The Board may suspend or revoke an assignment of an ambulance service area upon either the recommendation of the Benton County Health Administrator or upon its own motion upon the following findings:

- (a) The provider willfully violated Chapter 19 of the Benton County Code, the Ambulance Service Area Plan, state or federal law, Administrative Rules, or any applicable regulations;
- (b) The provider materially misrepresented facts or information in its application for assignment of an ambulance service area or in any review of the provider's performance; or
- (c) The provider has failed to provide service which protects the public welfare or has acted in any manner which is inconsistent with public welfare. [Ord. 91-0085] [Ord.2018-0287]

19.110 Contingent Suspension or Revocation. At its discretion, the Board may order a provider to correct any violations or misrepresentations and make a suspension or revocation contingent upon the provider's response to the Board's order. The Board shall cause written notice to be mailed or hand-delivered, specifying the violation or misrepresentation, the action necessary to correct the violation or misrepresentation, and the date by which the corrective action must be taken. It shall be the responsibility of the provider to notify the Board of the corrective action which the provider takes. Should the provider fail to correct the violation or misrepresentation within the allotted to the satisfaction of the Board, or fail to notify the Board within the time allotted, the Board may suspend or revoke the provider's assignment. [Ord. 91-0085]

APPEALS

19.200 Time for Appeals. Any applicant or provider who is notified of an assignment, denial, suspension, revocation, or contingent suspension or revocation may request a hearing before the Board of Commissioners, acting as the Board of Health, or the Board's designee by filing with the Board a written request within fourteen (14) days of the date of the notice of the decision. This request must specify the reason for the request and the issues to be addressed. Receipt of this request by the Board stays any action pending the hearing and the final determination of the Board or their designee, unless the Board or the designee makes written findings that prompt implementation of a decision is required due to an imminent hazard to public safety. [Ord. 91-0085]

19.210 Procedure for Appeals. The Board or the Board's designee shall set the time and place for the hearing, and shall determine the standard of review (de novo or on the record). Within fourteen (14) days of the date of the hearing, the Board or the Board's designee shall affirm, reverse, or modify the decision. [Ord. 91-0085]

PENALTIES

19.300 Violation, Separate Offenses. Any person who fails to comply with or violates any provision of Chapter 19 or the Ambulance Service Area Plan shall be guilty of a violation. Failure to comply with, or violation of, any of the terms of Chapter 19 shall be a separate offense for each day. Failure to comply with, or violation of, any provision of Chapter 19 shall be a separate offense for each provision. [Ord. 91-0085]

19.310 Fine. In addition to any other procedures or remedies provided by law, violation of and failure to comply with any provisions of Chapter 19 or the Ambulance Service Area Plan shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000) per violation. [Ord. 91-0085]

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 10/19/21

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Finance

Contact Name * Mary Otley

Phone Extension * 7666767

Meeting Attendee Name * Mary Otley

Agenda Item Details



Item Title * An order granting authority to provide banking services, designating custodian of funds, County Treasurer and Investment Officer

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☐ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☒ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Board/Committee Involvement * ☐ Yes ☒ No

Advertisement * ☐ Yes ☒ No

Issues and Fiscal Impact

Item Issues and Description

Identified Salient Issues *

Mary Otley is the designated County Treasurer per ORS Chapter 208, she is also the designation cash custodian, investment officer and has the authority to enter into banking arrangements on the behalf of Benton County.

Mary Otley will be leaving County employment in December of 2021.

Rick Crager has been hired as the CFO for Benton County.

This order transfers the authorities described above to Rick Crager upon the termination of Mary Otley.

Options *

1. Adopt the Order
2. Don't adopt the Order

Fiscal Impact *

- ☐ Yes
- ☒ No

2040 Thriving Communities Initiative

Mandated Service? ^{*} ☒ Yes
☐ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Mandated Service Description ^{*} If this agenda checklist describes a mandated service or other function, please describe here.
Designation of Cash Custodian and County Treasurer.

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values ^{*} Select all that apply.

- ☐ Vibrant, Livable Communities
- ☐ Supportive People Resources
- ☐ High Quality Environment and Access
- ☐ Diverse Economy that Fits
- ☐ Community Resilience
- ☐ Equity for Everyone
- ☐ Health in All Actions
- ☒ N/A

Explain Core Values Selections ^{*} NA

Focus Areas and Vision ^{*} Select all that apply.

- ☐ Community Safety
- ☐ Emergency Preparedness
- ☐ Outdoor Recreation
- ☐ Prosperous Economy
- ☐ Environment and Natural Resources
- ☐ Mobility and Transportation
- ☐ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☐ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☒ N/A

Explain Focus Areas and Vision Selection ^{*} NA

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * To preserve the continuity of the financial operations of Benton County, I would ask the Board to adopt the Order.

Meeting Motions * I move to ...
I move to adopt Order #D2021-071 in the matter of granting authority to provide banking services, designating custodian of funds, County Treasurer and Investment Officer.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Treasurer Responsibilities ORDER D2021-071.docx 21.14KB

Comments (optional) If you have any questions, please call ext.6800

Department Approver MARY OTLEY

Department Approval

Comments

Signature



Mary K. Otley

BOC Initial Approval

Approvals Required ☒ Counsel

☐ Finance

☐ HR

Counsel Approver VANCE CRONEY

**County
Administrator
Approver** JOE KERBY

Comments

Counsel Approval

Comments

Signature



Vance H. Cheney

County Administrator Approval

Comments

Signature

Theresa Kelly

BOC Final Approval

Comments

Signature

Teresa Foley

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Granting Authority to Provide)
Banking Services, Designating Custodian of) **ORDER #D2021-071**
Funds, County Treasurer and Investment Officer)**

WHEREAS, it is imperative that management of all banking services for Benton County and its sub-divisions continue on a functional day-to-day basis; and

WHEREAS, Benton County (the County) currently has an agreement to provide primary banking services with Wells Fargo Bank; and

WHEREAS, the County also maintains numerous bank accounts with numerous commercial banks in order to conduct its day-to-day financial business; and

WHEREAS, signatories must be approved for all accounts at financial institutions where the County conducts its business; and

WHEREAS, the prior resolution requires updating due to changes in County personnel; and

WHEREAS, the County has authorized the use of a facsimile signature for the Chief Financial Officer which provides signature access in the event of their absence or in case of an emergency; and

WHEREAS, the current Chief Financial Officer is leaving County Employment no later than December 31, 2021; and

WHEREAS, the facsimile signature of the Chief Financial Officer would be invalid in the event of their death which creates the need to have an alternate authorized signer on all bank accounts in the event of an emergency; and

WHEREAS, the County is required to designate and appoint a "Custodial Officer" within the meaning of ORS 294.004; and

WHEREAS, the County is required to designate a person to perform the duties of "County Treasurer" on a day-to-day basis as defined in ORS Chapter 208 and other statutes.

BE IT HEREBY ORDERED, that on the effective date of this Order:

1. Rick Crager, currently Chief Financial Officer, is hereby appointed "Custodial Officer" within the meaning of ORS 294.004 and designated "County Treasurer" as identified in ORS 208.
2. Rick Crager is authorized to perform any of the duties associated with "Custodial Officer", "County Treasurer" and "Investment Officer" as may be identified in Oregon Revised Statutes for Benton County and any of its sub-divisions such as County Service Districts.
3. Rick Crager has the authority to invest funds of Benton County, County Service Districts or any funds held in trust by Benton County in a manner designated by ORS 294.
4. Rick Crager has the authority to solicit quotations from commercial banks for new master banking agreements to provide primary banking services and to enter into such agreements on behalf of the County.

5. Rick Crager may create, change, establish or close any checking, savings, or investment account as may be required or deemed appropriate in the performance of the responsibilities as Custodial Officer and as County Treasurer under general state law.
6. Rick Crager and Debra Parsons, Controller are hereby authorized to be valid signatories on any accounts established in the name of Benton County, any of its various departments, divisions or County Service Districts.
7. Those persons named in Attachment A are hereby authorized to be valid signatories on those accounts so designated in Attachment A, which signatures may be changed from time to time by authority of Rick Crager.
8. Rick Crager may, from time to time, change the authorized signature requirements on those accounts listed in Attachment A when employee responsibilities change which require an amendment to signature authorization.
9. Rick Crager has the authority to sign bank card application forms on behalf of the County in order to add, delete or otherwise change the number of persons, name of individuals or credit limits.
10. Rick Crager is granted the authority to use a facsimile signature on behalf of the County in accordance with ORS 294.120.
11. This order is to be effective upon retirement of Mary K. Otley, Chief Financial Officer, and supersedes all previous orders and resolutions on the same subject.

Adopted this 19th day of October, 2021.

Signed this 19th day of October, 2021.

Reviewed as to Form

BENTON COUNTY BOARD OF COMMISSIONERS

Vance Croney, County Counsel

Xanthippe Augerot, Chair

Nancy Wyse, Commissioner

Pat Malone, Commissioner

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON

BENTON COUNTY
AUTHORIZED SIGNATORIES AND BANK ACCOUNTS

<u>ACCOUNT NAME</u>	<u>AUTHORIZED SIGNATORIES</u>
---------------------	-------------------------------

WELLS FARGO BANK

Benton County Payroll 4124325614	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County General (AP) 4124325606	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County Tax 4124325622	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County, Health Insurance Account 4124325648	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County, Credit Card Account 4124325630	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County Inmate Checking 4124325655	Rick Crager, Chief Financial Officer Debra Parsons, Controller (Corrections Facility staff to be added and deleted from time to time due to job assignment changes.)

OREGON STATE CREDIT UNION

Benton County Oregon 0000397334	Rick Crager, Chief Financial Officer Debra Parsons, Controller
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UMPQUA BANK

Benton County 0920002821	Rick Crager, Chief Financial Officer Debra Parsons, Controller
Benton County 9864349064	Rick Crager, Chief Financial Officer Debra Parsons, Controller

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 10/19/21

View [Agenda Tracker](#)

Suggested Placement * BOC Tuesday Meeting

Department * Health Services

Contact Name * Bill Emminger

Phone Extension * 6842

Meeting Attendee Name * Bill Emminger

Agenda Item Details



Item Title * 2022 Fee Schedule for Environmental Health

Item Involves * Check all that apply

- ☐ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

Estimated Time * 15 min

Board/Committee Involvement *
☐ Yes
☒ No

Advertisement*

☒ Yes

☐ No

**Names/Dates of
Publications**

List each publication name and date

GT, LE, DH, & co.benton.or.us

08/10/2021 - 08/30/2021

Issues and Fiscal Impact

Item Issues and Description

Item Issues and Description	Issues	Identified Salient Issues	Options	Fiscal Impact	Fiscal Impact Description
	Approval of 2022 Fees for Environmental Health			☒ Yes ☐ No	Background - Fee History for the last three years: 2019 - fees were adjusted on average 3%. Because of the pandemic, a 50% credit on the 2020 was applied to the 2021 license fees. - No fee adjustments were made in 2020. - In 2019 fees were adjusted on average 3%. Projection for 2022, Environmental Health Division's budget is projected to experience a 6.0% increase (\$1,168,580/\$1,102,635) FY2022/FY2021. See Attachment B – 2022 Justification for Environmental Health Fees for more detailed information.
			1) Approve 2022 Fee Proposal for Environmental Health; 2) Not Approve 2022 Fees Proposal for Environmental Health; or 3) Provide Alternative Direction to Staff		Background - Fee History for the last three years: 2019 - fees were adjusted on average 3%; 2020 - no adjustment fees were made, 50% credit was applied to 2021 license fees because of pandemic; 2021 - fees were adjusted on average 3%.

2040 Thriving Communities Initiative

Mandated Service? ^{*} ☒ Yes
☐ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Mandated Service Description ^{*} If this agenda checklist describes a mandated service or other function, please describe here.
Oregon Health Authority delegated public drinking water systems, certified family and day care centers, restaurants, school food programs, tourist accommodation, public pools and spas, organizational camps, and recreational parks. Oregon Department of Environmental Quality delegated Onsite wastewater (septic) systems program.

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values ^{*} Select all that apply.
☐ Vibrant, Livable Communities
☐ Supportive People Resources
☒ High Quality Environment and Access
☐ Diverse Economy that Fits
☒ Community Resilience
☐ Equity for Everyone
☒ Health in All Actions
☐ NA

Explain Core Values Selections ^{*} Environmental Health addressed the following core values: High Quality Environment by assuring that onsite wastewater (septic) systems are a permanent approaches to treating wastewater for release and reuse and by protection surface and ground water sources. Health in All Actions – for environmental health programs. Community Resilience by assuring that public water systems have emergency response plans in place.

Focus Areas and Vision ^{*} Select all that apply.
☒ Community Safety
☐ Emergency Preparedness
☒ Outdoor Recreation
☐ Prosperous Economy
☒ Environment and Natural Resources
☐ Mobility and Transportation
☐ Housing and Growth
☐ Arts, Entertainment, Culture, and History
☐ Food and Agriculture
☐ Lifelong Learning and Education
☐ NA

Explain Focus Areas and Vision Selection * Community Safety – ensure sanitation and safety in public drinking water systems, certified family and day care centers, food service operations, school food programs, tourist accommodation, public pools and spas. Outdoor Recreation – ensure sanitation and safety at organizational camps, and recreational parks. Environmental and Natural Resources – Onsite wastewater (septic) systems are permanent approaches to treating wastewater for release and reuse in the environment. Onsite systems are recognized as potentially viable, low-cost, long-term, decentralized approaches to wastewater treatment if they are planned, designed, installed, operated, and maintained properly.

Recommendations and Motions

Item Recommendations and Motions

Staff
Recommendations * Staff recommends approving the proposed 2022 Fee Schedule for Environmental Health

Motions *
I move to ...
I move to approve Order No. 2021-073 revising the Environment Health fee schedule effective January 1, 2022.

Attachments, Comments, and Submission

Item Comments and Attachments

Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Attachment C-County and State Fee Comparisons.pdf	132.64KB
Attachment D - Indirect Cost Calculations 2022-V1.pdf	541.48KB
Attachment A -2022 Fee Schedule V4.pdf	94.85KB
Attachment B-2022 EH Fee Justification-V3.pdf	246.23KB

Comments (optional)

Background - Fee History for the last three years: In 2021 fees were adjusted on average 3%. Because of the pandemic, a 50% credit on the 2020 was applied to the 2021 license fees. No fee adjustments were made in 2020. In 2019 fees were adjusted on average 3%.

If you have any questions, please call ext.6800

Department Approver

DANIELLE BROWN

Department Approval

Comments

Signature

Dannette Brown

BOC Initial Approval

Approvals Required ☒ Counsel ☒ Finance ☐ HR

Counsel Approver VANCE CRONEY

Finance Approver DEBBIE PARSONS

County Administrator
Approver JOE KERBY

Comments

Counsel Approval

Comments

Signature



Vance H. Cheney

Finance Approval

Comments

Signature

Debbie Parsons

County Administrator Approval

Comments

Signature

Theresa Kelly

BOC Final Approval

Comments

Signature

Teresa Foley

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR THE STATE OF OREGON, FOR THE COUNTY OF BENTON**

**In the Matter of Adopting the Revised)
2022 Environmental Health Fee Schedule) **ORDER #D2021-073**
for the Benton County Health Department)**

WHEREAS, the Benton County Health Department has submitted a request that its Environmental Health services fee schedule to reflect the cost of providing the services; and

WHEREAS, the Environmental Health services fees need to be approved by early November to allow sufficient time for communication of fees to the public prior to the effective date of January 1, 2022; and

WHEREAS, the Environmental Health services fees are established based upon the guidelines set forth in the statutes of the State of Oregon; and

WHEREAS, these fees are in keeping with county guidelines for such fees;

THEREFORE, IT IS HEREBY ORDERED that Benton County Health Department proposed fees (Attachment A) are adopted effective January 1, 2022.

Adopted this 19th day of October, 2021.

Signed this 19th day of October, 2021.

BENTON COUNTY BOARD OF COMMISSIONERS

Xanthippe Augerot, Chair

Nancy Wyse, Commissioner

Pat Malone, Commissioner

ATTACHMENT A
BENTON COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
2022 FEE SCHEDULE
EH Fees are effective January 1, 2022

	2021	2022	% Change
	Current	Proposed	
New Site Evaluation			
Single Family Dwelling			
First lot	\$884	\$884	0%
Each additional lot (evaluated during initial visit)	\$884	\$884	0%
Commercial Facility System			
For first 1000 gallons projected daily sewage flow	\$884	\$884	0%
PLUS for each additional 500 gallons, or part thereof, above 1,000 gallons	\$228	\$228	0%
Construction-Installation Permit			
<i>For first 1000 gallons projected daily sewage flow:</i>			
Standard On-site System	\$1,272	\$1,272	0%
Alternative System			
Alternative Treatment Technology	\$1,900	\$1,900	0%
Capping Fill	\$1,900	\$1,900	0%
Disposal Trenches in Saprolite	\$1,272	\$1,272	0%
Gray Water Waste Disposal Sump	\$580	\$580	0%
Holding tanks	\$994	\$994	0%

Pressure Distribution	\$1,900	\$1,900	0%
Redundant	\$1,272	\$1,272	0%
Sand Filter	\$1,900	\$1,900	0%
Seepage Trench	\$1,272	\$1,272	0%
Steep Slope	\$1,272	\$1,272	0%
Tile Dewatering	\$1,900	\$1,900	0%
PLUS for each additional 500 gallons, or part thereof	\$124	\$124	0%
Reinspection Fee - In accordance with OAR 340-071-0170(4), an agent may require an owner to pay the reinspection fee when a pre-cover inspection correction notice requires correction of improper construction and, at a subsequent inspection, the agent finds system construction deficiencies have not been corrected.	\$352	\$352	0%
Permit Transfer, Reinstatement, or Renewal			
If field visit required	\$684	\$684	0%
If no field visit required	\$192	\$192	0%
Alteration Permit			
Major Alteration	\$1,244	\$1,244	0%

Minor Alteration	\$687	\$687	0%
Repair Permit			
Single Family Dwelling			
Major Repair	\$549	\$549	0%
Minor Repair	\$311	\$311	0%
Commercial Facility			
Major Repairs	\$549	\$549	0%
Minor Repairs	\$311	\$311	0%
Authorization Notice			
If field visit is required	\$687	\$687	0%
If field visit is not required	\$207	\$207	0%
Existing System Evaluation			
Existing System Evaluation:			

If Field Visit is Required	\$686	\$686	0%
If Field Visit is Not Required	\$207	\$207	0%
Mobile Home Personal/Medical Hardships Renewal every 5 years with field visit	\$311	\$311	0%
Mobile Home Personal/Medical Hardships Renewal every 5 years without field visit	\$104	\$104	0%
Alternative System Inspections (where required)	\$455	\$455	0%
Alternative System Inspections - Holding Tanks	\$518	\$518	
Annual Report Evaluation Fee Holding Tank	\$52	\$52	0%
Annual Report Evaluation Fee for commercial sandfilter, recirculating gravel filters and alternative treatment technologies	Current DEQ Fee is \$62. Should DEQ adjust fee we will adjust to match	Current DEQ Fee is \$62. Should DEQ adjust fee we will adjust to match	To streamline the process and minimize confusing we will match our fee to DEQ fee.
Sewage Disposal Service			
Pumper Truck Inspection, each vehicle	\$163	\$163	0%

pumper Truck Inspection, each additional vehicle	\$113	\$113	0%
Plan Review			
Other Onsite Wastewater System Plan/Construction Permit Reviews: including but not limited to vaulted privies, or other construction not other wise covered by a fee. Hourly rate	\$207	\$207	0%
Plan Review, each additional 15 minutes.	\$52	\$52	0%
Plan Review Commercial Facility System			
For a system with a projected daily sewage flow of less than 600 gallons, the cost of plan review is included in the permit application fee.			
For a system with a projected daily sewage flow of 600 gallons, but not more than 1000 gallons	\$476	\$476	0%
PLUS for each additional 500 gallons, or part thereof, above 1000 gallons, to a maximum of 2500	\$83	\$83	0%
Building Signoff	\$83	\$83	0%
Pump evaluation fee for sandfilters, alternative treatment technology, recirculation gravel filter, and pressurized distribution systems	\$83	\$83	0%
Record Search			
Record Search if part of an onsite application	No Charge	No Charge	
Record Search if not part of an onsite application. Rate assessed at 10 minute increments	\$17	\$17	0%

DEQ Remittance - Remittance to DEQ is a fee established under state statute designed to support the State's Onsite Waste Water Treatment Program. The state fee is an additional charge established by state rule and assessed on site evaluations, construction installation permits, permit renewals, alterations, repairs, and authorizations listed above. In accordance with Oregon Administrative Rule (OAR) 340-071-0140(9) Department surcharge. (a) To offset a portion of the administrative and program oversight costs of the statewide onsite wastewater management program, the department and contract counties must levy a surcharge for each site evaluation, report permit, and other activity for which an application is required in this division. This surcharge does not apply to sewage disposal service license applications, pumper truck inspections, annual report evaluation fees, or certification of installers or maintenance providers. (b) Proceeds from surcharges collected by the department and contract counties must be accounted for separately. Each contract county must forward the proceeds to the department in accordance with its agreement with the department.			
	Current DEQ Surcharge/ Remittance of \$100 is collected as an add on fee to permits. Should DEQ increase the remittance this cost will be passed on in the permit	Current DEQ Surcharge/ Remittance of \$100 is collected as an add on fee to permits. Should DEQ increase the remittance this cost will be passed on in the permit	Should DEQ increase their remittance to us, this cost will be passed on in the permit
WATER SYSTEM FEES			
System Evaluation/Sanitary Survey on Domestic Water Supply (samples not included)	\$259	\$259	0%
Water Supply System Plan Review			
Private Water System (one to three residential units)			
Spring Development (includes one site visit)	\$538	\$538	0%
Auxiliary Storage for Low Yield Wells (other than standard design)	\$259	\$259	0%
Other Plan Review and Consultation per hour	\$207	\$207	0%
LICENSED FACILITIES² (See footnote 2 below.)			
Food Service Operations			
Restaurant License (annual license fee due December 31)			
Limited Service	\$621	\$621	0%
0 - 15 Seating	\$745	\$745	0%

16 - 50 Seating	\$849	\$849	0%
51 - 150 Seating	\$952	\$952	0%
151 + Seating	\$1,159	\$1,159	0%
Benevolent Restaurants	\$402	\$402	0%
Required Follow-up Inspections Subsequent to Routine Inspections			
First two follow-up Inspection after a routine food restaurant inspection no additional charge			
Each Additional Follow-up Inspection	\$155	\$155	0%
Temporary Restaurant			
Benevolent Single-event, per event (Administrative Fee) ³ (See footnote 3 below) Adminstrative Fee is waived after first three events.	\$41	\$41	0%

Single-event, per event (License Fee) ^{3&4} (Discounted if received 10 or more days before the event)	\$186	\$186	0%
Single-event, per event (License Fee) ^{3&4} (No Discount if received less than 10 days before the event)	\$216	\$216	0%
Single-event, per event (License Fee) (Operating without a License on the day of the event)	\$286	\$286	0%
Single-event 2 or more days, 30-day intermittent, and 90-day seasonal (License Fee) ^{3&4} (Discounted if received 10 or more days before the event)	\$224	\$224	0%
Single-event 2 or more days, 30-day intermittent, and 90-day seasonal (License Fee) ^{3&4} (No Discount if received less than 10 days before the event)	\$254	\$254	0%
Single event 2 or more days, 30-day intermittent, and 90-day seasonal (License Fee) ^{3&4} (Operating without a License on the day of the event)	\$324	\$324	0%

Operation Review for 30-day Intermittent or 90 day Seasonal or Temporary Restaurant License	\$104	\$104	0%
Reinspection Fee: for 30-day intermittent or 90-day seasonal Temporary Restaurant to verify correction of critical violation	\$155	\$155	0%
² License fees in this section include an amount for reimbursement to the Oregon Health Division pursuant to ORS			
³ ORS 624 does not allow a license fee or inspection fee for benevolent. The administrative fee covers cost of clerical			
Commissary License, per year			
Separate Facility	\$455	\$455	0%
In a Licensed Food Service Facility	\$331	\$331	0%
Food Warehouse, per year	\$311	\$311	0%
Mobile Unit, per year			
Class I, II and III	\$311	\$311	0%
Class IV	\$342	\$342	0%

Mobile Unit, Inspection Fee for MU not Licensed in Benton County	\$25	\$25	0%
Food Vending Machines, per units, per year			
01 - 10	\$207	\$207	0%
11 - 20	\$248	\$248	0%
21 - 30	\$311	\$311	0%
31 - 40	\$414	\$414	0%
41 - 50	\$497	\$497	0%
Food Handler's Card (3 years)	\$10	\$10	0%
Food Handler's Card Renewal	\$10	\$10	0%
Replacement Card Issued by Office	\$5	\$5	0%
Replacement Card Issued on Line	No Charge	No Charge	
Reinstatement Fee and Penalties for Later Renewal			
Reinstatement Fee if not received by December 31	\$100	\$100	0%
Penalty for Late Payment (Percentage of Annual Fee)			
If not received by January 31 - If the operator has not paid both the reinstatement fee and license fee by January 31st (post mark accepted), the reinstatement fee plus an additional penalty fee of 50% of the annual license fee will be assessed on the first day of each succeeding month until the license is reinstated or the facility is closed.			
Food Service Plan Review			
New Restaurant and Major Remodel (Minimum, up to 2.5 hours)	\$518	\$518	0%

Restaurant Minor Remodel (minimum, up to 1.5 hrs.)	\$311	\$311	0%
Food Commissary (minimum, up to 1 hr.)	\$207	\$207	0%
Food Warehouse, Mobile Unit, Push Cart (up to 1 hours)	\$207	\$207	0%
Plan Review, each additional 15 minutes	\$52	\$52	0%
Pre-opening inspection (required on new facilities and major remodels)			
Restaurant (minimum, up to 1 hour)	\$207	\$207	0%
Other food service (minimum, up to 1/2 hour)	\$104	\$104	0%
Tourist Accommodation/Recreational Park/Bed & Breakfast			
License Fee			
01 - 10 units/spaces	\$393	\$393	0%
11 - 25	\$414	\$414	0%
26 - 50	\$476	\$476	0%
51 - 75	\$538	\$538	0%
76 - 100	\$580	\$580	0%
PLUS for each additional unit over	\$6	\$6	0%
Plan Review Fee			
Plan Review, Minimum (up to 1 1/2 hours)	\$311	\$311	0%
Plan Review, each additional 15 minutes.	\$52	\$52	0%
Reinstatement Fee and Penalties for Later Renewal			
Reinstatement Fee if not received by December 31	\$100	\$100	0%
Penalty for Late Payment (Percentage of Annual Fee)			
If not received by January 31 - If the operator has not paid both the reinstatement fee and license fee by January 31st (post mark accepted), the reinstatement fee plus an additional penalty fee of 50% of the annual license fee will be assessed on the first day of each succeeding month until the license is reinstated or the facility is closed.			

Organization Camp			
License Fee	\$414	\$414	0%
Plan Review Fee			
With Food Service	\$518	\$518	0%
Without Food Service	\$207	\$207	0%
Picnic Park			
License Fee	\$207	\$207	0%
Plan Review Fee	\$207	\$207	0%
Swimming Pools/Spa/Bathhouse			
License Fee			
Year Around Operation			
First Pool or Spa at Site	\$725	\$725	0%
Additional Pools or Spas at Site (each)	\$551	\$551	0%
Seasonal Operation			

First Pool at Site	\$486	\$486	0%
Additional Pools at Site (each)	\$373	\$373	0%
Follow-up inspections			
First Follow-up Inspection after a routine inspection no additional charge			
Each Additional Follow-up Inspection	\$104	\$104	0%
Plan Review Fee			
Plan Review, Minimum (up to two hours)	\$414	\$414	0%
Plan Review, Each additional 15 minutes	\$52	\$52	0%
Construction Permit			
(includes two 1-hr construction inspections)	\$414	\$414	0%
Additional Construction Inspections			
3rd and 4th and subsequent, including final (each)	\$207	\$207	0%
Reinstatement Fee and Penalties for Later Renewal			
Reinstatement Fee if not received by December 31	\$100	\$100	0%
Penalty for Late Payment (Percentage of Annual Fee)			
If not received by January 31 - If the operator has not paid both the reinstatement fee and license fee by January 31st (post mark accepted), the reinstatement fee plus an additional penalty fee of 50% of the annual license fee will be assessed on the first day of each succeeding month until the license is reinstated or the facility is closed.			

Adjustments to License Fees			
Food establishments opened from			
January 1 - September 30 - 100% of fee			
October 1 - December 31 - 50% of fee			
Adding or Dropping a Partner	\$52	\$52	0%
Change of Business Name, same owners	\$52	\$52	0%
Quarterly Inspection Fees - 50% of annual license fee			
SCHOOL FOOD SERVICE INSPECTIONS			
High School and/or Central Kitchen	\$414	\$414	0%
Elementary and Middle School with On-Site Preparation	\$331	\$331	0%
Satellite Kitchen (with little or no preparation)	\$155	\$155	0%
Recheck Inspections			
First Follow-up Inspection no additional charge	No Charge	No Charge	
Additional Follow-up Inspections	\$104	\$104	0%
CARE FACILITY INSPECTIONS			
Each inspection by Authorized Capacity			
0 - 12 and After School Care Program	\$155	\$155	0%
13 - 30	\$207	\$207	0%
31 +	\$259	\$259	0%
Plan Review			
Plan Review, Minimum (up to two hours)	\$414	\$414	0%
Plan Review, Each additional 15 minutes	\$52	\$52	0%
SPECIAL CONSULTATION FEE			
First 15 minutes Free	No Charge	No Charge	
Each Additional 15 minutes (Support Staff)	\$41	\$41	0%
Each Additional 15 minutes (Environmental Health Specialist)	\$52	\$52	0%
Partial Cost Recovery Rate Per hour (Environmental Health Specialist)	\$207	\$207	0%

Full Cost Recovery Rate Per hour (Environmental Health Specialist)	\$220	\$234	6%
SUPPLIES			
Food Handler Booklets	\$3	\$3	0%
Test Strips - Chlorine (Bailey) 1 vial (100 count)	\$4	\$4	0%
Test Strips - Quats QT-10 (Bailey) 1 vial (100 count)	\$7	\$7	0%
Thermometer - Pocket Bi-Metal	\$4	\$4	0%
Thermometer - Spirit Stem	\$3	\$3	0%
	Cost + 15% of cost for handling rounded up to the next whole dollar+ shipping	Cost + 15% of cost for handling rounded up to the next whole dollar+ shipping	
Supplies sold to consumer			
⁶ Fees for tourist accommodations and seasonal facilities normally inspected once per year are not prorated.			
Fees may be changed if supply costs change or if state regulations change the allowable charge(s).			