

**MINUTES OF JUNE 21, 2022**

**MID-WILLAMETTE VALLEY  
COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS**

**Hybrid meeting -  
COG Conference Room/Zoom Webinar**

**MEMBERS PRESENT**

CHAIR: Councilor Sal Peralta, City of McMinnville (Zoom)

VICE CHAIR: Lisa Leno, Tribal Council Member, Confederated Tribes of Grand Ronde

Mayor Brian Dalton, City of Dallas

Mayor Cathy Clark, City of Keizer

Councilor Roxanne Beltz, City of Monmouth (Zoom)

Mayor Chuck Bennett, City of Salem

Commissioner Jeremy Gordon, Polk County (Zoom)

Mayor John McArdle, Independence, representing Small Cities of Polk County

Mayor Linda Watkins, Carlton, representing Small Cities of Yamhill County (Zoom)

Betsy Earls, Member, Chemeketa Community College Board of Education

Maria Hinojos Pressey, Member, Salem-Keizer School District Board of Directors (Zoom)

Ian Davidson, Salem-Keizer Transit District Board

Frank W. Pender, Jr., Board Member, Willamette Education Service District (WESD)

**MEMBERS ABSENT**

Commissioner Danielle Bethell, Marion County

Commissioner Casey Kulla, Yamhill County

Mayor Rick Rogers, City of Newberg

Mayor Eric Swenson, City of Woodburn

Mayor Jim Kingsbury, representing Small Cities of Marion County

Lisa Rogers, Board Member, Chehalem Park and Recreation District

Terry Hsu, Director, Marion Soil & Water Conservation District

**OTHERS PRESENT**

Scott Dadson, Executive Director

Renata Wakeley, Outgoing Community Development Director

McRae Carmichael, Incoming Community Development Director

Amber Mathiesen, Finance Director (Zoom)

Mike Jaffe, Transportation Director

Denise VanDyke, Admin. Specialist II

Jeff Hilderbrand, Loan Program Manager (Zoom)

Silas Lobnibe, Grant Administration Specialist

Scott Whyte, Associate Planner

Karen Odenthal, Senior Transportation Planner

Sarah Allaben, RARE Participant (Zoom)

Allan Pollock, General Manager, Cherriots (Zoom)

Cooper Whitman, Pacific Power (Zoom)

Adam Franco

Elijah Heindricks

Jackie Franke, Chemeketa Community College Board of Education

### **CALL TO ORDER & INTRODUCTIONS**

Chair Peralta called the meeting to order at 3:31 p.m. The presence of a quorum was noted. Attendance was noted. Chair Peralta announced that the action items will be moved on the agenda to before the informational items.

### **PUBLIC COMMENT**

None.

### **CONSENT CALENDAR**

**MOTION** by Mayor McArdle, **SECONDED** by Councilor Beltz, **TO APPROVE THE CONSENT CALENDAR, AS PRESENTED.**

1. *MINUTES OF MARCH 15, 2022, MEETING OF THE BOARD OF DIRECTORS*
2. *AUTHORIZATION TO RENEW INSURANCE POLICIES AND EXTENDING MWVCOG WORKER'S COMPENSATION COVERAGE TO VOLUNTEERS; RESOLUTION 2022-08*
3. *CYBERSECURITY POLICY; RESOLUTION 2022-10*
4. *RENEWAL OF ANNUAL AGREEMENTS BETWEEN MWVCOG AND VDI*
5. *AMENDMENT #2 TO THE INTERGOVERNMENTAL AGREEMENT MADE BETWEEN THE ORS 190 ENTITY AND MWVCOG CONCERNING THE MID-WILLAMETTE VALLEY HOMELESS ALLIANCE (MWVHA)*

Discussion: None.

Motion carried.

**IN FAVOR:** Peralta, Leno, Dalton, Clark, Beltz, Bennett, Gordon, McArdle, Watkins, Earls, Hinojos Pressey, Davidson, Pender. **OPPOSED:** None. **ABSTAINED:** None.

### **BUDGET HEARING**

Chair Peralta opened the public hearing at 3:31 p.m. Roll was called to confirm that a quorum was present. He asked Mr. Dadson to present the budget message.

Mr. Dadson shared a PowerPoint to illustrate his presentation. This budget provides for the continuation of COG programs and activities and is our best estimate. There will be an approximate 24 percent carryover, which is closer to the target than previous years. Mr. Dadson discussed and defined the types of revenue categories shown in the budget document. The organizational chart is very similar to before in shape and in general. We have filled our lending and grant writing positions. There will be a couple of positions in the Transportation Department to fill in the foreseeable future due to expansion and retirements. The 5.3 percent Cost of Living Adjustment (COLA) was approved at a previous Board meeting and is included in this budget. Having found that a majority of our employees were 'topped out' in their salary ranges, some for three or more years, we have added four steps to the top of each range and eliminated the bottom three steps from each range. This will allow for some growth potential for everyone. He touched on the costs of overhead, which includes rent, utilities, etc. We continue to work with our membership to help with the services they need. He praised Marion County as a partner in the wildfire recovery. Currently, we have more than 20 loans out with a few more in the works. The amount shown as available to lend is a hopeful target. We may not manage to lend it all, in fact we still have CARES Act funds to lend out before the end of September. We are continuing to work with our partner COGs and CCD for processing and back office support in the loan department. We are anticipating future loan funds, but first we need to get our current funds lent out. We will need to watch for rising health care costs as things bounce back, and inflation in general is a factor as well.

Chair Peralta stated that the Budget Committee met and approved the budget with a recommendation to the Board that they adopt the budget as presented.

**Public Testimony** - None.

**Discussion** – None.

**Amendments** - None.

Chair Peralta closed the hearing at 3:58 p.m.

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**MOTION** by Mr. Pender, **SECONDED** by Mr. Davidson, to **APPROVE RESOLUTION 2020-09: PROPOSED BUDGET FOR FISCAL YEAR 2022-23, AS PRESENTED.**

Motion carried.

**IN FAVOR:** Peralta, Leno, Dalton, Clark, Beltz, Bennett, Gordon, McArdle, Watkins, Earls, Hinojos Pressey, Davidson, Pender. **OPPOSED:** None. **ABSTAINED:** None.

### **INFORMATIONAL ITEMS**

Ms. Mathiesen reported on the financial software transition. We are at the point of having the majority of data in QuickBooks, and are doing a bit of clean up. We are also documenting our processes for succession planning purposes, and for information. She went over the financial report briefly.

Mr. Jaffe touched on several items included in the written report provided in the agenda packet.

Ms. Wakeley introduced new staff in the Community Development Department – Scott Whyte, Associate Planner; Silas Lobnibe, Grants Administration Specialist; Jeff Hilderbrand, Loan Program Manager; and McRae Carmichael, who will be stepping up as Community Development Director on Ms. Wakeley's leaving.

Chair Peralta recognized the service provided by Ms. Wakeley as Acting Executive Director, as well as before and since as Community Development Director. Ms. Franke asked to address the Board, and welcomed Betsy Earls as the new Chemeketa Community College representative on the Board, as well as thanking Ms. Wakeley for her work, particularly in her role as Acting Executive Director.

Mayor Clark took the opportunity to present Ms. Franke with an award from the COG Board recognizing her time on the Board. Ms. Franke spoke about all she learned while serving on the Board, her appreciation of the COG, and the great things that always happen that are directed by the Board but implemented by the staff.

Mr. Dadson presented a recognition award to Ms. Wakeley, expressing that while sorry to see her go, we are glad that she will stay in the region.

### **PRESENTATION: RESOURCE ASSISTANCE FOR RURAL ENVIRONMENTS (RARE) WILDFIRE RECOVERY COORDINATOR**

Ms. Wakeley introduced Sarah Allaben, who came to the COG as a RARE Participant. Ms. Allaben shared a PowerPoint to recap her work during her service term. She explained the RARE Program. She started at the COG in September, 2021, and her term will end in July, 2022. Her time at the COG involved a great deal of working to assist with the wildfire recovery in the Santiam Canyon including planning support for the cities of Gates and Detroit, downtown development support, renewable energy

and hazard mitigation, as well as working with the North Santiam Sewer Authority (NSSA). She will make her PowerPoint presentation available, and videos and other resources are available through the MWVCOG website ([www.mwvcog.org](http://www.mwvcog.org)), as well as from the NSSA website ([www.northsantiamsewer.net](http://www.northsantiamsewer.net)). She thanked everyone involved for helping with this work – Pacific Power, Renata Wakeley and MWVCOG staff, Marion County, Santiam Canyon partners including Gates and Detroit elected officials and staff, and RARE Program staff.

Mayor Clark thanked Ms. Allaben for her fantastic work. She asked if the Detroit downtown information is available, as the Detroit Lake Foundation group will be interested. She will share the final report with them.

Ms. Wakeley stated that Ms. Allaben was an amazing RARE Participant and has been a delight to work with.

### **SUPPLEMENTAL BUDGET HEARING**

Ms. VanDyke shared the Supplemental Budget Resolution 22-11. Chair Peralta opened the public hearing at 4:50 p.m.

Mr. Dadson reported that some items are new funds and some are adjustments. Unfortunately, this was not included in the agenda packet that was provided prior to the meeting. He quickly reviewed the information presented.

**Public Testimony** - None.

**Discussion** – None.

**Amendments** - None.

Chair Peralta closed the hearing at 4:51 p.m.

**MOTION** by Mr. Pender, **SECONDED** by Mayor Clark, to **APPROVE RESOLUTION 2020-09: PROPOSED BUDGET FOR FISCAL YEAR 2022-23, AS PRESENTED.**

Motion carried.

**IN FAVOR:** Peralta, Leno, Dalton, Clark, Beltz, Gordon, McArdle, Watkins, Earls, Hinojos Pressey, Davidson, Pender. **OPPOSED:** None. **ABSTAINED:** None.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Dadson announced summer events being planned:

- A Board and Staff summer gathering – Mayor Clark volunteered Volcanoes Stadium as a venue – date is to be determined.
- Legislative Committee gathering with candidates and incumbents – Confederated Tribes of Grand Ronde will be sponsoring and hosting the event – date to be determined.

Details will be provided for both events as they become available.

### **BOARD DISCUSSION/ROUNDTABLE**

Mayor Dalton announced that he will be hosting the Mayors Coalition on July 20<sup>th</sup> at 6 p.m.

Mr. Pender said he is glad to be back after two years of COVID restrictions.

Councilor Beltz reported that it is “Make Music Day” so go listen to some live music.

Mr. Davidson announced that the pilot K-12 bus passes program will be in place this Fall in partnership with the cities of Salem and Keizer, Salem-Keizer School District, and Marion County.

Ms. Franke stated that Chemeketa Community College would love to host events for the COG. Mr. Dadson suggested the next COG Board meeting in September.

**ADJOURNMENT**

Hearing no further business, Chair Peralta thanked everyone for attending and adjourned the meeting at 4:56 p.m.

A handwritten signature in black ink, appearing to be 'SD', is written above a horizontal line.

Scott Dadson, Executive Director