



## AGENDA

### BOARD OF COMMISSIONERS MEETING

Tuesday, January 21, 2024, 9 AM

<b>How to Participate in the Board of Commissioners Meeting</b>
Zoom Video <a href="#">Click for Zoom link</a> <a href="#">Click for YouTube LiveStream link</a>
<b>In-person:</b> Kalapuya Building, 4500 SW Research Way, Corvallis, Oregon

**1. Call to Order and Introductions**

**2. Review and Approve Agenda**

Chair may alter the agenda

**3. Announcements**

**4. Comments from the Public**

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

**5. Work Session**

5.1 20 minutes – State Legislative Preview – Rick Crager, Assistant County Administrator; Ryann Gleason, Zack Reeves, CFM Advocates

5.2 40 minutes – Coffin Butte Landfill and Regional Sustainable Materials Management Plan Task Force Overview – Petra Schuetz, Bailey Payne, Community Development; Sean McGuire, Sustainability

5.3 15 minutes – County Facilities Update – Gary Stockhoff, Public Works

**6. New Business**

6.1 5 minutes – Appointment of Local Public Health Administrator, Resolution R2025-001 – April Holland, Health Services

- 6.2 25 minutes – Adoption of Updated County Policy A102: Smoke-, Vape-, and Tobacco-free Facilities and Grounds – Andy Chuinard, Rocío Muñoz; Health Services
- 6.3 15 minutes – Oregon Department of Energy Grant Opportunity: Request for Approval of Notice of Intent – Bryan Lee, Emergency Management

## 7. 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.”

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 by contacting the Board of Commissioners Office at 541-766-6800 or 800-735-2900 TTY, by email [bocinfo@bentoncountyor.gov](mailto:bocinfo@bentoncountyor.gov), or on the County’s website at <https://boc.bentoncountyor.gov/contact/>.

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.

# 5. WORK SESSION

# Board of Commissioners Agenda Item 5.1

## Agenda Placement and Contacts

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Board of Commissioners

**Contact Name \*** Rick Crager

**Phone Extension \*** 5412315453

**Meeting Attendee Name \*** Rick Crager, Assistant County Administrator; Ryann Gleason, Zack Reeves, CFM Advocates

## Agenda Item Details

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**Item Title \*** 2025 State Legislative Preview

- 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 \*** 20 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement \***  Yes  No

Item Issues and Description

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**Identified Salient Issues \***

In preparation for the 2025 Legislative Session, CFM Advocates, Ryann Gleason and Zack Reeves, will join the Commissioners to provide an update on the upcoming session and some of the key issues they anticipate the Legislature working on. They will also provide any updates related to opportunities for the County priorities.

Conversation will include calendar, key dates, fiscal realities, themes for the upcoming session, and general thoughts on Counties legislative priorities.

**Options \***

N/A

**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\*** N/A

**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\*** N/A

# Recommendations and Motions

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## Item Recommendations and Motions

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**Staff** N/A

**Recommendations\***

**Meeting Motions\*** I move to ...

N/A



# CFM State Affairs

*Knowledge  
Experience  
Connections*





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# AGENDA

- Leadership lay of the land
  - Budget outlook
  - Session themes
  - Benton County priorities
-

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# LEADERSHIP LAY OF THE LAND

- Supermajorities
- House
- Senate
- Key Committee  
Appointments
- Benton Delegation





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# BUDGET OUTLOOK

- New revenue forecast model
  - ARPA, other federal funds cliff vs growing demands
  - December outlook
  - Upcoming forecasts
-

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# SESSION THEMES

- Housing and Homelessness
  - Behavioral Health
  - Education
  - Medicaid Tax
  - Water
  - Transportation
- 



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# BENTON COUNTY PRIORITIES

- Jackson Frazier Boardwalk
- SMMP
- Adair Village Wastewater Treatment Plant
- Ongoing funding for HB 4002 (deflection) programs
- Bills impacting county operations



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# 2025 SESSION

- Important Dates and Timeline
    - January 21 – Session Begins
    - April 9 – First Chamber Deadline
    - May 14 – Economic Forecast
    - May 23 – Second Chamber Deadline
    - June 18 – Target Sine Die
    - June 29 – Constitutional Sine Die
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# QUESTIONS?

Ryann Gleason and Zack Reeves | CFM Advocates | [www.cfmadvocates.com](http://www.cfmadvocates.com)

Board of Commissioners Agenda Item 5.2

### Agenda Placement and Contacts

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Board of Commissioners

**Contact Name \*** Sean McGuire

**Phone Extension \*** 0152

**Meeting Attendee Name \*** Petra Schuetz, Bailey Payne, Community Development; Sean McGuire, Sustainability

### Agenda Item Details



**Item Title \*** Coffin Butte Landfill and Regional Sustainable Materials Management Plan Task Force Overview

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
  - Discussion Only
  - Document Recording
  - Employment
  - Notice of Intent
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  - Ordinance/Public Hearing 1st Reading
  - Ordinance/Public Hearing 2nd Reading
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  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 40 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement \***  Yes  No



Advertisement\*

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\***

Regional waste and materials management directly relates to and impacts all of our communities' Core Values.

**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\***

Regional waste and materials management directly relates to and impacts many of our organization's Focus Areas.

# Recommendations and Motions

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## Item Recommendations and Motions

---

**Staff** N/A

**Recommendations\***

**Meeting Motions\*** I move to ...

N/A

Item Comments and Attachments

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**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.

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

**Department Approver** RACHEL MCENENY

# History of Coffin Butte Landfill

Bailey Payne  
Solid Waste Program Coordinator  
2025



## Early 1900's and Before



Native Kalapuyans inhabit Coffin Butte / Soap Creek area for over 14,000 years

Early 1700's

European fur trappers are active in the area

Mid-1800's

Pioneers settle in the area

Early 1900's

Farming begins; roads built to transport produce to markets

1940's

1955



positional

and

not due



## 1970's



### 1970's

DEQ notes challenges with water and soil conditions. Recommends CBL closure

### 1972-73

Chemeketa Region looks for regional disposal site. CBL emerges as preferred location, despite local residents' opposition

### 1974

Benton County Planning Commission approves CUP allowing for expansion; decision upheld by Benton County Commissioners

### 1975

Valley Landfills Inc. purchases the Coffin Butte site

### 1977

The old burn dump located within the CBL closes

## Resource Conservation and Recovery Act (RCRA)



- RCRA was passed in 1976
- Nation's primary law governing the disposal of solid and hazardous waste
- Eliminated open burning and open dumps – most small dumps closed in the 80's
  - For example, Portland alone had 57 dumps in 1980. Now there are 24 landfills throughout Oregon
- Reduced the number of unregulated “dumps” and replaced with larger, highly regulated “sanitary landfills”
- Improved water quality (liners, placement of landfills)
- Improved air quality (landfill gas collection, no open burning, daily cover)

# 1980's and 1990's



## 1983

Benton County alters Comprehensive Plan and creates "Landfill Zone" at Valley Landfill's request.

Planning Commission agrees to waste intake from three additional counties; Landfill expands to 194 acres north of Coffin Butte Road

## 1992

DEQ begins investigating groundwater contamination from Teledyne Wah Chang dumping in the 1970s

## 1994

CUP granted for 2.2 megawatt power generation facility

Benton County BOC unanimously denies Valley Landfills, Inc. expansion request

## 1997

CUP granted to expand gas-to-energy facility

## 1999

"Hot load" spurs large CBL fire

## 2000's



2000

Allied Waste acquires Valley Landfills, Inc.

Benton County landfill franchise agreement extended to 2020

2002

Benton County and Landfill owners sign MOU requiring prior approval to use land south of Coffin Butte Rd. for waste disposal

2005

DEQ issues record of decision on Coffin Butte groundwater mediation; site in compliance

2007

Expansion of gas-to-energy facility complete

2008

CBL acquired by Republic Services

## 2017 onward



**2017**

Intake tonnage increases from 553,000 tons in 2016 to 941,000 tons

**2019**

Burn dump waste relocation begins

**2020**

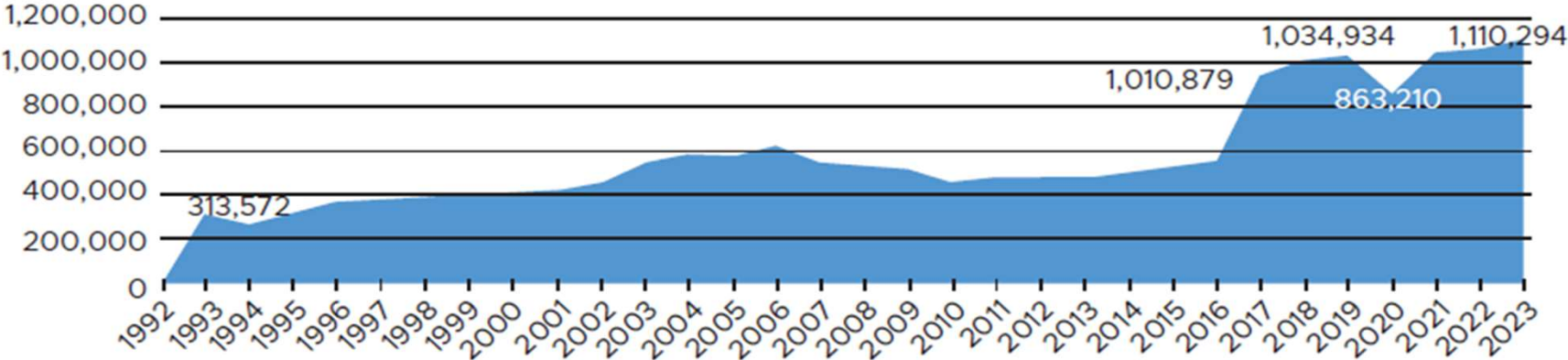
Benton County renews landfill franchise agreement through 2040. Clause includes removal of 1.1 million tonnage cap upon next CUP approved expansion

**2021**

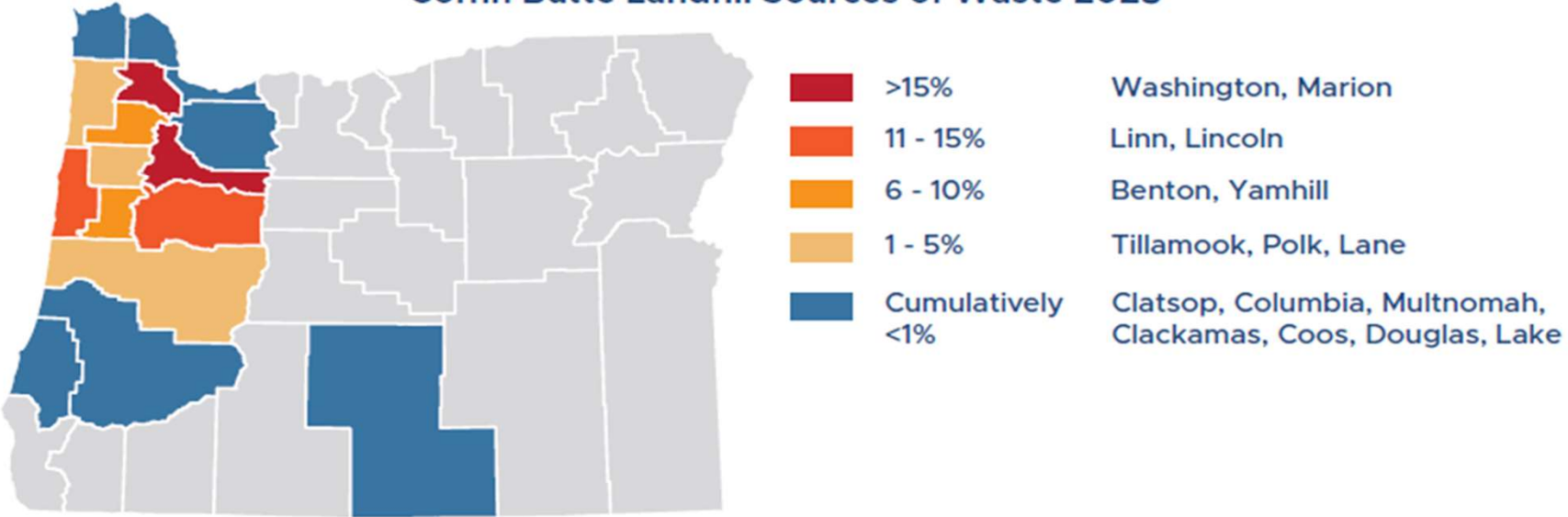
Wildfire debris causes tonnage to increase again. Annual tonnage continues to be just under cap.

Republic Services files CUP seeking approval to place waste south of Coffin Butte Rd. Expansion request approved by Solid Waste Advisory Council, then denied by Planning Commission

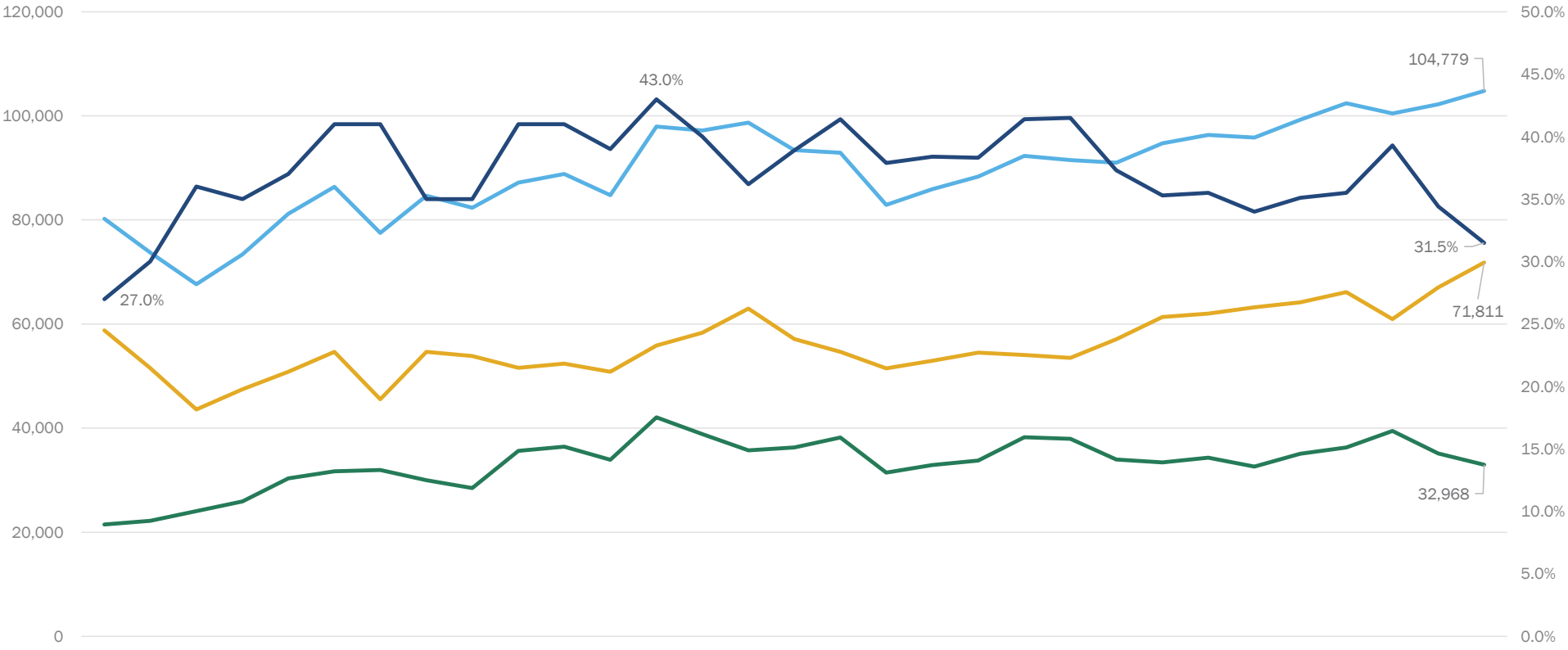
### Coffin Butte Annual Tons (from all sources)



### Coffin Butte Landfill Sources of Waste 2023



# Benton County Waste Generation & Recovery Rate



BC Tons Disposed BC Tons Recovered BC Tons Generated Benton County Recovery Rate (w/out credits)



Questions?



# Quasi-Judicial Land Use Decisions

## Conditional Use Permit Process

Petra Schuetz, Interim Community Development Director  
Planning Director

January 2025



# Completeness Review

<span style="color: blue;">■</span>	Applicant responsibility
<span style="color: orange;">■</span>	Staff
<span style="color: purple;">■</span>	Planning commission and BOC

## Benton County Land Use Application Process *Quasi-Judicial*

	<b>Pre-Application</b>	Meeting with applicant and agency partners   <b>REQUIRED</b>		Applicant meets with neighbors   <b>OPTIONAL</b>
--	------------------------	--------------------------------------------------------------	--	--------------------------------------------------

**Applicant Enhances Application Based On Comments**



**Applicant Submits Application**

Staff has 30 Days to deem application **complete OR incomplete**



■ **If Complete:**

Staff begins the clock to complete process in 150 days or less

■ **If Incomplete:**

Applicant has opportunity to submit modified info in 30 days or less



# Staff & Agency Review

## Staff Review

- Send application to agency referral partners (2-3 weeks review)
- Notice to public with tentative hearing dates (4-8 weeks)
- Post legal notices (10-14 days)

## Staff Report Development Intake comments from professionals and public (2 weeks)

- Recommend Approval
- Recommend Approval with conditions
- Recommend Denial

## Planning Commission Review | Public Hearing | Decision

- Approval
- Approval with conditions
- Denial

## All parties may appeal (10 days)

- No Appeal:** decision stands (1 year to meet conditions)
- Appealed:** planning committee and modified staff report to BOC, repeat hearing and notice process (4-8 weeks)

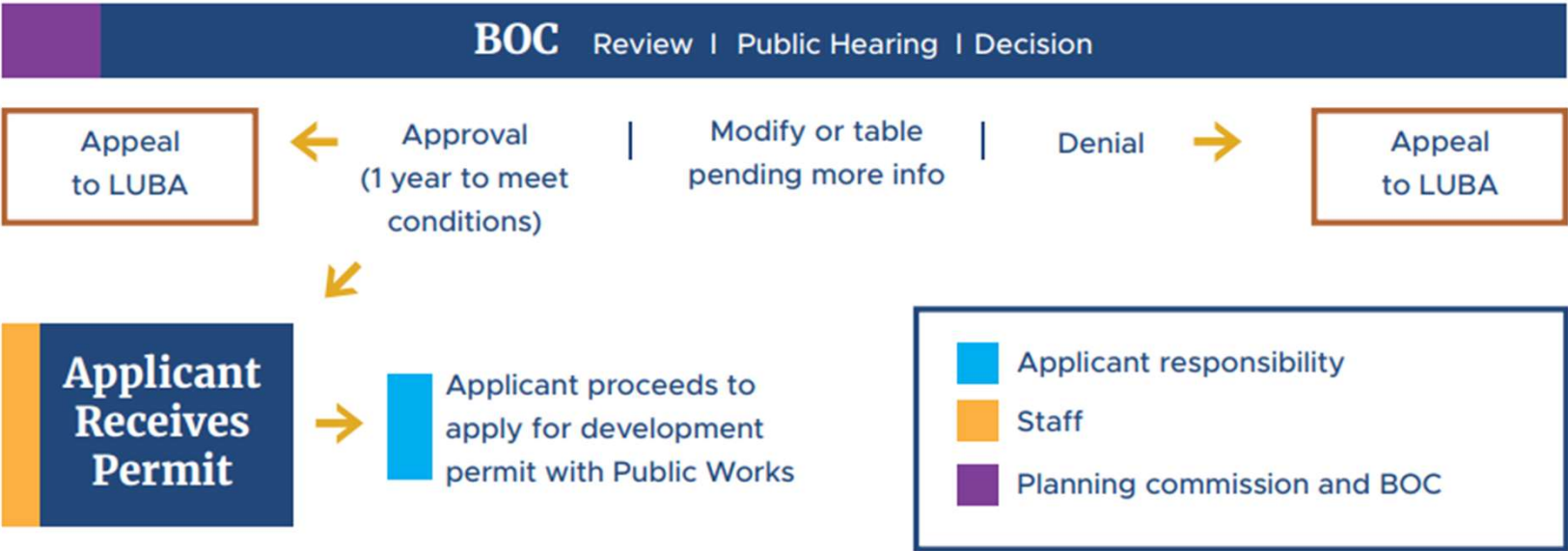
Applicant revises or withdraws  
**Or**  
Proceed with rec for denial

Applicant revises and resubmits  
**Or**  
Request public hearing to proceed

- Applicant responsibility
- Staff
- Planning commission and BOC



# Appeal Process



# Conditional Use Basics

- **53.205 - Purpose.** Conditional uses are land uses which may have an adverse effect on surrounding permitted uses in a zone. [Ord. 90-0069]
- **53.210 - Permit Required.** A person shall obtain a conditional use permit from the County in order to establish a conditional use. The decision to issue a conditional use permit is discretionary. [Ord. 90-0069]

# Conditional Use Basics

**53.215 - Criteria.**The decision to approve a conditional use permit shall be based on findings that:

(1)The proposed use does not seriously interfere with uses on adjacent property, with the character of the area, or with the purpose of the zone;

(2)The proposed use does not impose an undue burden on any public improvements, facilities, utilities, or services available to the area; and

(3)The proposed use complies with any additional criteria which may be required for the specific use by this code. [Ord. 90-0069]

# Conditional Use Basics

## 53.220 - Conditions of Approval.

Conditions may address, but are not limited to:

- (1) Size & location of site.
- (2) Road capacities in the area.
- (3) Number & location of road access points.
- (4) Location & amount of off-street parking.
- (5) Internal traffic circulation.
- (6) Fencing, screening & landscape

(7) Height & square footage of building.

(8) Signs.

(9) Exterior lighting.

(10) Noise, vibration, air pollution, & other environmental influences.

(11) Water supply & sewage disposal.

(12) Law enforcement & fire protection.

[Ord. 26; Ord. 90-0069]

# Regional Sustainable Materials Management Plan (SMMP) Task Force

Sean McGuire, Board of Commissioners  
January, 2025





# Origins: Benton County Talks Trash



## Background & Intent

- Serve as a ‘bridge’ between past events & next steps
- Reset (then) dynamics & develop “common understandings” & protocols
- Full Committee & Subcommittees met September 2022 – April 2023

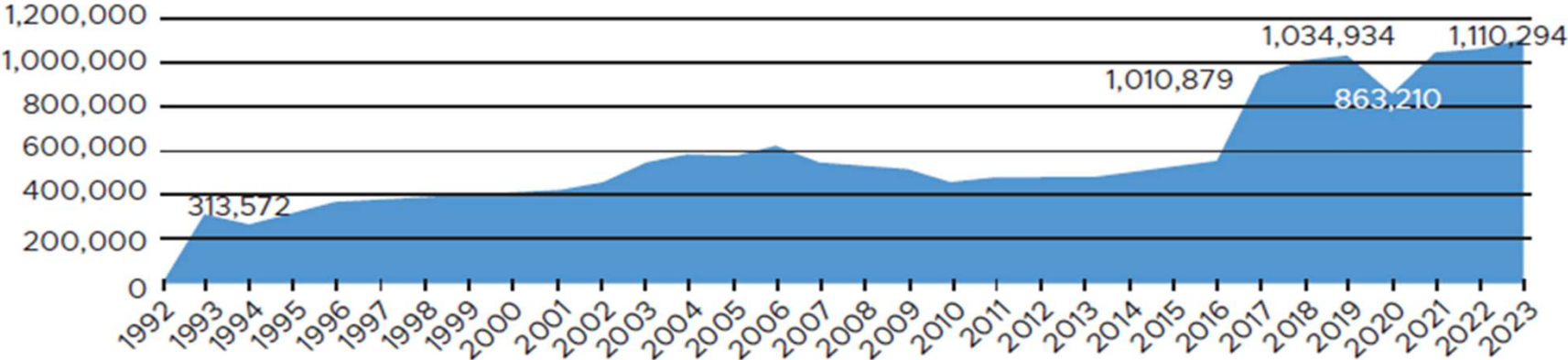
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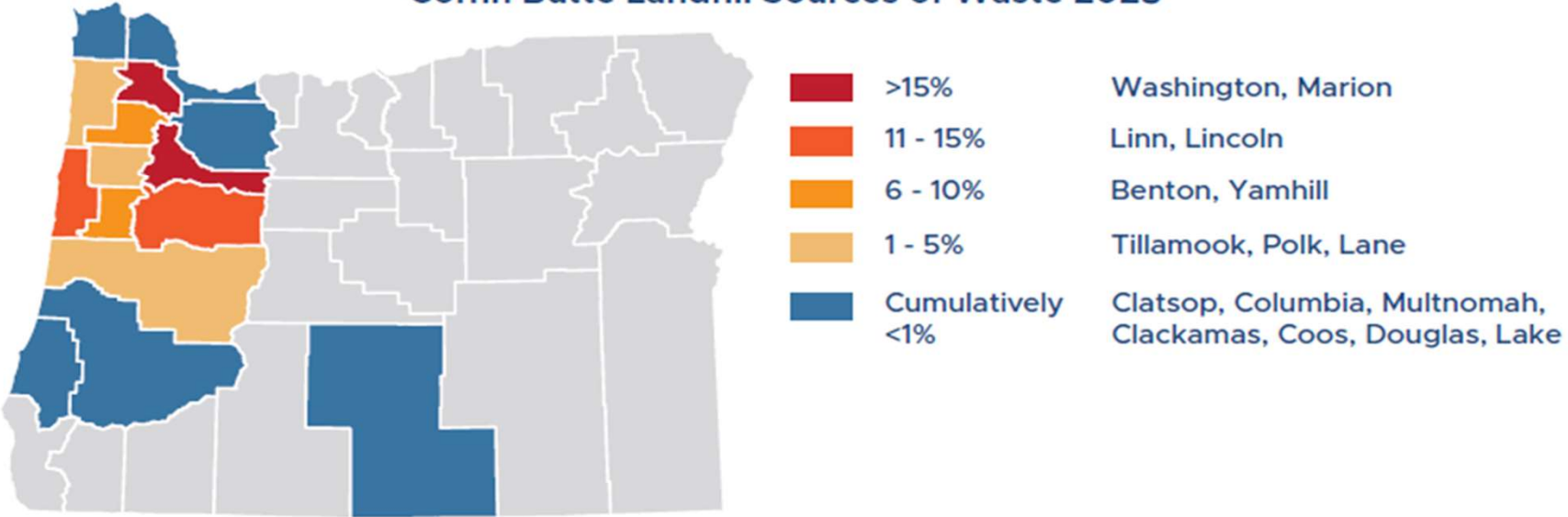
## Subcommittees

1. Landfill Size/Capacity/Longevity
2. Legal Issues & Land Use Review
3. Past Land Use Application Conditions
4. Community Education & Public Outreach
5. Sustainable Materials Management Plan (SMMP)

Coffin Butte Annual Tons (from all sources)



Coffin Butte Landfill Sources of Waste 2023



## Coffin Butte Landfill is a regional landfill

A regional landfill is defined as accepting 75,000 tons/year from outside its immediate area. Coffin Butte has been a regional landfill since records were officially kept in 1992.



### Oregon Major Disposal Sites

#### REGIONAL

1. Finley Buttes Regional, *Waste Connections*
2. Columbia Ridge Regional, *Waste Management*
3. Roosevelt (WA) Regional, *Republic Services*
4. Wasco County Regional, *Waste Connections*
5. Riverbend Regional, *Waste Management (closing in 2 years)*
6. Coffin Butte Regional, *Republic Services*
7. Dry Creek Regional, *Rogue Disposal*

#### IN-COUNTY

8. Short Mountain, Lane County
9. Roseburg, Douglas County
10. Knott, Deschutes County *(closing in 5 years)*
11. Reworld Marion, Covanta Holding Corp

## Coffin Butte Landfill is a regional landfill

A regional landfill is defined as accepting 75,000 tons/year from outside its immediate area. Coffin Butte has been a regional landfill since records were officially kept in 1992.



### Oregon Major Disposal Sites

#### REGIONAL

1. Finley Buttes Regional, *Waste Connections*
2. Columbia Ridge Regional, *Waste Management*
3. Roosevelt (WA) Regional, *Republic Services*
4. Wasco County Regional, *Waste Connections*
5. ~~Riverbend Regional, *Waste Management*~~  
(closing in 2 years)
6. Coffin Butte Regional, *Republic Services*
7. Dry Creek Regional, *Rogue Disposal*

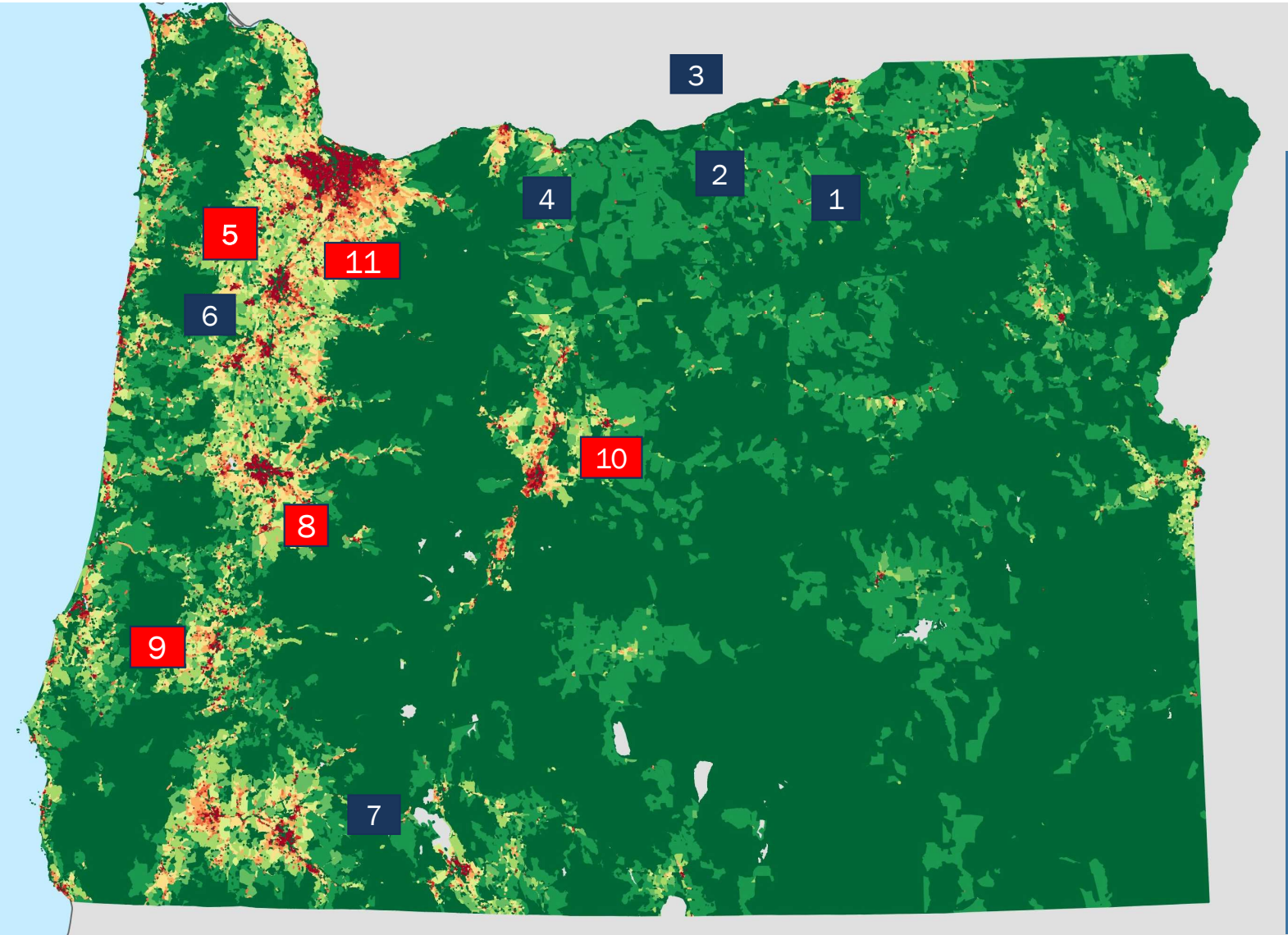
#### IN-COUNTY

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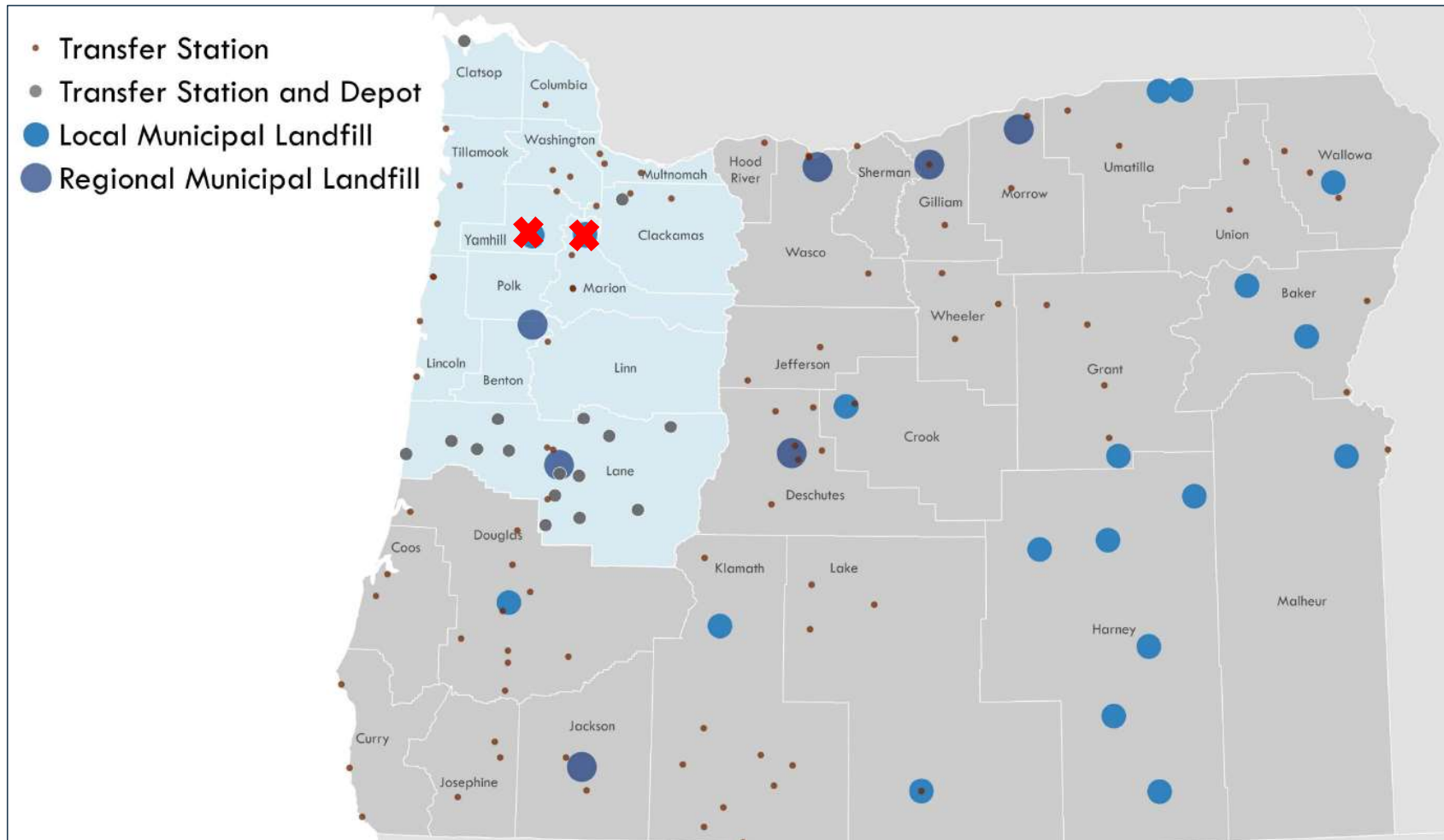
## Oregon Major Disposal Sites

Regional **In-County**

1. Finley Buttes Regional, Waste Connections (2217+)
2. Columbia Ridge Regional, Waste Management (2138)
3. Roosevelt (WA) Regional, Republic Services (2117)
4. Wasco County Regional, Waste Connections (2117)
5. **Riverbend Regional, Waste Management (2021)**
6. Coffin Butte Regional, Republic Services (2039+)
7. Dry Creek Regional, Rogue Disposal (2099+)
8. **Short Mountain, Lane County (2158)**
9. **Roseburg, Douglas County (2029+)**
10. **Knott, Deschutes County (2029)**
11. **Covanta Marion, Covanta Holding Corp.(ReWorld)**



# Regional Solid Waste Infrastructure



# Regional SMMP Task Force – Background



## Interviews Summer, 2024

- Elected Officials & Staff from 13 Counties, Metro, & Portland
- Governor's Office & DEQ
- Industry Leaders & Innovators

SMMP Task Force Kickoff on  
October 21, 2024





# Regional SMMP Task Force – Purpose & Outcomes

## SMMP Task Force Kick-Off

- Purpose
- Guiding Principles
- Intended Outcomes

# Regional SMMP Task Force – Deliverables



## Desired Deliverables

- Overview & Context of Regional SMM
- Success Stories & Case Studies
- Capture Resources & Opportunities
- Identify Key Findings
- Present Recommendations to Advance SMM Actions, Policies, & Systems



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## SUSTAINABLE MATERIALS MANAGEMENT PLAN (SMMP) TASK FORCE January, 2025

### Purpose of the SMMP Taskforce

- The purpose of the SMMP Taskforce is coordination and thought leadership to create a regional network and solutions.
- Solution-Focused Effort to Recognize & Implement Regional Sustainable Materials Management Systems
- Recognize & Strengthen Western Oregon Collaboration to Leverage Resources, Opportunities, & Market Services
- Provide case studies, success stories, data-driven findings, & recommendations to positively change waste management & materials management systems.

### Guiding Principles of the SMMP Taskforce

- The work of the SMMP Taskforce is regional in scope because impacts of waste management, positive and negative, are regional in nature and do not follow jurisdictional boundaries.
- The SMMP Taskforce is working towards solutions rooted in sustainable materials management. (not only solid waste management).
- The SMMP Taskforce will consider a broad range of sustainable materials management solutions.
- The Taskforce will prioritize solutions that create, maintain, or improve access to the benefits sustainable materials management system and reduce negative impacts.
- The SMMP Taskforce will use a systems change approach to regional solutions. Although education and behavior change approaches are important, they are not the focus of the plan at this time.

### Intended Outcomes of Kickoff Summit

- **Call to action:** Use current and near-future waste management pressures to spur focus and change on materials management systems.
- Build an understanding that the region cannot “recycle our way out of this.”
- Create a full understanding of the waste system in Western Oregon, pressure points; connection between jurisdictions, opportunities for collaboration, etc.
- Develop a clear understanding of Waste Management vs. Materials Management Systems.



## SUSTAINABLE MATERIALS MANAGEMENT PLAN (SMMP) TASK FORCE January, 2025

### Current Desired Outcomes

- Describe & provide context to current Sustainable Materials Management (SMM) in northwest Oregon
- List success stories and/or case studies of targeted examples of SMM to emulate in our region
- Capture and aggregate current and potential resources and opportunities to support SMM activities for local governments
- Identify key findings as a foundation and lists of recommendations to advance SMM actions, policies, & systems

### Recommended Subcommittees

- Food/Organics
- Built Environment
- Products & Packaging
- Regional Solid Waste Management

### Matrix of Questions & Topics for Each Subcommittee

- Current State: Background, context, definitions, current conditions, etc.
- Future State: What are the Desired Outcomes? What is success? How can progress be tracked?
- Lenses, issues, and opportunities to achieve our region's Desired Outcomes, which could include:
  - Equity, environmental justice, economic, and livability opportunities & benefits
  - Market analyses or drivers to positively change current systems and dynamics
  - Governmental & jurisdictional authority dynamics, both locally and regionally
  - Funding & fiscal opportunities
  - Success stories & case studies
- Barriers, opportunities, and recommendations moving forward

# Board of Commissioners Agenda Item 5.3

## Agenda Placement and Contacts

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Public Works

**Contact Name \*** Gary Stockhoff

**Phone Extension \*** 6010

**Meeting Attendee Name \*** Gary Stockhoff, Public Works Director

## Agenda Item Details

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**Item Title \*** Update on Benton County Facilities

- Item Involves \*** Check all that apply
- Appointments
  - Budget
  - Contract/Agreement
  - Discussion and Action
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  - Proclamation
  - Project/Committee Update
  - Public Comment
  - Special Report
  - Other

**Estimated Time \*** 15 Minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement \***  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.  
Projects include Crisis Center, Courthouse/District Attorney's Offices, and Emergency Operations Center projects

## 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\*** Generally speaking all value and focus areas are in some way associated with the facilities occupied and operated by Benton County.

**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\*** Generally speaking all value and focus areas are in some way associated with the facilities occupied and operated by Benton County.



## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff** None

**Recommendations\***

**Meeting Motions\*** I move to ...

None

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**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.

BOC Project Report - Courthouse - Jan25.pdf 462.98KB

BOC Project Report - EOC - Jan25.pdf 194.31KB

**Comments (optional)** Crisis Center report is pending. Will submit as soon as it's updated.  
If you have any questions, please call ext.6800

**Department Approver** GARY STOCKHOFF



# Courthouse Monthly Project Report

January 2025

**Project Location:** 1000 NE Carson Drive, Corvallis, OR    **Project Owner:** Benton County, Gary Stockhoff  
**Owner's Representative:** Otak CPM, Sheri Mishler    **Architect/Engineer:** DLR Group, Jane Gooding  
**Construction Manager/GC:** Hoffman, Justin Paterson    **Scheduled Completion:** Winter 2027

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## **Summary**

The start of construction is within sight with mobilization now targeted for February 2025. The two County/City Development Agreements and the USACE/SHPO Memorandum of Agreement have now been executed. The plat and easements for the property have also been accepted and final mylar documents are being routed for signature and recordation. Final platting and title of the property will allow the release of all permits and the project team is prepared to mobilize within a couple weeks after issuance.

## **Land Acquisition**

Land acquisition is complete.

## **Site Development**

Final site development plans have been accepted.

## **Design Update**

Design is complete.

## **Budget Update**

Final edits to the OJD Phase Agreement are being wrapped up. Project funds expended by the County cannot be reimbursed until this agreement is finalized. The table below provides a summary of the available funding and budget to date. The Guaranteed Maximum Price (GMP) construction contract will be set once permits are released, and an exact start date can be identified.

Funding Sources	Funding
State Borrowing	\$ 36,118,022
State General Fund	\$ 2,000,000
County Borrowing - Principal	\$ 36,000,000
County Borrowing - Premium & Interest	\$ 4,323,360
County General Fund	\$ 1,933,722
Federal American Rescue Plan Act	\$ 5,931,017
Other Grant and Service Revenue	\$ 30,690
<b>Total</b>	<b>\$ 86,336,811</b>

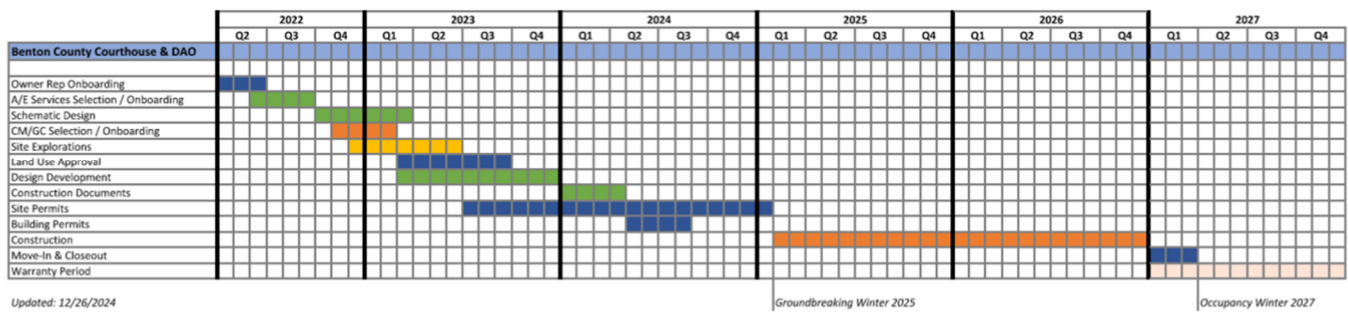
Budget Category	Budget	Encumbered	Expended
Land Acquisition	\$ 5,477,700	\$ 5,874,900	\$ 5,874,900
Design & Professional Services	\$ 9,771,623	\$ 10,259,190	\$ 7,767,028
Incidental	\$ 10,500	\$ 9,005	\$ 9,005
Jurisdictional	\$ 3,083,605	\$ 272,547	\$ 272,547
Construction	\$ 61,918,693	\$ 53,567,821	\$ 659,296
Furniture, Fixtures, & Equipment	\$ 6,074,690	\$ -	\$ -
<b>Total</b>	<b>\$ 86,336,811</b>	<b>\$ 69,983,463</b>	<b>\$ 14,582,776</b>

### Construction Update

No update.

### Schedule Update

The updated schedule forecast below shows a February 2025 construction start and an early Spring 2027 finish.





## Crisis Center - Monthly Project Report

January 2025

**Project Location:** 240 NW 4<sup>th</sup> Street, Corvallis, OR

**Owner's Representative:** N/A

**Construction Manager/GC:** Gerding Builders

**Project Owner:** Benton County, Gary Stockhoff

**Architect/Engineer:** Mahlum Architects

**Scheduled Completion:** Spring of 2025

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### Summary

The Benton County Crisis Center is a voluntary, walk-in treatment-centered facility that may serve as an alternative to the emergency room, which aims to provide stabilization for individuals experiencing mental health crisis, along with referrals and support for ongoing behavioral health services. The crisis center will be staffed by Benton County Health Department's mental health crisis team and is an expansion of existing mental health crisis services.

By relocating to this facility, with more available space, the Benton County Health Department will add additional staff and services, including:

- 24/7 walk-in (no appointment needed), face-to-face crisis counseling services.
- Crisis, Outreach, Response, and Engagement (CORE) Co-Response team assisting in connecting people in crisis to the new facility for stabilization and support.
- Dispatch center for the Mobile Crisis Team, which responds out in the community to calls from community service providers, including law enforcement and hospital staff.

The new crisis center will also offer a safe and supportive space for voluntary stabilization to adults who are assessed to need short-term stabilization, but do not require the medical capabilities of an acute care hospital or longer-term residential care. In addition, the crisis center will expand the County's currently very limited respite bed capacity for adults. Respite beds and stabilization chairs are for adults, aged 18 years or older; the new facility will contain:

- Five (5) Stabilization Chairs (Recliners) – Up to 23 hours stay in a trauma-informed, treatment-centered environment for adults who need additional time and support to stabilize from mental health crisis and to be connected to appropriate community resources.
- Six (6) Respite Beds – Up to 29 days stay in a trauma-informed, treatment-centered environment for adults recovering from mental health crisis who need respite time away from their current living situation while being connected to ongoing treatment and/or other appropriate community resources.

### Land Acquisition

The site was a former gas station and used car lot prior to it being prepared for the Crisis Center. Benton County owned the property, which helped preserve the available funds for construction of the new facility.

**Site Development**

The new facility will be constructed on a 10,000 SF lot which, as indicated above, has necessitated going to a second story. The project will be providing site upgrades to meet City of Corvallis requirements and the needs of the Crisis Center operation. The gas station was removed in 2022 with the foundation being removed in 2023; site work commenced shortly thereafter. Unfortunately, the soil at this site was found to be contaminated and several old, abandoned fuel tanks were discovered underground which has slowed work on the underground components.

**Design Planning and Community Engagement Update**

Benton County Behavioral Health formed a design advisory group to help inform the design process by providing a crystal-clear understanding of the unique needs of Benton County residents and what can be accomplished with the new crisis center. The committee consisted of health department staff and mental health professionals as well as community partners, including representatives from:

- Good Samaritan Regional Medical Center
- Intercommunity Health Network Coordinated Care Organization
- Pathfinder Clubhouse
- Corvallis Daytime Drop-In Center
- Strengthening Rural Families
- Oregon State University Counseling & Psychological Service
- Benton County Sheriff’s Office
- Corvallis Police Department
- Mahlum Architects
- Gerding Builders

In the design planning process, the architect team presented concepts to the design committee members who ask questions, provide insight, and help refine the vision for the final design. The committee participated in journey-mapping exercises that put them in the shoes of someone seeking crisis services to help guide the process and flow of services once the center is up and running. Another activity, called visual listening, gave the committee an opportunity to authentically react to different designs, to help define the look and feel of the building.

The facility design was completed in November 2022 and the advisory group’s work has concluded. Mahlum is currently working with the Oregon Health Authority to ensure that our design continues to meet their expectations for licensure.

**Budget Update**

The total budget for the Crisis Center is \$8,929,094 which is funded through a combination of state and federal resources. As of December 31, 2024, the County has expended \$6,34 million or 71% of the budget.

Budget Category	Budget	Expended	Committed	Available
IHN Capital Grant	\$ 100,000	\$ 100,000	\$ -	
Energy Trust Fund Grant	\$ 2,500	\$ 2,500	\$ -	
OHA State Capital Grant	\$ 1,126,592	\$ 1,126,592	\$ -	
HRSA Federal Grant	\$ 1,000,000	\$ 1,000,000	\$ -	
State ARPA Grant	\$ 1,250,000	\$ 1,250,000	\$ -	
State Legislative Grant	\$ 5,450,002	\$ 2,858,620	\$ 2,591,382	
<b>Total</b>	<b>\$ 8,929,094</b>	<b>\$ 6,337,712</b>	<b>\$ 2,591,382</b>	<b>\$ -</b>

**Construction Update**

The construction of the building is cruising along. Currently, there is some visible external work being done with vapor barrier getting put on the walls to prepare for siding. The drywall is continuing to go up inside the building, and the majority of HVAC work is complete on the 1<sup>st</sup> floor. Our BH team worked with the construction team and OHA to alter access controls to satisfy licensing requirements for our respite program. Our BH team has also meet with the interior design team to select materials and furniture for the building in early December.

**Schedule Update**

The current anticipated completion date is Spring 2025.



## Emergency Operations Center (EOC) - Monthly Project Report January 2025

**Project Location:** 1050 NE Carson Drive, Corvallis, OR    **Project Owner:** Benton County, Gary Stockhoff  
**Owner's Representative:** Otak CPM    **Architect/Engineer:** DLR/Mazzetti  
**Construction Manager/GC:** Hoffman Construction    **Scheduled Completion:** Summer 2026

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### Summary

The Construction Documents phase of the EOC design is underway and an early GMP (Guaranteed Maximum Price) for construction has been contracted. Permitting review for the EOC will begin as soon as permits are released for the Courthouse.

### Land Acquisition

Land acquisition is complete.

### Site Development

Land Use review will run concurrently with the building permit review, scheduled for early 2025.

### Design Update

The PEMB (Pre-Engineered Metal Building) contractor has been selected to assist in the structural design. The Construction Documents 100% set will be finalized for permit applications over the next few months.

### Budget Update

The table below provides a summary of the available funding and budget to date.

<b>Funding Sources</b>	<b>Funding</b>
State Lottery Backed Bonds	\$ 5,000,000
Federal American Rescue Plan Act	\$ 2,500,000
Federal HRSA Grant	\$ 1,000,000
Federal SHSP Grant	\$ 52,788
County General Fund	\$ 633,000
<b>Total</b>	<b>\$ 9,185,788</b>

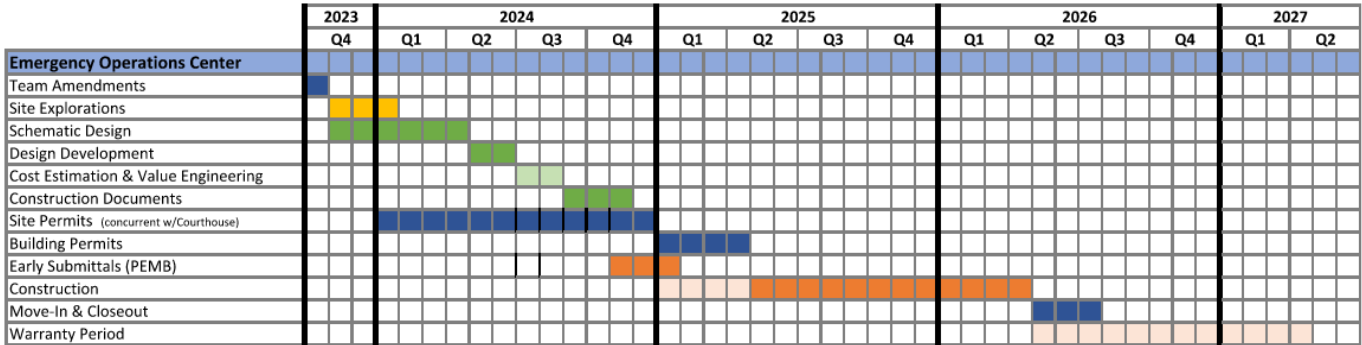
<b>Budget Category</b>	<b>Budget</b>	<b>Encumbered</b>	<b>Expended</b>
Design & Professional Services	\$ 1,590,314	\$ 1,502,920	\$ 888,584
Incidental	\$ 2,000	\$ -	\$ -
Jurisdictional	\$ 148,882	\$ -	\$ -
Construction	\$ 7,144,592	\$ 6,701,065	\$ -
Furniture, Fixtures, & Equipment	\$ 300,000	\$ -	\$ -
<b>Total</b>	<b>\$ 9,185,788</b>	<b>\$ 8,203,985</b>	<b>\$ 888,584</b>

### Construction Update

Construction of the EOC will run concurrently with the Courthouse. Permit applications are expected to be submitted in January 2025 for construction mobilization in Spring 2025.

### Schedule Update

The project is on schedule for completion in Spring 2026.



Updated: 10/08/2024

Groundbreaking Spring 2025

\$5M Bonds Available

\$1M FEMA Grant Expires

Occupancy Spring 2026



# 6. NEW BUSINESS

# Board of Commissioners Agenda Item 6.1

## Agenda Placement and Contacts

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Health Services

**Contact Name \*** April Holland

**Phone Extension \*** 6840

**Meeting Attendee Name \*** April Holland, Sara Hartstein; Health Services

## Agenda Item Details



**Item Title \*** Appointment of Local Public Health Administrator, Resolution R2025-001

- 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 \*** 5 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement \***  Yes  No

## Issues and Fiscal Impact

## Item Issues and Description

**Identified Salient Issues \***

--ORS 431.418 - Local public health administrator; health officer; duties; salary.  
 (1) Except when a local public health authority has transferred its responsibility to the Oregon Health Authority under ORS 431.382, a local public health authority shall appoint a qualified local public health administrator to supervise the activities of the local public health authority. In making an appointment under this subsection, the local public health authority shall consider standards for selection of local public health administrators prescribed by the Oregon Health Authority.

--OAR 333-014-0520

(1) An individual appointed by a local public health authority to be the local public health administrator should have the following qualifications:  
 (a) A bachelor's degree; and  
 (b) Public health work experience and education that demonstrates competencies in the foundational programs as defined by ORS 431.141 and foundational capabilities as defined by ORS 431.131.  
 (2) Upon appointment of a local public health administrator a local public health authority must provide notice of the appointment to the Authority along with a copy of the administrator's resume or curriculum vitae.

Sara Hartstein, Benton County's new Public Health Division Director, meets the minimum qualifications necessary to fulfill the statutory role of Public Health Administrator.

**Options \***

- 1) Approve the resolution appointing Sara Hartstein as Benton County Public Health Administrator.
- 2) Do not approve the resolution appointing Sara Hartstein as Benton County Public Health Administrator.

**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.  
 The mandate for a Local Public Health Administrator is outlined in Oregon Revised Statutes 431.418 - Local public health administrator, health officer, duties, salary, quoted previously. The qualifications for the role are outlined in the Oregon Administrative Rule 333-014-0520, quoted previously.

## 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 \*** Public Health programs and mandates touch all Thriving Communities Initiative (TCI) values and focus areas. Social determinants of health are particularly relevant and core to Vibrant, Livable Communities – built environment; High Quality Environment & Access – environmental health and safety, and physical activities; Community Resilience – Public Health Preparedness & Response and Climate Health; Equity for Everyone – Equity is at the core of all public health programs & services; and Health-In-All-Actions – core to TCI.

**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 \***

Emergency Preparedness – Preparedness for and readiness to respond to the public health aspects of natural or human-caused emergencies/disasters;

Prosperous Economy – Public Health research demonstrates that health and longevity are closely related to socio-economic security and equity;

Environment and Natural Resources – include but are not limited to safe food and drinking water, but also equitable access to physical activity in natural environments;

Mobility and Transportation – are key social determinants of health and critical to access to healthcare, healthy food, education, employment and recreation;

Housing and Growth – safe, secure, affordable housing is also a key social determinant of health;

Food and Agriculture – food security and healthy food are also key social determinants of health.

# Recommendations and Motions

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## Item Recommendations and Motions

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**Staff**  
**Recommendations\*** Benton County Health Department recommends approval of Resolution No. R2025-001 appointing Sara Hartstein as the Local Public Health Administrator

**Meeting Motions\*** I move to ...  
...approve Resolution No. R2025-001 appointing Sara Harstein as the Local Public Health Administrator.

Item Comments and Attachments

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**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.

R2025-001 Local Public Health Administrator.pdf 91.74KB

**Comments (optional)**

We would be happy to edit and re-submit the draft Resolution as needed.

If you have any questions, please call ext.6800

**Department Approver**

APRIL HOLLAND

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

**In the Matter of Appointing** )  
**the Public Health Deputy Director** ) **RESOLUTION NO. R2025-001**  
**to Supervise Public Health** )  
**Functions of Benton County** )

ORS 431.418 charges each Local Public Health Authority to appoint a qualified Public Health Administrator to supervise the public health functions of the County Health Department in accordance with law, and;

The Public Health Division Director meets the minimum qualifications necessary to fulfill the statutory role of Public Health Administrator.

THEREFORE, BE IT RESOLVED that the Board of Commissioners designates the position of Public Health Division Director, to be filled by Sara Hartstein, to act as the statutory Public Health Administrator for Benton County.

Adopted this 21<sup>st</sup> day of January, 2025.

Signed this 21<sup>st</sup> day of January, 2025.

BENTON COUNTY BOARD OF COMMISSIONERS

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Nancy Wyse, Chair

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Pat Malone, Vice Chair

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Gabe Shepherd, Commissioner



**Board of Commissioners Agenda Item**

**Agenda Placement and Contacts**

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Health Services

**Contact Name \*** Andy Chuinard

**Phone Extension \*** 6830

**Meeting Attendee Name \*** Andy Chuinard, Rocío Muñoz; Health Services

**Agenda Item Details**



**Item Title \*** Adopting a Finalized Benton County Tobacco-, Vape-, and Smoke-Free Properties Policy

- 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 \*** 15-25 minutes

**Name of Board/Committee** Benton County Policy Oversight Committee; Health in All Actions Committee

**Board/Committee Involvement \***  Yes  
 No

**Advertisement \***  Yes  
 No

## Issues and Fiscal Impact

## Item Issues and Description

**Identified Salient Issues\***

- Benton County Policy A102 Tobacco-Free Facilities and Grounds was originally adopted on January 1, 2013. Since then, the landscape of tobacco nicotine products has changed significantly along with legalization of cannabis.

- At the May 23, 2024 Health in All Actions Committee meeting, Andy Chuinard, Tobacco Prevention & Education Coordinator (TPEP) presented proposed changes to the County policy to obtain input/feedback from different department on plans update the policy to include language that covers all smokable products and other forms of nicotine.

- At the May 30, 2024 Health Services Quarterly Meeting with the BOC, Andy presented on current tobacco prevention work, including pursuing an update to the Tobacco-Free Facilities and Grounds policy to reflect the change in trends. Updating Policy A102 was recommended to the BOC.

- The Policy Oversight Committee reviewed and approved the updated "Tobacco-, Vape-, and Smoke-Free Property Policy" policy on October 8, 2024, after open comment period for all county staff review and input.

Those updates are:

the Policy Title: "Smoke-, Vape-, and Tobacco-Free Facilities and Grounds";  
referencing "smoking, vaping, and tobacco products" throughout policy language;  
updated "Definitions" section to capture and include emerging products such as synthetic nicotine, pouches, electronic smoking devices, and cannabis;  
updated "Keywords" section;  
updated "Contacts" section;  
updated "Policy History" to reflect current version "3.0";  
updated "Tobacco Use Cessation Support" section to reflect employee benefits through Benton County Human Resources, and Oregon Tobacco Quit Line contact information.

- The policy is ready for adoption by the Board of Commissioners scheduled for January 21, 2025.

After adoption, Andy will work with Health Communications to develop an updated communication plan, including public facing signage. This includes parks, department buildings, the fairgrounds, health centers, etc. The Tobacco Prevention & Education Program has earmarked funding to support implementation of communication strategies, including drafting, production of outdoor-rated aluminum signs, and to cover their installation by Benton County Facilities.

**Options\***

Approve the updates to Benton County Policy A102 Tobacco-, Vape-, and Smoke-Free Property Policy (v3.0)

OR

Deny the updates to Benton County Policy A102 Tobacco-, Vape-, and Smoke-Free Property Policy (v3.0), and leave the existing policy in place

OR

Deny the updates to Benton County Policy A102 Tobacco-, Vape-, and Smoke-Free Property Policy (v3.0), and provide staff with further direction

# 2040 Thriving Communities Initiative

**Mandated Service? \***

- Yes
- No

**Fiscal Impact \***

- 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 \***

Vibrant, Livable Communities: Smoke-, Tobacco-, and Nicotine-Free spaces and properties carry a positive impact for the community in which we live, work, and play. Studies have indicated that more smoke-, tobacco-, and nicotine-free spaces have a measurable impact on reducing youth initiation of nicotine addiction and increasing success of cessation for those trying to quit.

High Quality Environment and Access: All people deserve to access smoke-free and tobacco-free outdoor spaces. There is an opportunity for Benton County properties and spaces to reflect the high-quality values of our organization and region. Public-facing tobacco-, vape-, and smoke-free communications and signs, along with the potential for disseminating tobacco cessation information, are real-world methods this value could be practiced.

Equity for Everyone: Tobacco and nicotine addiction disproportionately and negatively affect communities already experiencing inequities. As an organization and government agency, Benton County can promote health for everyone that visits or works on County properties, including parks and natural areas.

**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 \*** Community Safety: Secondhand smoke, cigarette litter and e-cigarette and vaping device waste are community hazards. Reducing the places where these things are allowed will benefit our community. Additionally, burned cigarette waste is a source of careless brush fire ignition. Reducing this has a direct impact on community safety.

Outdoor Recreation: Our recreation spaces, parks, and natural areas can be free of cigarette litter and exposure to secondhand smoke.

## Recommendations and Motions

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### Item Recommendations and Motions

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**Staff Recommendations \*** It is the recommendation of the Health Department, the Policy Oversight Committee, and the Health in All Actions Committee that the Board of Commissioners adopt updated Benton County Policy A102 – Smoke-, Vape-, and Tobacco-Free Property Policy, Version 3.0

**Meeting Motions \*** I move to ...  
...adopt Benton County Policy A102 – Smoke-, Vape-, and Tobacco-Free Property Policy, Version 3.0

**MEETING MOTION: I move to adopt Benton County Policy A102 – Smoke-, Vape-, and Tobacco-Free Property Policy, Version 3.0**

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**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.

A102 Tobacco Free Facilities REDLINE_Post-POC v.2_962024.docx	128.45KB
A102 Tobacco Free Facilities_V.3 FINAL_12182024.docx	191.13KB

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

**Department Approver** APRIL HOLLAND



# Benton County

## Policy

<b>Policy Title:</b>	Smoke-, Vape-, and Tobacco-Free Facilities and Grounds				
<b>Policy Number:</b>	A102	<b>Version:</b>	3.0	<b>Effective Date:</b>	01/01/2013

Board of Commissioners

~~05/01/2012~~

Approved By

Date Adopted

### Overview

#### Purpose/Rationale:

To promote the long-term health and safety of Benton County employees and the public by promoting a **smoke-, vape-, and** tobacco-free environment through positive and educational messaging.

#### Scope:

This policy applies to all Benton County employees, volunteers, interns, clients, visitors, and vendors on property owned or occupied by Benton County government except as explicitly stated.

### Policy Owner:

Benton County Health Department

### Policy

#### 1. **Smoke-, Vape-, and Tobacco-Free Facilities and Grounds**

- a. **Smoking, vaping, or** the use of tobacco **products** is not permitted at any time:
  - Within any interior space of facilities owned or occupied by Benton County;
  - On all outside property or grounds owned or occupied by Benton County, including parks, natural areas, parking areas; and
  - In vehicles owned by Benton County.

#### 2. **Exceptions**

- a. Notwithstanding any other provision of this policy to the contrary, the following areas are not subject to any tobacco use, **vaping, or smoking** restrictions contained within this policy:
  - Public road rights of way.
  - Easements through private property for road, utility, or trail purposes.
  - Common areas within facilities and on all outside property or grounds leased by Benton County and shared by other occupants. **Exception a.**

**Definition(s):**

<b>Word:</b>	<b>Definition:</b>
Tobacco-free	Tobacco is neither smoked, ingested, nor used in any manner on Benton County owned or occupied property.
Tobacco Product	<p>Any product containing, made of, or derived from tobacco or nicotine and intended to be introduced into the human body. Including, but not limited to, cigarettes, cigars, pipes, and any other smoking product, dip, chew, snuff, snus, nicotine pouches, and any other smokeless tobacco or synthetic nicotine product.</p> <p>“Tobacco Product” includes any electronic smoking device.</p> <p>“Tobacco Product” does not mean any product that the United States Food and Drug Administration has approved as a tobacco use cessation product.</p>
Smoking	Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, weed, plant, or other tobacco-like product or substance in any manner or in any form. “Smoking” also includes the use of an electronic smoking device which creates a vapor, in any manner or in any form.
Electronic Smoking Device	Any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use of inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or under any other product name or descriptor.
Tobacco	
Public road rights of way	All lands owned by Benton County or dedicated to the public for road and utility purposes.

**Keywords:**

Tobacco, tobacco-free, smoke-free, smoking, cigarettes, e-cigarette, vehicle, nicotine, synthetic nicotine, vaping, cannabis

**Category:**

Administrative Policies

**Contact(s):**

**Name:** Health Department **Phone:** (541) 766-6830 6835; **Email:** ~~healthinfo@Co.Benton.OR.US~~  
healthycommunities@bentoncountyor.gov

**Policy History:**

- **Version 3.0:**
  - 05/16/2024 – Updated Policy to include any product that can be smoked or vaped, including cannabis, updated definitions, added keywords, updated contact information
- **Version 2.0:**
  - 04/10/2019- Reformatted Policy in new policy template, added keywords, added contact information
- **Version 1.0:**
  - 01/01/2013- Original Format



# Benton County

## Procedure

<b>Procedure Title:</b>	Smoke-, Vape-, and Tobacco-Free Facilities and Grounds				
<b>Procedure Number:</b>	A102	<b>Version:</b>	3.0	<b>Effective Date:</b>	01/01/2013

### Procedure

#### 1. Communication of Policy

- a. Signs will be used to designate a Benton County owned or occupied facility as a “Smoke-, Vape-, and Tobacco-Free Property.”
- b. Signs bearing this message will be clearly posted at the perimeter of the property, at each vehicular and pedestrian entrance, and at other prominent locations.
- c. Each building owned or occupied will display a decal that states “Smoke-, Vape-, and Tobacco-Free Building” at each entrance or exit.
- d. Any additional language on these signs shall promote the success of the policy through education and a positive tone.
- e. Signs posted at parks and natural areas will provide an educational message regarding both the health and environmental benefits of supporting the policy.
- f. Smoke-, Vape-, and Tobacco-free policy applies at all facilities and grounds owned or occupied by Benton County regardless of whether or not signs are posted.

#### 2. Tobacco Use Cessation Support

- a. Benton County is committed to providing tobacco use cessation support as a part of the benefits package provided to all employees and dependents enrolled in Benton County’s health plan.
  - a. Benton County employee benefits include no-cost Nicotine Replacement Therapy (NRT) through in-network pharmacies, and tobacco cessation support and counselling through the Employee Assistance Provider (EAP).
  - b. Benton County Human Resources Benefits Analysts are available to help connect employees to resources, or answer questions: [bcbenefits@bentoncountyor.gov](mailto:bcbenefits@bentoncountyor.gov)
- b. Tobacco use cessation resource information will be provided to any employee who expresses an interest in seeking help to stop using tobacco products.
- c. Benton County volunteers, interns, clients, visitors, and vendors may be referred to the



Oregon Tobacco Quit Line, a free tobacco cessation resource.

- a. English: 1-800-QUIT-NOW (1-800-784-8669) [English] or [www.quitnow.net/oregon](http://www.quitnow.net/oregon)
- b. Spanish: 1-855-DEJELO-YA (1-855-335-3569) or [www.quitnow.net/oregonsp](http://www.quitnow.net/oregonsp) 1-877-2NO-FUME [Spanish], which is a free tobacco cessation resource.

### 3. Success of Policy

- a. Employees are provided with materials to help communicate this policy to co-workers, volunteers, interns, clients, visitors, and vendors with courtesy, respect, and diplomacy.
- b. If issues arise with successfully implementing this policy, an employee should notify a supervisor or other manager/administrator.
- c. Management and supervisory staff are responsible for the ongoing success of this policy within their respective work areas.
- d. Management and supervisory staff should notify the Tobacco Prevention & Education Program Coordinator at Benton County Health Department to request assistance with communicating or applying this policy.
- e. Benton County's Tobacco Prevention & Education Program Coordinator at Benton County Health Department is responsible for providing signage, educational materials, employee training, and technical assistance; addressing policy related questions, feedback and concerns; and ongoing monitoring of this policy.



# Benton County

## Policy

<b>Policy Title:</b>	Smoke-, Vape-, and Tobacco-Free Facilities and Grounds				
<b>Policy Number:</b>	A102	<b>Version:</b>	3.0	<b>Effective Date:</b>	01/01/2013

Board of Commissioners

[Insert Date Here]

Approved By

Date Adopted

## Overview

### Purpose/Rationale:

To promote the long-term health and safety of Benton County employees and the public by promoting a smoke-, vape-, and tobacco-free environment through positive and educational messaging.

### Scope:

This policy applies to all Benton County employees, volunteers, interns, clients, visitors, and vendors on property owned or occupied by Benton County government except as explicitly stated.

### Policy Owner:

Benton County Health Department

## Policy

### 1. Smoke-, Vape-, and Tobacco-Free Facilities and Grounds

- a. Smoking, vaping, or the use of tobacco products is not permitted at any time:
  - Within any interior space of facilities owned or occupied by Benton County;
  - On all outside property or grounds owned or occupied by Benton County, including parks, natural areas, parking areas; and
  - In vehicles owned by Benton County.

### 2. Exceptions

- a. Notwithstanding any other provision of this policy to the contrary, the following areas are not subject to any tobacco use, vaping, or smoking restrictions contained within this policy:
  - Public road rights of way.
  - Easements through private property for road, utility, or trail purposes.
  - Common areas within facilities and on all outside property or grounds leased by Benton County and shared by other occupants. **Exception a. does not apply to Benton County employees.**

**Definition(s):**

<b>Word:</b>	<b>Definition:</b>
Tobacco Product	<p>Any product containing, made of, or derived from tobacco or nicotine and intended to be introduced into the human body. Including, but not limited to, cigarettes, cigars, pipes, and any other smoking product, dip, chew, snuff, snus, nicotine pouches, and any other smokeless tobacco or synthetic nicotine product.</p> <p>“Tobacco Product” includes any electronic smoking device.</p> <p>“Tobacco Product” does not mean any product that the United States Food and Drug Administration has approved as a tobacco use cessation product.</p>
Smoking	<p>Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, weed, plant, or other tobacco-like product or substance in any manner or in any form. “Smoking” also includes the use of an electronic smoking device which creates a vapor, in any manner or in any form.</p>
Electronic Smoking Device	<p>Any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use of inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or under any other product name or descriptor.</p>
Public road rights of way	<p>All lands owned by Benton County or dedicated to the public for road and utility purposes.</p>

**Keywords:**

Tobacco, tobacco-free, smoke-free, smoking, cigarettes, e-cigarette, vehicle, nicotine, synthetic nicotine, vaping, cannabis

**Category:**

Administrative Policies

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**Contact(s):**

**Name:** Health Department **Phone:** (541) 766-6830

**Email:** Bentonhealthycommunities@bentoncountyor.gov

**Policy History:**

• **Version 3.0:**

- 05/16/2024 – Updated Policy to include any product that can be smoked or vaped, including cannabis, updated definitions, added keywords, updated contact information

• **Version 2.0:**

- 04/10/2019- Reformatted Policy in new policy template, added keywords, added contact information

• **Version 1.0:**

- 01/01/2013- Original Format



# Benton County

## Procedure

### Procedure

<b>Procedure Title:</b>	Smoke-, Vape-, and Tobacco-Free Facilities and Grounds				
<b>Procedure Number:</b>	A102	<b>Version:</b>	3.0	<b>Effective Date:</b>	01/01/2013

#### 1. Communication of Policy

- a. Signs will be used to designate a Benton County owned or occupied facility as a “Smoke-, Vape-, and Tobacco-Free Property.”
- b. Signs bearing this message will be clearly posted at the perimeter of the property, at each vehicular and pedestrian entrance, and at other prominent locations.
- c. Each building owned or occupied will display a decal that states “Smoke-, Vape-, and Tobacco-Free Building” at each entrance or exit.
- d. Any additional language on these signs shall promote the success of the policy through education and a positive tone.
- e. Signs posted at parks and natural areas will provide an educational message regarding both the health and environmental benefits of supporting the policy.
- f. Smoke-, Vape-, and Tobacco-free policy applies at all facilities and grounds owned or occupied by Benton County regardless of whether or not signs are posted.

#### 2. Tobacco Use Cessation Support

- a. Benton County is committed to providing tobacco use cessation support as a part of the benefits package provided to all employees and dependents enrolled in Benton County’s health plan.
  - a. Benton County employee benefits include no-cost Nicotine Replacement Therapy (NRT) through in-network pharmacies, and tobacco cessation support and counselling through the Employee Assistance Provider (EAP).
  - b. Benton County Human Resources Benefits Analysts are available to help connect employees to resources, or answer questions: [bcbenefits@bentoncountyor.gov](mailto:bcbenefits@bentoncountyor.gov)
- b. Tobacco cessation resource information will be provided to any employee who expresses an interest in seeking help to stop using tobacco products.
- c. Benton County volunteers, interns, clients, visitors, and vendors may be referred to the Oregon Tobacco Quit Line, a free tobacco cessation resource.
  - a. English: 1-800-QUIT-NOW (1-800-784-8669) or [www.quitnow.net/oregon](http://www.quitnow.net/oregon)

### 3. Success of Policy

- a. Employees are provided with materials to help communicate this policy to co-workers, volunteers, interns, clients, visitors, and vendors with courtesy, respect, and diplomacy.
- b. If issues arise with successfully implementing this policy, an employee should notify a supervisor or other manager/administrator.
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- d. Management and supervisory staff should notify the Tobacco Prevention & Education Program Coordinator at Benton County Health Department to request assistance with communicating or applying this policy.
- e. Benton County's Tobacco Prevention & Education Program Coordinator at Benton County Health Department is responsible for providing signage, educational materials, employee training, and technical assistance; addressing policy related questions, feedback and concerns; and ongoing monitoring of this policy.

## Agenda Placement and Contacts

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**Suggested Agenda Date** 01/21/25

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Sheriff's Office

**Contact Name \*** Bryan Lee

**Phone Extension \*** 6114

**Meeting Attendee Name \*** Byan Lee

### Agenda Item Details

**Item Title \*** Oregon Department of Energy Grant Opportunity: Request for Approval of Notice of Intent

- 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 minutes

**Board/Committee Involvement \***  Yes  No

**Advertisement \***  Yes  No

## Issues and Fiscal Impact

## Item Issues and Description

**Identified Salient Issues \***

As a result of House Bill (HB) 3630, the Oregon Department of Energy has introduced a new state-funded program that provides grants to Oregon counties to develop a county energy resilience plan. In January 2024, many counties across the state experienced major grid disruptions due to winter storms, windstorms, extreme cold, and atmospheric rivers. Impacts included downed trees and power lines, leaving around 240,000 Oregonians without power. The requested funding will support a direct contract to assess rural Benton County communities' energy systems and create actions to increase energy resilience in the event of another natural disaster. The proposed assessment will be an Annex to the Natural Hazard Mitigation Plan.

**Options \***

1. Approve the Notice of Intent
2. Do not approve the Notice of Intent

**Fiscal Impact \***

- Yes  
 No

**Fiscal Impact Description \***

This non-competitive grant will provide \$50,000 for a county energy resilience plan. The only match component is the staff time necessary to coordinate the project with a contractor.



# 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 grant funding will be used to create an energy resilience plan in rural Benton County communities. The plan will include an assessment of publicly owned infrastructure and create actionable items to improve energy resilience in rural communities. Many of the communities in Benton County faced significant power outages for days or even weeks at a time during the January 2024 ice storm, and this plan will help to identify ways to lessen those impacts in the future. Investing in energy resilience projects continues to be a priority for Emergency Management.

**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\***

This project is directly related to Emergency Preparedness because it builds community resilience and better prepares communities if a hazardous event, such as an ice storm or wildfire, occurs. Living without power, especially in freezing cold conditions, threatens residents' health and safety. An energy assessment and creation of action items will help to increase the County's preparedness in emergencies, increase resiliency, and better protect the community.

# Recommendations and Motions

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## Item Recommendations and Motions

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**Staff Recommendations \*** Approval of the Notice of Intent for \$50,000 for the Oregon Department of Energy State Grant Opportunity.

**Meeting Motions \*** I move to ...  
...approve the Notice of Intent for \$50,000 for the Oregon Department of Energy State Grant Opportunity.

**MEETING MOTION:**I move to approve the Notice of Intent for \$50,000 for the Oregon Department of Energy State Grant Opportunity.

## Attachments, Comments, and Submission

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### Item Comments and Attachments

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**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.

Notice of Intent to Apply ODOE Grant.doc 50.5KB

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

**Department Approver** JEFRI VANARSDALL

# NOTICE OF INTENT

## BENTON COUNTY

**DATE:** 12/16/2024  
**DEPARTMENT:** BCSO  
**CONTACT:** Bryan Lee  
**PHONE:** 541-231-0224  
**TYPE OF NOTICE**  New Grant  
 Supplement  
 Renewal

**STATEMENT OF POLICY:**  
The County Board of Commissioners must approve, prior to submission, all new, or renewals of all loans or grants sought from any public or private source. For further statement of policy see the grant administration policies in the current edition of the Budget Manual.  
Board of Commissioner review will ensure objectives of proposed grant funded programs are consistent with county policies and those financial obligations, if any, imposed by the grant, now or in the future are accounted for in county financial planning.  
*\*If available, a complete copy of the grant application shall be attached to this form\**

**GRANT DUE DATE:** 02/28/2024  
**PROJECT TITLE:** ODOE County Energy Resilience Grant Program  
**GRANT DURATION:** Award date – August 1, 2025

**GRANT SUMMARY/ABSTRACT:**  
  
This grant is a result of HB 3630, which directed the Oregon Department of Energy to create a grant program to support Oregon counties with energy resilience planning. The requested funding would provide funds to map current energy infrastructure, natural hazard risks, and communities that experience social vulnerability. It will also help to identify needs to increase energy resilience, steps for implementation, and provide opportunities to engage with local communities that experience social vulnerabilities. We plan to work with a local contractor to do an assessment, which will serve as an annex to the Natural Hazards Mitigation Plan.  
  
<https://www.oregon.gov/energy/safety-resiliency/Pages/County-Resilience.aspx>

**COUNTY COMMITMENTS**  
**STAFFING:** **NO**  **YES**   
    **If yes, Permanent**  **Limited Duration**   
    Using existing staff  
**FINANCIAL:** **NO**  **YES**  **If yes, amount:** \_\_\_\_\_  
The match is requested from general funds.

**FINANCIAL SUMMARY\***  
**FEDERAL SOURCES** \$ \_\_\_\_\_  
**STATE SOURCES** \$50,000  
**COUNTY SOURCES** \$ \_\_\_\_\_  
  
**TOTAL REVENUE** \$50,000

**DEPARTMENT HEAD COMMENTS:**

\_\_\_\_\_  
Jef Van Arsdall, Sheriff      Date

**BUDGET OFFICE REVIEW & COMMENTS:**

\_\_\_\_\_  
Budget Officer Signature      Date

**BOARD OF COMMISSIONERS:**

**Status:**       Approved without additional review  
                   Approved with additional information required by: Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
                   Disapproved

**COMMENTS:**

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chair, Board of Commissioners

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**A final copy of the grant application must be submitted to the Board of Commissioners Office.**