

**INFORMAL SESSION MINUTES**

**September 12, 2017**

2:00 p.m.

Commissioners' Office Conference Room

PRESENT: Commissioners Mary Starrett, Stan Primozich, and Richard L. "Rick" Olson.

Staff: Laura Tschabold, Ken Huffer, Christian Boenisch, and Mikalie Frei.

Guests: Erin Stephenson, Paul Peterson, Nicole Montesano.

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\* indicates item forwarded to formal agenda

Commissioner Primozich called the meeting to order at 2:00 p.m.

\* Contracts – Request to approve the janitorial services agreement between Yamhill County and ABM Industry Groups, LLC, effective July 1, 2017 through June 30, 2018.

Mr. Huffer stated this was an extension to the existing contract. He added that it is for a year to allow for time to prepare a request for proposal (RFP) this winter. Mr. Huffer stated a qualified rehabilitation facility (QRF) packet will be sent out and if response is received, the county will be able to move forward through that process without going out for a full RFP.

\* Committees – see agenda for details.

\* Personnel - see agenda for details.

\* Deeds – see agenda for details.

**Strategic Investment Grant Application Presentations** – Paul Peterson, founder of Volta PowerGen(VPG) a McMinnville based company is requesting \$120,000 to purchase tooling, materials, hardware, and software for their Riverbend Landfill reclamation project. Mr. Peterson gave a presentation on renewable energy solutions that are off grid generators customized to run on renewable energies, bio-gas specifically. He said they produce efficient, affordable, and environmentally friendly generators for off-grid, peak power, back-up and emergency power generation. Mr. Peterson said Volta is raising the bar from inefficient and expensive diesel and gas generators by applying new technology to landfill gas-to-energy power stations. He reviewed a Riverbend Landfill case study noting that Riverbend could be a showcase for economically viable clean energy.

Mr. Peterson went over an Oregon large landfill facility map, landfill scope of Oregon, and landfill scope of the United States. He discussed the technologies VPG has to convert methane produced from landfills into renewable power that now-obsolete gensets cannot compete with in terms of expenditures, maintenance, and efficiency. A side by side comparison of price per megawatt, yearly maintenance, percentages of efficiency, and minimum landfill gas was reviewed. Mr. Peterson said VPG is seeking community support to conduct field tests and evaluation, total budget for deployment of a test rig with over 1,000 hours of operation,

evaluation, total budget for deployment of a test rig with over 1,000 hours of operation, improvements and complete final design is \$250,000. The meeting recessed at 2:36 p.m. for an outside presentation and reconvened at 2:54 p.m. Due to time restraints Mr. Peterson will respond to the commissioner's questions via email.

Erin Stephenson, co-owner of Live McMinnville LLC, is seeking \$100,000 to help fund essential hotel amenities being developed at their adjacent Odd Fellows Lodge property. She gave an overview of the Atticus Hotel, a 36-room full service luxury boutique hotel with a mixture of studios and one bedroom suites, a restaurant and bar, private dining, conference room, and exercise facilities. Ms. Stephenson discussed the funding surrounding the Atticus Hotel that is adding complexity to their overall funding package. The partnership with the Small Business Administration (SBA) inhibits them from using funds from their loan to work on any other tax lot. She said the ground level floor of the Odd Fellows Lodge building is where several key functions of the Atticus will be located and therein has created a gap in funding to create the necessary spaces for the Atticus. Ms. Stephenson hopes that a partnership with Yamhill County through the Strategic Investment Fund would help them to bridge the gap and provide funds for the essential space.

Ms. Stephenson is projecting the hotel to create 65-75 new jobs in the community, five management positions, concierges, valet, housekeeping, and maintenance. She said in addition to job creation the Atticus will be a boon to our regional economy through increase consumer spending. Ms. Stephenson continued to review data compiled by Visit McMinnville of tourist spending during the summer of 2016. Using the data analysis from the study and the average daily rates (ADR) at the Atticus and the average lodging occupancy for the City of McMinnville they are predicting consumer spending from Atticus guests in Yamhill County to be roughly \$4 million a year. Ms. Stephenson said in addition to job creation and increased consumer spending the Atticus Hotel project is also attracting new businesses to the area. Since their public project launch in January she has received multiple inquiries from businesses around the state of Oregon asking if they have retail space available.

The meeting recessed at 3:38 p.m. and reconvened at 3:45 p.m.

Ms. Tschabold provided the commissioners with a spreadsheet reflecting the Economic Development Fund balances from 2016-17 and 2017-18 fiscal year. She reviewed beginning balance, expenses, and cost estimate for one year contract with economic development entity. Commissioner Starrett discussed her opinion to wait on the strategic investment grant awards until the county has completed the request for proposal (RFP). Commissioner Olson said he feels waiting to decide on Live McMinnville LLC would result in a loss of jobs. He talked about the job opportunities either working on the hotel or in the hotel once it opens and he does not want to wait. Commissioner Promizich said anything the county can do to help the Atticus Hotel get it up and running would be a great benefit to the county.

There being no further business the meeting adjourned at 3:59 p.m.

Crystal Cox  
Secretary

Accepted by Yamhill County  
Board of Commissioners on  
10-12-17 by Board Order  
# 17-405