

**INFORMAL MINUTES**

**October 24, 2005**

2:00 p.m.

Room 108, Courthouse

PRESENT: Commissioners Mary P. Stern, Leslie Lewis, and Kathy George.

Staff: John M. Gray, Jr., John Krawczyk, Steve Mikami, Richard Sly, Barb Paladeni, Laura Tschabold, Chris Johnson, Murray Paolo, and Paul May.

Guests: David Bates, News-Register; Cassie Sollars; and Tom Fox, OECD.

---

\* indicates item forwarded to formal agenda

Mary called the meeting to order.

\* Personnel - Steve presented personnel requests from various departments. See agenda for details.

\* Contracts - See agenda for details.

Discretionary Spending - Leslie declared the following expenditures from her discretionary account:  
\$1135.77 to the grant fund for bypass expenses for her March trip to Washington, D.C.  
\$108.75 to TJ's Screenprinting for two plaques to recognize bypass supporters

Grant Prioritization - Laura stated that the three applicants for Community Development Block Grants which would count toward the county's limit are YCAP, Head Start, and Rainbow Family Services. She reported that the state has \$6.5 million not yet allocated for this year and YCAP will be able to submit a letter of interest immediately for a portion of those funds. She added that since the state's guidelines will be changing next year, all three projects could be considered within a period of twelve to sixteen months.

Romain Building Basement - John K stated that the issue of whether or not to include a basement in the Romain Building addition needs to be decided soon. He explained that the basement could be used as an Emergency Operations Center (EOC) and/or space for Information Systems. He suggested that the county contract with the architect to design the basement, then see if the project is affordable when it goes out to bid.

Chris noted that Architects Barrentine Bates Lee AIA has been selected as the contractor and has an appointment this Wednesday to negotiate the contract. He stated that if the city requires further parking, the county might have to find alternate quarters for the Prevention House and/or the day reporting center, but if GIS and IS were both in the new facility, the GIS house could be used for one of those two purposes.

Laura stated that the contract for full schematic design and cost estimates would not exceed \$5000 and parking would be the first issue to be examined. The group discussed the possibility of partnering with the City of McMinnville to share an EOC in the city's new public safety building. The Board consensus was to include the \$5000 basement study in the architect's contract.

Chris suggested going out for bids on having three of the houses moved. He said that if no bids are received, the county could have the buildings demolished or use them as a training opportunity for the fire department. Mary stated that further discussion needs to be held before making a decision to burn the houses.

Mass Vaccination Drill - The Board discussed options for distributing information about the November 9<sup>th</sup> exercise to department heads and other employees. Murray suggested sending the memo out with the next paychecks.

Doane Creek Tower - John K presented a request from Dave Morey, West Valley Fire District, to install equipment on Doane Creek Tower for UHF paging and talking on a conventional channel. He said Art Walker estimated that the extensive modifications required to make it work would cost about \$10,000. The Board agreed to wait until the issue can be discussed at the Radio Implementation Committee Meeting this Thursday.

Industrial Land - Tom Fox, Oregon Economic Community Development Department (OECDD), stated that he has been doing an assessment of available industrial land throughout the state to find properties which would be good targets for industrial development or for the Certified Site Program, which OECDD runs in conjunction with the Economic Revitalization Team. He distributed and reviewed a handout which listed properties in Yamhill County meeting the minimum threshold for Tier 1 and Tier 2 sites. He stated that he will be looking at ways to bring solutions to these properties in the coming year and deciding which ones to focus on.

He stated that Oregon Department of Aviation has some infrastructure money available which the county might be able to use for the airport. Leslie suggested looking into potential federal dollars as well.

\* Roads - Approve a request from the Meadow View Estates Homeowners Association to increase the load limit on public roads within the Eagle Point Ranch subdivision from 8 tons to 11 tons, effective October 26, 2005.

\* Initiate the process to transfer jurisdiction to the City of Newberg over portions of Mountainview Drive, Aspen Way, Zimri Drive, Crestview Drive, and Springbrook Road, setting a public hearing for December 7, 2005.

\* Committees - Approve the reappointment of Claudia Hickman, Charlene Gibb, and Nancy Keim to the Special Transportation Advisory Commission for three-year terms to expire December 31, 2008.

Leslie noted that the Board had been keeping one of the new slots open for a potential member who lives outside Yamhill County. John G stated that he will check on whether or not county residence is a statutory requirement. The Board agreed to put the new appointments of Phyllis Kelley and Jimmy Baker on the non-consent agenda.

Supplemental Budget - John K stated that the ending balance for the 2005-06 fiscal year will be \$217,000 higher than budgeted. He recommended a supplemental budget to allow the additional resources to be distributed to the Jail, Capital Improvements, Public Works, and Contingency funds. The Board agreed to

consider the supplemental budget on November 9, 2005.

Legislative Appropriations - Mary noted that because the state's 2005-06 Legislatively Adopted Budget did not include the estimated increase for inflation, the legislative appropriation dollars that Yamhill County will receive is \$56,155, but the estimated grant dollars will remain unchanged. John K stated that these amounts are consistent with the county's budget figures.

County Signs - Mary presented a request from Representative Donna Nelson to change the county's welcome signs to include the words "We Honor Veterans". The Board agreed that although the request is honorable, the county's money would be better spent honoring veterans and others in more practical ways. Mary will write a letter of response to Rep. Nelson for the Board to sign.

Prevention Conference - Mary stated that Chris Johnson would like to invite his liaison commissioner to attend the Prevention National Conference in Washington D.C. next February. The Board agreed that Kathy will continue to be the liaison to HHS next year. Kathy suggested that Mary consider attending the conference in her place, since she has ties to this issue and family in the area. Kathy and Mary will check their calendars and let Chris know who will be attending.

Measure 37 - John G recommended that the Board take testimony at the two Measure 37 public hearings scheduled for this week, but not make a decision at this time. He explained that he is still evaluating information regarding the *Macpherson v. DAS* case in Marion County circuit court and its impact on Yamhill County.

The meeting adjourned at 4:04 p.m.

Anne Britt  
Secretary