

INFORMAL MINUTES

December 12, 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, Brad Berry, Jan Coleman, Mike Brandt, and Murray Paolo.

Guests: David Bates, News-Register; Cassie Sollars, 520 NW 18th Place, McMinnville; and Merilyn Reeves, Friends of Yamhill County.

* indicates item forwarded to formal agenda

Mary called the meeting to order.

Courthouse Remodel - John K reviewed two options for the courthouse remodel and reported that the Facilities Committee and stakeholders have recommended Option 2, which would move the District Attorney's Office and Trial Court Services to the main floor and Accounting, Veterans Services, Telecom, the Assessor's Office, and the Treasurer to the basement. Brad added that long-term plans for his offices would include the elimination of the adjacent hallway.

John K said he would probably be presenting a proposal from RSS Architecture next week to lay out the project in detail with the input of all stakeholders. The Board accepted Option 2 by consensus.

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

* Contracts - See agenda for details.

Measure 37 - The Board discussed the ongoing issue of giving Measure 37 claimants the option to suspend the timelines until they want to reinstate them or until the Supreme Court makes its decision in *Macpherson v. DAS*. John G and Mike Brandt will draft a sample letter to claimants and circulate it to the Board.

The meeting recessed to executive session at 2:31 p.m. pursuant to ORS 192.660(2)(h) for the purpose of consulting with counsel regarding current litigation. The meeting reconvened at 2:49 p.m. with no final decisions made and the sense of the Board conveyed to John G.

Committees - See agenda for details.

Stern Building - John K reviewed the bids submitted for the Stern Building dumbwaiter and the estimates for a ramp or conveyor belt. Jan stated that a ramp would be much more utilitarian and would better serve handicapped citizens. She said that she could get some funding for handicapped improvements and could donate some from her budget towards the project.

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Fee Waiver - Mary referred to a memo from Dan Linscheid regarding Mr. Mihm's request for a road vacation fee waiver and suggested that Kathy and Leslie both read the attached letter from Mrs. Mihm before making a decision. The item was postponed until the following week.

AOC - Leslie gave a report of today's Association of Oregon Counties (AOC) meeting and stated that although she will be chairing the Governance Committee, she plans to continue attending Transportation Committee meetings.

Policies - John G stated that after a recent reminder for all employees to sign the county's internet policy, it was noted that some employees have to routinely violate the policy during law enforcement activities. He said he will present an amended policy to the Board after meeting with the District Attorney and others.

John G asked the Board to review and make suggestions on his proposed form of agreement regarding contracts for department heads.

John K suggested putting out a temporary policy manual until the final version is updated and adopted. Mary agreed and added that three new policies could be distributed each week as they are approved by the Board.

The meeting adjourned at 3:56 p.m.

Anne Britt
Secretary