

## INFORMAL MINUTES

February 27, 2006

3:00 p.m.

Room 108, Courthouse

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

Staff: John Mr. Gray, Jr., John Krawczyk, Steve Mikami, Bob Maca, Murray Paolo, and Bill Gille.

Guests: David Bates, News-Register; Cassie Sollars, candidate for Commissioner; and Aron Perez-Selsky, Linfield intern.

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\* indicates item forwarded to formal agenda

Leslie called the meeting to order.

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

\* Contracts/Grants - See agenda for details.

Bill discussed the two Public Works contracts to be approved at the special formal session this afternoon. See special agenda for details.

\* Boat Races - Set a public hearing for March 22, 2006 to consider a request from the Newberg Boat Club and the Columbia Outboard Racing Association for exclusive use of Rogers Landing Park and Boat Launch for the 2006 Memorial Weekend Boat Races, mass gathering permit fee to be set at \$250.

Amicus Request - John G presented a request from Andrew H. Stamp, P.C. for the Board to participate as amicus in the appeal of an adverse decision in *Home Builders Association of Lane County v. the City of Eugene, et. al.*, and advised the Board against participating. Leslie stated that the AOC Community Development Committee might be interested. John G will ask Rick to pass the information along to Mr. Stamp.

Surplus Property - John G presented a request from Gregory Park to purchase surplus Tax Lot R5506-00690, which had been offered for \$50 at four previous auctions unsuccessfully. The Board agreed to have John G notify adjacent landowners of the request and give them until March 15, 2006 to submit any objections.

Newberg-Dundee Bypass - The group discussed a letter inviting the county to be a participating agency in the review process for the bypass. Leslie stated that the request may just be a formality, but she will call the bypass manager for more information.

BLM Proposed Planning Packet - The Board discussed the Bureau of Land Management's

MINUTES

INFORMAL SESSION

Page 1

February 27, 2006

3:00 p.m.

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Proposed Planning Packet and a request to prioritize the three project proposals from Yamhill County. Mary will contact Dave Hansen to get his recommendation.

Business Continuity Plan - Murray stated that the Court Security Committee has discussed the need for business continuity planning in light of recent events at the Marion County Courthouse. Bob distributed information gathered from the Internet, including a sample Continuity of Operations Plan (COOP), and discussed the importance of being able to keep county business running in the event of a natural disaster or other disruptive event. Mary suggested a memorandum of understanding with the City of McMinnville for the temporary sharing of office space. The Board agreed to schedule a work session with representatives from the city and from Marion County.

Murray stated that once the courts have a continuity plan in place, each of the county's departments should also develop a simple plan which could be assembled together. Mary noted that this would be a good issue to discuss at Management Roundtable. Bob will look for additional sample plans for departments to use as a basis for developing their own.

\* Report - Approve the 2005-07 Carry Over Report for the HHS Mental Health Division.

Tichenor Reimbursement Fund - Leslie reported that the county has received \$7100 in contributions so far from other counties. The Board agreed to wait a couple more weeks to see if any other contributions are received before discussing the issue of reimbursement of Cal Tichenor's legal expenses.

Budget - John K stated that due to a \$60,000 deficit in the 2006-07 Maintenance Budget caused by the county's new office buildings in the Stern Block, the Board, Administrative Services, and County Counsel will have to come up with the money to pay for utilities and janitorial expenses at the white house.

He reported that there will be about \$85,000 one-time money available from new and carried over dental insurance rebates. He stated that in the past, rebates have been distributed to the departments which bought the insurance, which would be about \$300 per full-time employee in this case, but the Board should consider using the money for one-time costs in the General Government Team this year because of the trouble those departments are having with the 2006-07 budget. The Board agreed to hold off on making a decision about the money until the budget process.

Mihm Request - John G stated that Mr. Mihm would like to have his road vacation fee collected as a lien against his property. He added that since Mr. Mihm does not have 100% surrounding ownership, a public hearing would be required and the fee would be \$1000 instead of \$350. His recommendation was to not do the lien, but said he would prepare the paperwork for next week if the Board wants to move forward. Kathy suggested that Mr. Mihm find out if his neighbors have any intention of opposing the vacation. Mary stated that if the Board agrees to the lien, John G's costs should be added to the fee because of the difficult budget situation this year. John G will direct Dan Linscheid to discuss the issues with Mr. Mihm and report back.

Enterprise - Mary discussed cuts in workforce investment funding and a proposal from the Enterprise administration to provide training vouchers instead of offering an array of services. She said that since the training grants have been so successful in Yamhill County, she will write a letter and circulate it to the rest of the Board for input.

The meeting adjourned at 4:15 p.m.

Anne Britt  
Secretary