

INFORMAL MINUTES

February 2, 2009

2:00 p.m.

Oval Office

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

Staff: Laura Tschabold, John M. Gray, Jr., John Krawczyk, Pat. Anderson, Tim Loewen, Kellye Fetters, and Stephanie Armstrong.

Guests: David Bates and Starla Pointer, News-Register; Maryalice Russell, McMinnville School District Superintendent; Stan Primozych, McMinnville School Board; and Gordon Cook, Road Improvement Advisory Committee.

* indicates item forwarded to formal agenda

Leslie called the meeting to order.

* Personnel - Pat presented personnel requests from various departments. See agenda for details. The Board discussed a request from the Sheriff's Office to increase the pay range for the Civil Processor position, which would cost \$2059 for the remainder of the fiscal year. Pat stated that the Sheriff's budget can afford the increase. John G pointed out that an agreement with the union needs to be done before the Board can take action. The Board agreed to have him proceed with the agreement.

Vision 2020 - Maryalice Russell discussed Vision 2020, McMinnville School District's strategic plan for the future, and stated that the district is seeking input from people sitting on all area boards about what is important for the future of the children. She reviewed statistics and answered questions about programs such as College Credit Now, foreign language instruction in the early grades, and the Engineering & Aerospace Sciences Academy (EASA) and Media Arts & Communications Academy (MACA) campuses.

RIAC - Gordon Cook presented the 2008 Annual Report of the Road Improvement Advisory Committee (see Exhibit A). Leslie stated that the committee will be doing some goal-setting at its February meeting and one possible goal is community outreach to educate and inform citizens about the county's road system and funding. John K suggested that each person who calls to make comments about the roads, either positive or negative, be invited to receive an agenda for the next RIAC meeting. Laura said that she would have Information Systems develop a place on the county's website to post RIAC agendas, minutes, and other information.

Legislature - Tim Loewen distributed copies of a handout and requested permission to testify at the legislature, as opportunities arise, on behalf of state agencies that provide funding to the county. Leslie said that she wouldn't be comfortable having Tim say that he's representing the Board if she hasn't read the bill in question, but she would be comfortable if he were representing the position of his association. Mary asked him to come back to the Board if there are any issues that are delicate enough to need specific direction.

MINUTES

INFORMAL SESSION

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February 2, 2009

2:00 p.m.

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* Contracts - See agenda for details.

* Refunds - Authorize a \$1749 refund from the Planning Department to David Pratt, trustee of Cecil A. Gross.

Natural Gas Pipeline - The Board discussed the format for the public hearing to be held the following evening.

Road Vacation - John G stated that a vacation was done in 2006 for Logger Lane and permanent easements were reserved at that time for utilities. He said that the owner of the property now wants to extinguish those easements because they are clouding the development of a subdivision. He stated that his suggestion to the owner was to file an application for an amended vacation order and pay for the costs of public hearing, which would allow the cities to have an opportunity to object, and then the decision would be made by the Board.

Visitor's Guide - The Board agreed not to advertise in the 2009 Visitor's Guide published by The Sheridan Sun.

Committees - The Board acknowledged the resignation of Robert Smiley from the Planning Commission, retroactive to January 30, 2009.

* Approve the reappointment of Gerry Koschal to the Solid Waste Advisory Committee for a three-year term to expire March 18, 2012.

The meeting adjourned at 3:54 p.m.

Anne Britt
Secretary

**YAMHILL COUNTY
ROAD IMPROVEMENT ADVISORY COMMITTEE
2008 ANNUAL REPORT**

This report summarizes the year 2008 activities of the Yamhill County Road Improvement Advisory Committee (YCRIAC).

YCRIAC Purpose

The YCRIAC was created in 1976 for the purpose of holding meetings as necessary to develop a master plan for the construction, maintenance and improvement of County roads, considering traffic patterns and anticipated resources, to review accident rates on each of the County roads, to hear complaints about County roads and identify road deficiencies throughout the County, to consider petitions affecting any County road, and to study the existing location, condition, and use of the County roads.

The Committee is to recommend to the Board of County Commissioners:

- a priority for correcting road deficiencies identified by the Committee
- criteria to be used in prioritizing road improvement projects
- division of effort between paving new roads and maintaining the existing roads, and
- other such advice as the Board may request.

The Committee makes its recommendation for priority for correcting road deficiencies by submitting a priority list for projects by December 31 of each year, for improvement projects to be scheduled in the next fiscal year.

Membership

Membership on the YCRIAC is intended to provide representation from all parts of Yamhill County. Following is the membership for 2008:

- | | |
|-----------------------------|-----------------------------------|
| • Gordon Cook, Chair | NE Yamhill County - Newberg area |
| • Dennis Rogers, Vice Chair | SW Yamhill County - Sheridan area |
| • Jay B. Dick | SE Yamhill County - Amity area |
| • Tamara Garvey | NW Yamhill County - Yamhill area |
| • Clint Giberson | NW Yamhill County - Yamhill area |
| • Rocky Losli | NW Yamhill County - Yamhill area |
| • Tony Roos | NE Yamhill County - Newberg area |
| • Ron Wellborn | Sheriff's Office representative |
| • Michal Wert | NE Yamhill County - Newberg area |

2008 Accomplishments

- Developed RIAC goals for 2008.
- Reviewed and reaffirmed RIAC purpose statement.

Yamhill County Road Improvement Advisory Committee
2008 Annual Report

Exhibit A 1/3

- Reviewed and recommended the Capital Improvement Project list for fiscal year 2008-09 to the Board of Commissioners.
- Recommended denial of John Ingram's request for Yamhill County to take over roads from the Starlite Home Owners Association in Amity.
- Developed prioritized project list for consideration if new funding were identified.
- Requested County Commissioners to conduct a poll regarding what homeowners would be willing to pay for road improvements.
- Considered developing a three-year project list to identify ditching/drainage work to be done a year prior to paving projects.
- Reviewed road classification systems from Washington County and Federal Highway Administration (FHWA) to consider modifications to Yamhill County system relative to classification-based priority matrix for road improvement.
- Contacted the Oregon Department of Transportation (ODOT) and the Association of Oregon Counties (AOC) for assistance on traffic counts and updating road functional classifications.
- Recommended that accurate traffic counts be obtained to reevaluate road classifications.
- Prepared a request for the Department of Land Conservation & Development (DLCD) to assess the County Transportation System Plan (TSP) to help guide a future update.
- Submitted a preapplication for a DLCD grant to update the Yamhill County TSP. This will address road classifications, standards and other policy issues.
- *• County Commissioners adopted the road maintenance prioritization policy developed and recommended by RIAC.
- Reviewed Washington County gravel road prioritization for maintenance and improvements, and criteria for hard surfacing gravel roads.
- Reviewed dust abatement management in Yamhill County compared to other counties.
- JB Dick is serving on the new Public Works Department Ethics and Safety Resource Committee

Informational Items

- Regular updates on Quarry Road near Newberg.
- Regular updates on Stiller Mills Road public hearing and issues resolution.
- Report on Mill Creek issues – no culvert, adjacent property grading problems.
- Regular updates on the Ayers Creek Bridge.
- Staff explained process and staff procedures for handling citizen complaints and concerns received by the Public Works office.
- Regular updates on road shoulder spraying and issues with the Yamhill County Soil and Water Conservation District (SWCD).
- Report on North Valley Road at Terrace Drive drainage project – issues, County response, lessons learned.
- Regular updates on Yamhill County bridges.
- Welcomed John Phelan as new County Roads Director.
- Regular updates on progress on the 2008 projects list.

- A weekly manager's report was started and circulated to RIAC members and the Board of Commissioners.
- Regular updates on equipment/needs.
- Regular updates on workers compensation employees back-to-work program.

Citizen Appearances/Letters

The following citizens appeared before the RIAC to discuss County road issues or to express interest in RIAC.

- John Cheslock observed a meeting to consider RIAC membership.
- William Draper, Diane Ochs and Ron Rankin, property owners on Stillers Mill Road, spoke on increases in traffic of heavy trailer trucks and vehicles due to Ayres Creek bridge limitations. A town hall meeting was scheduled by the County to discuss the issues and possible solutions.
- David and Linda McKeel requested that Loop Road be considered for paving.

Presentations

- Aaron Geisler, past Public Works Director for Polk County, discussed the Polk County road bond measure.
- Ron Welborn, Sheriff's Office, reported on a brief traffic count study he conducted on Sunnycrest Road/Fox Farm Road as compared to Highway 99W from Newberg to Dundee. Half the traffic counted used Sunnycrest Road.
- Bill Gille presented information on miles of pavement by condition by classification of Yamhill County's paved roads.
- Commissioner Lewis reported on the Governor's Task Force study on the potential loss of federal forest payments, and on potential transportation/funding issues to be addressed by the 2009 Oregon Legislature.
- Greg Clemmons, Operations Engineer with Washington County, and Bill Eyers, Chair of the Washington County Rural Road Operations and Maintenance Advisory Committee (RROMAC), gave a presentation on Washington County's approach to paved and gravel road maintenance and improvement prioritization. Presentation materials included dust abatement information.
- Edgar Peteros gave a presentation on the Yamhill County Pavement Management System and reviewed roads selected for treatment next season.
- Edgar Peteros gave a presentation on Yamhill County gravel roads and a proposed gravel surface rating system.