

INFORMAL WORK SESSION MINUTES

August 28, 2018 1:30 p.m.

BOC Conf. Room, 434 NE Evans St.

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

Staff: Ken Huffer, Christian Boenisch, Derrick Wharff, Ken Friday, Tim Svenson, Emily Williams, Carrie Martin and Cynthia Thompson.

Guests: Nicole Montesano, News Register.

Commissioner Starrett called the meeting to order at 1:30 p.m.

A. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 1:30 p.m.

1. Work Session – None.

B. DEPARTMENT UPDATES:

1. Planning Department – Ken Friday

Mr. Friday noted permit activity level this year to date is high and code enforcement activity remains brisk. He stated another local community has made an inquiry regarding a building inspection contract with Yamhill County. He stressed that he is not soliciting but he will follow up on any inquiries he receives. Mr. Friday reviewed upcoming Planning Commission hearings.

2. Assessor's Office – Derrick Wharff

Mr. Wharff reports the Comcast appeal is complete and back tax bills have been paid. The turnover of fund distribution to districts is expected in the last quarter of 2018. Mr. Wharff noted upcoming tax appeals. He noted a 10-30% increase in real market values for 2018 cycle. Mr. Wharff updated the Board on the success the Assessor's Office has had with Pictometry and shared a visual presentation.

C. PRELIMINARY CONSENT AGENDA:

Consensus of the Board was to forward preliminary consent agenda items C1-C7 to the consent agenda for formal session on Thursday.

Minutes

1. Approval of the following minutes:

- a. June 5, 2018, Informal Session;
- b. June 7, 2018, Formal Session;
- c. June 12, 2018, Informal Session;
- d. June 21, 2018, Formal Session and;
- e. July 10, 2018, Informal Session.

Contracts/Grants

2. Approval of a real estate purchase and sale agreement and all improvements thereon, if any, of (the "Property") 717 N. Adams, Lafayette between Yamhill County and the Yamhill County Affordable Housing Corporation for the sale of the Property, in the amount of \$1,777.04.

3. Approval to submit an application to Firehouse Subs Public Safety Foundation for a grant in the amount of \$25,000 to provide partial funding to the Sheriff's Office for the purchase of the Unmanned Aerial Systems Program (UASP). FSPSF requires a cash and in-kind match of 50% (\$31,681) towards the total project amount of \$63,362. Application due August 30, 2018.

Sheriff Svenson outlined the grant project and the drone capability to be utilized in traffic accident/crime scene reconstruction and search and rescue operations. He noted the statutes governing the use of drone technology.

4. Approval to submit an application for the DART Drones Public Safety Grant for \$4,350 to support the Sheriff's Office funding of pilot training and certification requirements for the Unmanned Aerial Systems Program (UASP). Application to be submitted on August 31, 2018.

Sheriff Svenson noted the drone and software is required to be registered with the state. Ms. Martin noted there is no match requirement on either grants listed in items 3 and 4.

5. Approval of the ODOT grant agreement #35856 between Yamhill County Transit Area (YCTA) and the Oregon Department of Transportation (ODOT) for the purchase of two wheelchair accessible mini-vans for the total of \$267,770 with a match of local funds in the amount of \$27,500.

Ms. Thompson outlined the grant requirements for replacing vehicles identified in the grant applications for items 5 and 6.

6. Approval of the ODOT grant agreement #32845 between Yamhill County Transit Area (YCTA) and the Oregon Department of Transportation (ODOT) for the purchase of four medium duty transit buses for the total of \$390,000 with a match of local funds in the amount of \$58,000.

Surplus

7. Approval to declare eight buses as surplus and authorize Public Works to sell at auction.

D. NON-CONSENT AGENDA ITEMS OTHER TOPICS FOR DISCUSSION: (Add to consent agenda or leave off):

E. EXECUTIVE SESSION: None.

F. COMMISSIONER UPDATES/ANNOUNCEMENTS: None.

Following commissioner updates the meeting adjourned at 2:44 p.m.

Carolina Rook

Secretary