

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

In the Matter of Adoption of a Revised )  
Policy for Cooperative Road Improvement ) BOARD ORDER 15-186  
Projects (CRIP); Effective Immediately )

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY, OREGON (“the Board”) sat for the transaction of county business in formal session on June 18, 2015 Commissioners Allen Springer, Mary Starrett and Stan Primozych being present.

THE BOARD MAKES THE FOLLOWING FINDINGS:

- A. In August, 2000, the Board adopted Board Order 00-636, establishing the county’s policy for Cooperative Road Improvement Projects (the “CRIP” program). The program was intended to facilitate the improvement of county roads by private parties, under circumstances in which the roads were low priorities for improvement by the county.
- B. The county’s Road Improvement Advisory Committee (RIAC) has recommended a new CRIP program intended to result in the paving of existing gravel roads by private parties, and to replace the underutilized CRIP program established in 2000.
- C. The Public Works Director, in consultation with RIAC, annually prioritizes gravel roads for major improvement. The resulting recommendations are then presented to the Board of Commissioners for approval. The focus of RIAC and the Director is to pave higher classification gravel roads, including arterials and collectors, or those with significant maintenance issues. As a result, many lower classification roads are unlikely to be paved for many years, if ever.
- D. In the experience of the county, paved roads are less expensive to maintain, and more desirable to travel than gravel roads.
- E. There is public interest in establishing a program that will facilitate the paving of gravel county roads. It is in the public interest for the county to facilitate the paving of county roads by private parties by providing a mechanism for consideration of private road improvement requests and to otherwise assist private parties in their efforts to pave county roads and road segments that are of low priority for paving by the county.

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NOW, THEREFORE,

IT IS HEREBY ORDERED BY THE BOARD AS FOLLOWS:

1. Board Order 00-636 is hereby rescinded. The Cooperative Road Improvement Project "CRIP" program shall be governed by the provisions of this Board Order.
2. A private party or parties may file an application with the Public Works Director for improvement of a county road under the CRIP program, on forms made available for that purpose by the Director. As used in this Board Order, "applicant" is a reference to an applicant or applicants.
3. Applications made under the CRIP program will be processed in the order they are received. All applications will be evaluated considering:
  - (a) The ability of the county to upgrade the gravel road or road segment to the standard necessary to accept a paved surface, considering available staff and financial resources;
  - (b) Traffic volumes on the road in question and on adjoining roads;
  - (c) The classification of the road;
  - (d) The classification and surface condition of roads adjoining the road or road segment proposed for improvement;
  - (e) The extent to which the project is expected to improve the efficiency of maintaining the road or road segment, considering the current cost to maintain the road;
  - (f) The overall benefit to the county road system of paving and otherwise improving the road or road segment; and
  - (g) Public support for the proposed road improvements.

If several applications are received in a calendar year, the Director will prioritize them according to the considerations listed in this section.

4. By applying for road improvement under the CRIP program, the applicant agrees to hire and pay a contractor to pave a county road or road segment, the base of which has been improved to county standards by the Public Works Department. Prior to improvement of the road base by the Public Works Department, the applicant must demonstrate, to the satisfaction of the Public Works Director, that the applicant is capable of paying the contractor. Satisfactory proof may include, but is not limited to: a bond covering the cost of the improvements; proof that the funds necessary for the improvements have been deposited into an escrow account with appropriate instructions; or proof that the contractor has been paid in advance.

5. A contractor hired by the applicant to pave a road or road segment must be listed on the State of Oregon, Department of Transportation list of contractors prequalified for asphalt concrete paving.

6. At a minimum, pavement applied to a county road under the CRIP program shall be 20 feet wide and three inches thick. The asphalt mix and its application by the contractor must meet ODOT Standard Specifications (see Section 00745). In consultation with the applicant, the Director may require or allow a wider paved surface or thicker application of asphalt. Any proposal to apply less than the minimums specified in this section must be approved by the Board of Commissioners.

7. The applicant must arrange for its own paving contractor. Any road accepted for improvement under this program will be graded and improved according to Public Works Department schedules, considering staff availability, financial resources, and general work load. The contractor selected by the applicant must accept the road base and grade as completed by the county, and must pave the road to the specifications in this Board Order and consistently with the most recent version of the Oregon Standard Specifications for Construction – Oregon Department of Transportation.

8. Prior to commencement of paving, the paving contractor must provide proof of insurance coverage acceptable to the Office of County Counsel, and proof that the county has been named as an “additional insured” to indemnify and defend the county against any and all claims that may arise as a result of the contractor’s work in the public right-of-way.

9. The Director or the Director’s designee will conduct random inspections of the paving project in an effort to ensure that the work meets county specifications and that county standards are met. Paving the road in accordance with applicable standards is the sole responsibility of the applicant and its contractor. It is also the sole responsibility of the applicant and its contractor to provide flagging and traffic control for the paving project in compliance with applicable standards.

10. The Director or the Director’s designee will inspect the road or road segment following completion of paving. If deficiencies are identified such that the road or road segment is not acceptable, the applicant and the applicant’s contractor shall be notified and directed to make specified corrections. If no deficiencies are noted the Director shall so notify the applicant and/or the applicant’s contractor.

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11. Upon completion and acceptance by the county of the resurfacing project, the county will be responsible for the long-term maintenance of the road.

DONE at McMinnville, Oregon on June 18, 2015.

ATTEST

YAMHILL COUNTY BOARD OF COMMISSIONERS

BRIAN VAN BERGEN  
County Clerk

Allen Springer  
Chair  
ALLEN SPRINGER

By: [Signature]  
Deputy LUCY FLORES MENDEZ  
Vice-Chair

[Signature]  
MARY STARRETT

FORM APPROVED BY:

[Signature]  
TIMOTHY S. SADLO  
Senior Assistant County Counsel

[Signature]  
Commissioner  
STAN PRIMOLICH



Accepted by Yamhill County  
Board of Commissioners on  
6-18-15 by Board Order  
# 15-186



**Process:**

1. Submit complete application to Yamhill County Public Works Department, 2060 Lafayette Avenue, McMinnville, OR 97128.
2. The Road Improvement Advisory Committee (RIAC) will review the application and make a recommendation, considering the following criteria:
  - The ability of the County to upgrade the gravel road to the standard necessary to accept a paved surface, considering staff and financial resources.
  - Traffic volumes on the existing and adjoining roads.
  - Road classification.
  - Classification and surface condition of roads adjoining the road proposed for development.
  - The effect the project will likely have on improvement of maintenance efficiency of the road, considering the current cost to maintain the road.
  - Benefit to the overall County road system.
  - Public interest in moving this road improvement higher in priority.
3. The Public Works Director will consider the RIAC recommendation and approve or disapprove the application.
4. Any decision of the Public Works Director can be appealed to the County Board of Commissioners.

All requests will be considered on a first-come/first-served basis. In the event that several acceptable projects are received in a calendar year, they will be evaluated and prioritized according to the listed criteria. Any road accepted for improvement under this program will be graded and improved according to Public Works Department schedules, considering staff and financial resources and general work load. The contractor must accept the road base and grade as completed by the County, and must pave the road to standard specifications.

The County reserves the right to refuse any or all requests.

I agree to be responsible for direct costs to provide an asphalt surface to required specifications on the road segment defined in this application.	
Printed Name	Title
Signature	Date

Received by Yamhill County Department of Public Works	
By	Date