

**YAMHILL COUNTY  
ROAD IMPROVEMENT ADVISORY COMMITTEE**

MINUTES

Thursday, January 9, 2025

PUBLIC WORKS CONFERENCE ROOM

6:00 p.m.

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<u>MEMBERS PRESENT</u>	<u>MEMBERS ABSENT</u>	<u>STAFF PRESENT</u>
Ryan Webb, Chair Adam Zabinski, Vice Chair Michal Wert Tony Roos Chip Mayes Bruce Hubbard Jeff Brown		Mark Lago, Director Michelle Hubbard, Recording Secretary Greg Haffner, Engineering Manager Brian Young, Emergency Management Austin Bennett, GFU Intern

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**Opening of Regular Meeting**

The meeting was called to order at 6:00 p.m. by Ryan Webb.

**Roll Call**

Members were present as noted above.

**Approval of Minutes**

Minutes for December 12, 2024, were accepted as circulated.

**Sheriff's Report**

Brian Young presented current crash data.

- Smaller list this month.
- Tony pointed out that Springhill at Flett Rd and Flett Rd at Hwy 47 have been popping up more often. The committee would like to see if there is a trend in this area to cause concern.

**Commissioner's Report**

- None

**Director's Report**

- Kira McClure has been promoted to Fleet Manager.
- A new Fleet Supervisor position has been created at a Range 19 and posted internally with a closing date of January 17<sup>th</sup>. Interviews will commence shortly after.
- A Mechanic Assistant has been hired to help with back log of maintenance.
- The shop is starting to transition to digital work orders from handwritten.
- Budget forecasting has started this week for FY26. Beginning balances have been dwindling and will have an affect on our Capital Improvement Projects moving forward.
- Mark will be requesting a Speed Zone Reduction through ODOT on North Valley Rd to 45mph due to some vertical and horizontal curves. Bruce asked if speed detection signs could be put up to help with awareness; Mark agreed.
- The Roads crew did several culvert upgrades throughout the county this summer, which has prevented a significant amount of flooding in some problem areas this winter already. Michal suggested that staff put together an advertisement for the News Register about the culvert work that has been done.
- Continuing to try to recruit members for the two open positions on RIAC.

- Michal informed the group of the joint position between Public Works and the Soil and Water Conservation District, is out for an Invasive and Native Plant Specialist, closing the end of January with a goal of hiring someone in February.

### **New Business**

- Michelle has taken on updating the Right-of-Way Access Permit, making it more user friendly for applicants. Tony suggested adding a restriction on traffic closures, if needed and Greg added that traffic plans should be required also. Michal suggested that a restoration plan be required and that Nick Wilkinson, PW Vegetation Management Supervisor, be added to the inspection and approval process.
- Greg Haffner presented a recap of completed projects in FY25 and Capital Improvement Project plans for FY26.

### **Next Month Proposed Agenda**

- RIAC Annual Report
- Soil & Water Conservation Dist./Public Works joint position update
- Gravel road maintenance and paving criteria; CRIP Program
- Criteria and methodology to turn county roads over to local authority.

### **Adjournment**

Meeting was adjourned at 7:41 p.m. on a motion by Michal Wert, seconded by Tony Roos, carried. The next regular meeting is scheduled for 6:00 p.m. on Thursday February 13, 2025, in the Public Works Building.