

**INFORMAL WORK SESSION MINUTES**  
**May 28, 2019 1:00 p.m.**

**Room 32, Courthouse**  
**535 NE Fifth St.**

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**Present:** Commissioners Richard L. "Rick" Olson, Mary Starrett and Casey Kulla

**Staff:** Ken Huffer, Christian Boenisch, Todd Sadlo, Justin Hogue, Emily Williams, Sheriff Tim Svenson, Captain Chris Ray and Lindsay Manfrin

**Guests:** Nicole Montesano, News Register and others as listed on the sign-in sheet

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Commissioner Olson called the meeting to order at 1:00 p.m.

**A. CALENDAR SESSION:** This time is reserved for the review of the commissioner's joint schedule (if needed).

The Commissioners reviewed the joint schedule through June 14, 2019. No other county business was discussed.

**B. 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 1:00 p.m.

1. Work Session –

a. Review/discussion of dog control – Sheriff Tim Svenson

Sheriff Svenson reviewed the dog control issue. Discussions continue with Homeward Bound to expand their role. He stated the dog control staff has decreased to a .3 FTE for a record clerk and a captain. Licensing revenue continues to decrease; seventy five percent of it is going out to different municipalities to house and maintain their own dog control. He outlined giving full responsibility of each city's dog control to the cities where they would maintain its own licensing but keeping the revenue. The Helion licensing software and kennel costs may fall under the endowment restrictions allowing Homeward Bound to overtake licensing services from the county. The continuity of dog bites, quarantine, etc. would remain with Public Health. The funding that currently goes to the different municipalities is strictly for enforcement, not for administration costs. Sheriff Svenson will continue to work with Homeward Bound.

b. End of work session

**C. INFORMAL SESSION:** This time is reserved for briefings, receipt of reports, consultation among commissioners and staff, reports from commissioners on recent actions in the areas of their responsibilities, and other personnel and administrative decisions as appropriate.

1. Department Updates

a. Parks– Jarod Logsdon

Mr. Logsdon presented the Board with the Parks department update. The work crew will be attending several community functions to assist with cleanup and community service projects and now includes a female work crew program. Revenue goes to the work crew program operations, not to inmate restitution. He noted the Deer Creek signage committee is working on interpretive signage and highlighted upcoming community events in county parks. Tangleboxing will begin June 15<sup>th</sup>.

2. Thursday Formal Session Agenda Review

a. Consent Agenda Review (keep or move to non-consent) – None.

b. Non-consent Agenda Review (add to consent or leave off) –

The consensus of the Board was to move items D1, D5, D6, D7 and D9 to Thursday’s consent agenda. Items D2, D3, D4 and D10 will remain on non-consent. Item D8 was removed.

3. Executive Session: None.

4. Commissioner Updates/Announcements/Discussion:

a. County participation in car camping discussion (Commissioner Kulla)

Remy Drabkin, city councilor for City of McMinnville and Heather Hunter, Champion Team, discussed the car park program. Ms. Drabkin outlined the program which provides private property space (1-3 parking spaces) monitored by a city program such as Champion Team. There was discussion regarding the use of foreclosed properties, monitoring and liability risks. The consensus of the Board was for county counsel and staff to review liabilities of the site program on county property. Mr. Huffer noted the scope and scale of the project should be outlined to mitigate unnecessary research.

Following commissioner updates the meeting adjourned at 2:57 p.m.

Carolina Rook

Secretary

Accepted by Yamhill County  
Board of Commissioners on  
9/19/19 by Board Order  
# 19-348

*Handwritten mark*