

INFORMAL MINUTES

February 6, 2006

2:00 p.m.

Room 108, Courthouse

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

Staff: John M. Gray, Jr., John Krawczyk, Jack Crabtree, Bill Gille, Susan Mundy, and Russ Heath.

Guests: David Bates, News-Register; Cassie Sollars, candidate for Commissioner; Walt Gowell and Steven Weaver, City of Carlton; Terry Lucich and Larry Pekkola, Jr., Carlton Fire Department; and Aron Perez-Selsky, Linfield intern.

* indicates item forwarded to formal agenda

Leslie called the meeting to order.

* Contracts - See agenda for details.

John K suggested that department heads be reminded that contracts under \$5000 do not need approval by the Board if they are covered by the budget. The issue will be discussed at the next Management Roundtable meeting.

* Vehicles - Authorize the purchase of six vehicles for the Public Works road crew as listed in a memo from Russ Heath dated February 2, 2006, and declare five vehicles as surplus county property to be sold on eBay or other public auction to the highest bidder.

* Authorize the purchase of a new John Deere 5525 4x4 tractor with a 75" Tiger Industries roadside flail mower from Western Power and Equipment, \$62,822, and declare unit 93-164 as surplus county property to be sold on eBay or other public auction to the highest bidder.

YCOM - Leslie stated that the YCOM Policy Board has proposed an amendment to the ORS 190 agreement and needs the commissioners' approval or disapproval before their meeting tomorrow night. Jack read the proposed language and reviewed the concept of a five-member executive board, which would perform more of the day-to-day decision making and report back to the full board. Leslie explained that the goal is to streamline what the Policy Board does and the executive board would have no power to change policy. She added that the long-term goal is still to move toward consolidation.

Carlton Fire District - Walt Gowell reviewed a handout of questions and answers regarding the proposal for a new Carlton Fire District and general obligation bond for a new Fire Hall (see attachment). He stated that the new district is necessary to provide the increased revenue needed to operate a larger facility. He noted that the Carlton Pool Levy will be expiring next year.

John G explained that the Board can choose to have the proposal go through the initiative process, but it wouldn't be able to get on the ballot until May 2008. He said that if the Board

decides to initiate the process, it would take about three months before the proposal could get on the ballot. He suggested holding a preliminary public hearing to gauge public interest. The Board agreed to hold a public hearing at the Carlton Fire Hall at 7:00 p.m. on March 7, 2006.

Cove Orchard - A meeting of the Cove Orchard Sewer Service District was scheduled for 10:00 a.m. on February 8, 2006.

The meeting recessed at 3:38 p.m. and reconvened at 3:46 p.m.

Budget - John K reviewed the budget instructions to be presented to department heads on Friday. He stated that Mike Brandt had offered to include a surcharge on some of his Planning fees to help cover expenses for John G's time and had also suggested that Planning be treated as a non-general fund department so that administrative charges would be assessed. John K suggested that the Board collect the surcharge in 2006-07 and see how much revenue is generated before building it into the 2007-08 budget.

* Approve a list of budget reductions necessary to re-balance the 2005-06 county budget. John K will revise the list to reflect a \$21,000 transfer from Community Corrections to the General Fund.

* Approve the transfer of appropriation authority for the Assessor's Office Supervising Appraiser position:

From	010-012-401.49	\$57,052
To	010-012-401.03	\$57,052

* Personnel - John K presented personnel requests from various departments. See agenda for details.

* Approve a policy to end medical benefits for terminated employees on the last day of the month of termination, effective April 1, 2006.

Letter of Support - The Board agreed to send a letter of support for the City of Salem's Airport Improvement Project grant application.

Emergency Management - Leslie reported that a surprise communications test for the Emergency Management Red Team resulted in a 50% call-back rate, which is very good.

Committees - The Board acknowledged the resignation of Salvador Peralta II from the Parks Board.

* Reappoint Jane Beals to the Safety Advisory Committee for a three-year term to expire March 18, 2009.

* Delegation of Authority - Authorize Sarah Jane Owens to represent Yamhill County in conducting HHS criminal record checks.

* Surplus Property - Declare a list of computer equipment from the Planning Department as surplus county property to be sold at a future sale.

Mihm Request - Leslie stated that the Mihms do not actually have 100% ownership of the surrounding property and without the consent of all neighbors, the fee for a road vacation is much higher. Leslie will write a letter to Mr. Mihm explaining that because many of the county's departments are fee-based, the Board will not waive fees for hardship cases.

The meeting recessed to executive session at 4:36 p.m. pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions. The meeting reconvened at 4:45 p.m. with no decisions made and the sense of the Board conveyed to John G.

Bypass - Leslie gave a report on the Project Oversight Committee meeting for the Newberg-Dundee Bypass, stating that involvement of the private sector has made substantial changes in the project's timelines. She stated that the project could be to financial close within the next two years.

Department Head Contracts - John G stated that Mike Brandt is fine with the proposed contract form. John K added that it is acceptable to him as well. John G will verify that the remaining eligible department heads are not interested and he will write up the contracts for approval next week.

The meeting adjourned at 5:03 p.m.

Anne Britt
Secretary