

INFORMAL MINUTES

December 4, 2006

2:00 p.m.

Oval Office

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

Staff: John M. Gray, Jr., John Krawczyk, Steve Mikami, Laura Tschabold, Bill Gille, Ken Friday, and Martin Chroust-Masin.

Guests: David Bates, News-Register.

* indicates item forwarded to formal agenda

Leslie called the meeting to order.

* Personnel - Steve Mikami presented personnel requests from various departments. See agenda for details.

Defibrillators - Mary stated that the City of McMinnville is interested in acquiring Automated External Defibrillators (AEDs) and the county might consider looking into this at the same time. She agreed to talk to Jay Lilly about the usefulness of having some units for the county. John K stated that training would be necessary in order to reduce liability risks.

Mihm Letter - The Board discussed a letter from David Mihm requesting the return of materials from last week's vacation hearing, a refund of permit application fees for doing work in the right-of-way, and a copy of the audio recording and minutes from the hearing. John G will inform Mr. Mihm that his materials are part of the record and will be returned after sixty days. Leslie stated that the permit application had only recently been submitted to Public Works and had not been approved yet. John G will check with Bill Gille to see if he has any objection to refunding the application fee.

* Policy - Adopt a policy delegating authority to department heads to approve refunds up to \$500.

Board Representative - The Board discussed a letter from Northwest Senior & Disability Services (NWSDS) regarding Board representatives. The consensus was for Kathy to continue representing the Board on the NWSDS Board of Directors and for Leslie to continue sitting on the NWSDS Budget Committee.

Jail Tour - The Board tentatively scheduled its Jail Tour for 3:00 p.m. on December 6, 2006.

* Minutes - See agenda for formal minutes to be adopted.

B. O. 06-969 - Mary moved approval of informal work session minutes from November 6, 2006. The motion passed, Leslie, Kathy, and Mary voting aye.

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2:00 p.m.

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Measure 37 Deposits - Mary stated that Jan Coleman was upset that the Board didn't talk with her about the issue of collecting deposits for Measure 37 recording costs before approving it last week. She said that she had responded to Jan via email about the importance of implementing the new requirement right away to cover the recording costs and to explain that it will be some time before any of this week's new claims are ready to be recorded. She stated that the Planning Department estimates that about 140 new claims have been submitted in the past week.

* Contracts - See agenda for details.

* Bill presented the bids for the final three bridges on the OTIA project and stated that the low bidder, Concrete Enterprises, Inc., is the same contractor used for the Meadow Lake Road Bridge project.

John K stated that loose gravel on the county's portion of Hill Road is a hazard for bicyclists. He suggested that Bill send some Bike Funds to the City of McMinnville to clear off the gravel with its street sweeper.

* John G presented the bids for the courthouse janitorial contract and stated that the low bidder, ABM Janitorial Services, is already the contractor for other county buildings and should provided a greater sense of satisfaction to employees in the courthouse.

* Fire District - Adopt the final order approving the formation of the new Carlton Fire District, establishing a permanent tax rate, naming the newly-elected directors, and noting the results of companion elections. John G noted that there will also be an intergovernmental agreement between the City of Carlton, the former fire district, and the new fire district to transfer assets to the new district.

* Land Use - Martin Chroust-Masin briefed the Board on Planning Docket C-04-06, a request for conditional use approval for weddings and other gatherings up to 150 people, applicant Parimita Mohanty.

* Ken Friday briefed the Board on FD-15-06, an appeal of the Planning Director's approval for a farm help dwelling, applicant Nicolette Nickolaou, appellants Sam & Millie Eastman. Leslie and Kathy agreed to take a site visit with Ken immediately following this meeting.

The meeting adjourned at 2:45 p.m.

Anne Britt
Secretary