

INFORMAL WORK SESSION MINUTES
January 22, 2019 1:30 p.m.

Room 32, Courthouse
535 NE Fifth St.

Present: Commissioners Richard L. “Rick” Olson, Mary Starrett and Casey Kulla

Staff: Ken Huffer, Christian Boenisch, Justin Hogue, Gary Wertz, Jessica Beach and Mikalie Frei

Guests: Nicole Montesano, News Register; and Dave Adams – KLYC.

Commissioner Olson called the meeting to order at 1:30 p.m.

A. 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 1:30 p.m.

1. Work Session – None.

B. DEPARTMENT UPDATES:

1. Treasurer – Mike Green

Mr. Green presented an update of total investment earnings for 2018 (Exhibit A). He noted openings on the Investment Committee; three candidates have applied. Mr. Green’s recommendation to the Board was to increase the committee membership from five to seven and if approved, all three candidates are recommended to join the committee.

2. Fairgrounds – Gary Wertz

Mr. Wertz recapped a successful fair in 2018 and anticipates similar results in 2019. He noted the Delashmutt Arena is taking bookings into 2022 such as equine, farm shows, antiques and a goat show (in addition to the Overland Expo). He noted an increase in weekday rentals. The Fair Board is in its first phase of creating a master plan which hasn’t been updated in more than twenty years. He stated that entertainment groups have been booked for the 2019 fair.

C. PRELIMINARY CONSENT AGENDA:

Consensus of the board to forward the preliminary consent agenda items C1 through C3 to the consent agenda for Thursday.

Minutes

1. a. November 29, 2018 - Formal Session

Contracts/Grants

2. Approval of an inter-governmental agreement between Yamhill County and the Department of Corrections (DOC) #5783 to pay the cost of a one-time, 9-month duration DOC Program Analysis of the current DOC information system in the amount of \$2,395, through December 31, 2019.

Committees

3. Approval of the re-appointment of Phillip Griffin to the HAYC Board of Commissioners for a five-year term to expire December 31, 2023.
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D. NON-CONSENT AGENDA ITEMS OTHER TOPICS FOR DISCUSSION: (Add to consent agenda or leave off)

1. Consideration of amending the Yamhill County Investment Policy changing Section 5.c.iii Standards of Care from five to seven voting members and from three citizens to five.

Consensus of the Board to move item D1 to the consent agenda on Thursday.

2. Consideration of approval of the appointment of Kris Bledsoe, Diane Edwards and Jim Schlotfeldt to the Investment Committee for a three-year term through August 6, 2022.

Commissioner Kulla disclosed relation to one of the appointees. Mr. Boenisch stated he saw no reason for Commissioner Kulla to recuse himself or that it creates potential conflict.

Consensus of the Board to move item D2 to the consent agenda on Thursday.

3. Consideration of declaring Tax Lot #R4416DC 00502, located at 1235 NE 14th Street, McMinnville, OR and all improvements thereon (the "Property") to be surplus property and authorizing the execution of a purchase and sale agreement for the sale of the Property to the Yamhill County Mission, an Oregon public benefit corporation, in the amount of \$10,591.31, plus closing costs and fees.

Consensus of the Board to move item D3 to the consent agenda on Thursday.

4. Consideration of declaring the following tax lots: (i) #R6701DB 07600, located at 210 Ash Street, Willamina, OR 97396, (ii) #R4317AD 01400, located at 303 2nd Street, Dayton, OR 97114, (iii) #R4307BA 04500, located at 954 E. 5th Street, Lafayette, OR 97127, (iv) #R4317CC 01028 located, at 1130 Church Street, Dayton, OR 97114 and all improvements located thereon (the "Properties"), to be surplus property and authorizing the execution of purchase and sale agreements for the sale of the Properties to the Yamhill County Affordable Housing Corporation, a public benefit corporation under the Oregon Nonprofit Corporation Act, in the amounts to be negotiated between the parties, plus closing costs and fees.

Consensus of the Board to move item D4 to the consent agenda on Thursday.

5. Discussion on work session scheduling and process.

Mr. Huffer discussed having a work session to schedule work sessions which allows staff to have sufficient time to research items prior to work sessions. Mr. Huffer will schedule a work session and outline an agenda.

6. Discussion and consideration of an Inclusivity Proclamation.

Commissioner Starrett stated that she would like to include language that is inclusive of other community citizens such as the aged, unborn and those in addiction or recovering among others. The direction to staff was to work with Commissioner Kulla to revise the proclamation language before Thursday.

Consensus of the Board to move item D6 to the non-consent agenda on Thursday.

7. Discussion regarding a gate at High Heaven Road.

Mr. Boenisch stated that staff will return on February 5, 2019 with information in regards to the gate access and issuance of keys. Mr. Boenisch assured Commissioner Kulla that he is free to communicate with John Phelan prior to the February 5th meeting.

8. Discussion of the location of Commissioners' meetings.

Commissioner Kulla discussed the option of holding formal Board of Commissioners' meetings at Kent Taylor Civic Hall for the accessibility and comfort of citizens. Commissioner Starrett stated concerns regarding traffic/parking issues with city meeting space. She also noted the component of security, or lack thereof and inconvenience to staff. Commissioner Olson suggested a six-month trial. Mr. Huffer recommended making inquiries with the city regarding cost, network compatibility and availability. Mr. Huffer also noted that room 32 is on the Capitol Improvement Project (CIP) list which has now been paused until a decision is made. There was consensus for staff to make inquiries with the city regarding meetings at the civic hall.

9. Discussion of invocations at Formal Sessions.

Commissioner Kulla addressed invocations; he noted discomfort among some citizens and how time used for invocation could be used for meeting productivity. Commissioner Starrett commented on the county history of invocations. Commissioner Olson noted he would prefer to remove the invocation to lessen discomfort of citizens. Commissioner Kulla suggested having a Board invocation prior to the formal session. Staff will research if the item requires formal action. Commissioner Starrett noted that there are scheduled invocations through February and it was the consensus of the Board to continue through those commitments.

10. Discussion of department director performance evaluation process.

It was clarified that the county administrator handles this process.

11. Discussion of scheduling a presentation by Recology.

Commissioner Kulla addressed diverting unincorporated county garbage from the Riverbend Landfill. He stated that he would like to contact Recology for a presentation regarding other services to reduce garbage bill expenses for the citizens. Commissioner Kulla will research and forward his findings to Mr. Huffer. No action was taken.

E. EXECUTIVE SESSION: None.

F. COMMISSIONER UPDATES/ANNOUNCEMENTS:

Following commissioner updates the meeting adjourned at 3:06 p.m.

Carolina Rook
Secretary