

BOARD ORDERS AND MINUTES
IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON
FOR THE COUNTY OF YAMHILL
SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY (“the Board”) sat for the transaction of county business in formal/informal session on January 13, 2011, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Rick Sanai, County Counsel; Bill Anderson, Public Works; John Krawczyk, Budget Director; Hannah Hoffman, News-Register; and Erin Rainey, 11270 SW River Bend Rd.

Commissioner Stern called the meeting to order.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **AGENDA:**

Contracts/Grants

1. **B. O. 11-14** - Consideration of approval of Amendment #1 to extend the Employment Network Satellite agreement between HHS Abacus and Oregon Department of Human Services for the Ticket to Work program, effective through June 30, 2011.

Ms. George moved approval of item B(1). The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 11-15** - Consideration of accepting the low quote from Professional Minority Group, Inc., for asbestos abatement in the courthouse, \$5670.

Ms. Stern moved approval of item B(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Committees

3. **B. O. 11-16** - Consideration of the reappointment of Nancy Keim to the Classification Committee for a three-year term to expire July 8, 2013.

Ms. Stern moved approval of item B(3). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Roads

4. **B. O. 11-17** - Consideration of authorizing stop signs to be placed at the following locations:
a. Putnam Road at both intersections with Benjamin Road;

b. Parrett Mtn. Road southbound at its intersection with Corral Creek Road.

Bill Anderson distributed photos and traffic counts for each of the locations. He said that one resident on Putnam Road thinks that the stop signs are unnecessary there. Ms. Lewis said that Benjamin Road clearly has about eight times the traffic that Putnam Road does.

Mr. Anderson stated that the traffic counts on Parrett Mountain Road don't really warrant a stop sign, but the poor visibility in both directions does. He said that this request came from the residents and there are no dissenting opinions. He noted that Corral Creek Road is gravel and Parrett Mountain Road is paved, but there is more traffic on Corral Creek Road, and Parrett Mountain Road comes down a hill before ending at Corral Creek Road.

Ms. Lewis moved approval of item B(4). The motion passed, Commissioners Stern, Lewis, and George voting aye.

C. **OLD BUSINESS:** None.

D. **OTHER BUSINESS** (Add-ons and non-consent items):

1. **B. O. 11-18** - Consideration of approval of Amendment #1 to Agreement #11448 between the Juvenile Department and Oregon Youth Authority, reducing the 2009-11 OYA Basic Services allocation from \$194,858 to \$185,836 and the OYA Diversion Services allocation from \$229,611 to \$218,980, retroactive to July 1, 2009, through June 30, 2011.

Ms. Stern moved approval of item D(1), stating that Tim Loewen had been expecting this reduction and had prepared his budget accordingly. The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 11-19** - Consideration of ratifying the extension of provisions of the 2010-13 Teamsters collective bargaining agreement to Teamsters-related non-bargaining employees.

Ms. Stern moved approval of item D(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

3. **B. O. 11-20** - Consideration of a modification of agreement between the Board of Commissioners, the Fair Board, and Jon Allen Calcote, provider, for Fairgrounds Security Attendant services, \$504/month.

Ms. Lewis moved approval of item D(3), explaining that Mr. Calcote's hours have been slightly reduced to stay within the budget. She stated that his rent of \$350/month is taken out his wages and the new agreement still meets the minimum wage requirements. The motion passed, Commissioners Stern, Lewis, and George voting aye.

4. **B. O. 11-21** - Consideration of approval of an agreement between HHS Family & Youth, provider, and McMinnville School District for drug/alcohol evaluations, \$75/evaluation, effective for the 2010-11 school year.

Ms. George moved approval of item D(4). The motion passed, Commissioners Stern, Lewis, and

George voting aye.

5. **B. O. 11-22** - Consideration of approval of an agreement between Yamhill County and Carlson Geotechnical, provider, for geotechnical services related to the Head Start expansion, \$3520 fixed fee and \$2830 estimated additional fee.

Laura Tschabold stated that the county is coordinating this Community Development Block Grant for Head Start and the additional fees will come out of CDBG funds. Ms. Stern moved approval of item D(5). The motion passed, Commissioners Stern, Lewis, and George voting aye.

6. **B. O. 11-23** - Consideration of the reappointment of Greg Copeland to the Yamhill County Foundation for a three-year term to expire December 31, 2013.

Ms. Stern moved approval of item D(6). The motion passed, Commissioners Stern, Lewis, and George voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.

- a. Commission on Children & Families, four full members and three alternate members;
- b. Parks & Recreation Board, one position;
- c. Planning Commission, one position;
- d. Special Transportation Advisory Commission, one position;
- e. Mid-Willamette Valley Area Commission on Transportation (MWACT) , Private Sector position (first posted 10-21-10).

The meeting recessed at 10:19 a.m. and reconvened at 10:28 a.m. in the Oval Office of the Fenton House.

G. **BUDGET DISCUSSIONS** (in the Commissioners' Office) *[No formal action taken.]*

PERS Rates - Ms. Lewis discussed the PERS calculations based on the 2009-10 payroll figures used by John Krawczyk (see Exhibit A). She said that although the Tier 1/Tier 2 rate will increase for 2011-12, the savings from OPSRP rates will result in an overall reduction of about \$143,000 compared to what the county paid last year. She noted that the actual figures will vary based on the 2011-12 payroll figures, but she is satisfied with charging departments a reduced rate of 14.38% and drawing down the PERS reserve fund by about \$144,000.

Beginning Balances - Mr. Krawczyk reported that the county would have about \$240,000 more in discretionary resources than he had originally projected (see Exhibit B). He said that he would put the money in the ending balance for now, and if the commissioners want to draw some out after hearing the budget presentations, he can make those changes. Ms. Lewis agreed, stating that departments sometimes tend to budget cushions, so she would like to see how the budgeting goes before using any of the surplus.

Interfund Loans - Mr. Krawczyk stated that the county needs to change the method by which it accounts for interfund loans, in accordance with direction from the auditor that it cannot run a deficit balance. He said that as a result of the change, Fund 10-39 will show a huge deficit beginning balance

and he will need to budget a “deferred revenue” line somewhere in Fund 10 to compensate. He explained that he chose to put the interfund loans into the general fund because it has the largest pot of cash. He said that the Solid Waste Fund has plenty of cash to cover the loans, but that would lower the fund balance below the level required by DEQ.

He reviewed the county’s outstanding loans and projected payoff dates. Chuck Vesper stated that as the economy turns around and revenue starts to see some growth, the county may be able to pay the loans down more quickly, which could be to its advantage. Mr. Krawczyk said that the interest rate is variable and is adjusted every year. He said that it is currently down around .5%. Ms. Lewis added that the county could eventually sell the YCAP building as well, but now is not a good time to sell.

Treasurer’s Budget - Mr. Krawczyk recommended rolling the Treasurer’s budget into Administrative Services. He said that most of the money has been transferred out of the budget anyway and there is no legal requirement to keep a separate budget for it. Ms. Tschabold added that it can always be created again at a later date. The Board agreed to Mr. Krawczyk’s suggestion. Ms. Tschabold agreed to prepare the Board of Commissioners budget as well.

Mr. Vesper stated that he has some ideas to talk over with Ms. Tschabold about the use of the Treasurer’s Office space. Ms. Lewis stated that she has an idea for it as well. Mr. Krawczyk reminded the group that his office space will also be available after July.

The meeting adjourned at 10:57 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY P. STERN

Commissioner LESLIE LEWIS

Commissioner KATHY GEORGE

ACC UNIT NUMBER	2009-10 ACTI DESCRIPTION	2010-11 BUDGE	2010-11 YTD	PROJECTED 2010-11	BUDGET 2011-12
10 2 301.01	489,801 BB	494,200	-	540,000	613,000
10 2 311.01	15,421,643 CURRENT TAXES	15,723,000	14,403,472	16,144,000	16,401,000
10 2 311.02	639,360 PRIOR YR TAXES	500,000	543,349	650,000	525,000
10 2 332.01	425,000 O&C FUNDS	285,000	-	285,000	150,000
10 2 332.05	20,075 IN LIEU OF TAXES	8,000	-	19,000	19,000
10 2 335.01	23,570 AMUSEMENT TAX	20,000	146	23,000	23,000
10 2 335.02	96,834 CIGARETTE TAX	100,000	44,421	95,000	90,000
10 2 335.03	373,938 LIQUOR TAX	367,000	140,565	375,000	360,000
10 2 361.01	85,245 POOL INTEREST	60,000	4,866	40,000	40,000
10 2 362.99	8,743 CO INT LOAN INTEREST	-	-	-	6,500
10 2 390.06	78,000 TRANSFER FROM SOLID	78,800	-	78,000	78,800
	17,662,210 TOTAL REVENUE	17,636,000	15,136,819	18,249,000	18,326,300
	Initial Projection				18,079,641
	Gain (Loss)				246,659
	TOTAL EXPENDITURES	-	-	-	-
10 39 301.01	Discretionary Resources	458,664	458,664	458,664	466,943
10 39 330.01	36,950 BEGINNING BALANCE	-	194,613	194,613	204,000
10 39 331.17	(331.16) GHS8	(1,241,579)	(1,241,579)	(1,241,579)	(1,133,584)
10 39 334.08	70,253 NEWBERG BY PASS	75,000	15,115	75,000	75,000
10 39 362.99	60,045 HOMELAND SECURITY	250,000	43	-	-
10 39 362.04	8,743 COMMUNITY DEV BLOCK	-	11,892	-	6,500
10 39 362.06	54,521 CO INT LOAN INTEREST	57,300	30,970	57,300	57,300
10 39 362.39	28 CONCESSIONS	-	9	-	-
10 39 362.99	26,296 INTER-DEPT POSTAGE	5,000	10,247	24,500	25,000
10 39 380.22	3,020 MISC	1,000	14,337	-	-
	2,223 INT POSTAGE MACHINE	24,130	2,351	5,600	5,600
	INT PRINCIPAL PAYMENT	-	79,283	-	79,284
	TOTAL REVENUE	871,094	(503,338)	815,677	715,627