

INFORMAL MINUTES

January 22, 2007

2:00 p.m.

Oval Office

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

Staff: John M. Gray, Jr., John Krawczyk, Laura Tschabold, Steve Mikami, Ken Huffer, Ken Friday, Ron Huber, Murray Paolo, and Martin Chroust-Masin.

Guests: David Bates, News-Register; and Phil McCollister, Trial Court Administrator.

* indicates item forwarded to formal agenda

Kathy called the meeting to order.

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

* Committees - Approve the appointment of Ron Nyman, Roger Hall, and Robert Gang to the Parks Board for four-year terms to expire February 1, 2011.

* Memorial Weekend Boat Races - Set a public hearing for February 21, 2007 to consider a request from the Newberg Boat Club and the Columbia Outboard Racing Association for exclusive use of Rogers Landing Park and Boat Launch for the 2007 Memorial Weekend Boat Races, mass gathering permit fee to be set at \$250.

Kathy stated that the Newberg Boat Club would like to do some yard work in advance. She suggested that the request be granted with the condition that the work is done under Ken Huffer's direction.

* Contracts - See agenda for details.

Ken Huffer discussed the proposal for an electronic fee machine at Rogers Landing and said that it would save a great deal of staff time and make it easier to enforce the launch fees. John K suggested looking at the possibility of adding the capability to accept VISA payments.

John G discussed a proposed employment agreement with Chris Johnson, similar to the ones done last year for Mike Brandt and John K. He said that he would make a change regarding the deferred compensation, as requested by Chris, and then have Kathy and John K review the agreement before presenting it to the Board for approval on Wednesday.

* Land Use Briefing - Ken Friday briefed the Board on G-02-06 and PA-03-06 and asked the commissioners to notify him if they were interested in scheduling a site visit.

* Minutes - Approve formal session minutes from June 22, 2005.

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2:00 p.m.

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Bypass Resolution - John K stated that the Chehalem Valley Chamber of Commerce has requested a resolution from the Board in support of the Newberg-Dundee Bypass and has invited the Board to attend a Legislative Day at the capitol on March 20, 2007. The Board agreed to wait for a sample resolution from John Bridges.

Signature Authority - John K stated that although the practice has been to get Board approval for contracts over \$5000, there is currently no policy regarding signature authority for department heads. He discussed policies of other counties, some of which are much higher than \$5000. The group agreed that establishing a clear policy would be a good idea and that the issue should be discussed at the next Management Roundtable. Kathy suggested having John G review all contracts and having the liaison commissioner sign those below the established limit.

Step 3 Grievance - John G presented a letter serving as notice of a Step 3 Grievance for discipline imposed on a Public Works employee. He explained that the Board can decide to adjust the grievance or it can deny the request and advance the grievance to the next step. He said he would talk with the commissioners individually to determine if there is a consensus regarding the Board's course of action.

Audio-Visual Upgrade - Phil McCollister distributed handouts outlining a proposal to upgrade the audio-visual system for the courts over several years, including a Polycom system for the large conference room as well as a portable unit for the smaller rooms. He said that the system could also be used by the county for video conferencing. Murray noted that Polycom is the leader in video conferencing technology. Phil emphasized the importance of moving into the 21st century and stated that the new system will save money over time. He said that the portable unit alone would resolve about a third of the issues and would be a good first step, although a full courtroom system would be needed eventually.

Leslie agreed with the need to upgrade the technology, but pointed out the need to consider the financial impact on the Jail as well as the county's financial situation. She stated that circuit courts throughout the state should join together in requesting the state to cover such expenses, since the benefit is largely to the court system.

Mary suggested looking into video capabilities for Room 32 as well, as had been discussed previously. John K advised Phil to complete capital improvement requests for both the portable unit and the courtroom system to be considered during the budget process.

* Land Use Briefing - Martin Chroust-Masin briefed the Board on Planning Docket PA-04-06, a request to bring thirty acres of urban reserve land into Newberg's Urban Growth Boundary, applicant Tim Speakman.

Measure 37 - Mary discussed the possibility of having Measure 37 subdivision appeals bypass the Planning Commission and come straight to the Board, since the Planning Commission has not previously been involved in any Measure 37 issues. John G stated that the current practice is to follow the land use process for Measure 37 subdivisions without conceding that they are land use applications. He said that if the Board wishes to change the process, the ordinance should be

amended. Kathy stated that she would like to discuss the issue with Mike Brandt.

The meeting adjourned at 3:37 p.m.

Anne Britt

Secretary