

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 session on January 30, 2008 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present was John M. Gray, Jr., County Counsel; John Krawczyk, Administrative Services Director; Bill Gille, Public Works Director; Adrian Castro, 222 6<sup>th</sup> St, Dayton; Lewis Schaad, 31655 NE Schaad Rd, Newberg; Grace Schaad, 31525 NE Schaad Rd, Newberg; Clyde & Hope Stone, 14205 NE Quarry Rd, Newberg; Lloyd Town, 2543 Horizon Drive, McMinnville; and Amanda Newman, Newberg Graphic.

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.

Adrian Castro stated that he had purchased a property in Cove Orchard and is doing his best to make it buildable, but the greatest difficulty to himself and other residents is the fact that the sewer system is outdated and to capacity. He suggested the formation of a citizen task force to research funding options for an alternative system or a system upgrade and said that he would be willing to serve on it.

Ms. Stern stated that funding for infrastructure improvements has been cut dramatically and the Cove Orchard sewer system has come a long way and is continuing to function well. She pointed out that the Board has had a difficult time in the past getting citizens to serve on the district’s budget committee. She suggested that Mr. Castro talk to citizens and see if there is any interest in forming a group voluntarily and she suggested that he submit a letter to the Cove Orchard Sewer Service District Board of Directors at its next meeting to request the formation of a citizen task force.

B. **CONSENT AGENDA:** Ms. Lewis moved approval of the consent agenda with a modification of item B(5) to clarify that the public hearing would be held by the Contract Review Board. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Personnel

1. **B. O. 08-71** - Approve the employment of Chad Anderson, McMinnville, as Extra Help in

Dog Control, part-time on-call, \$8/hour, retroactive to January 25, 2008.

2. **B. O. 08-72** - Approve the employment of Brooke Henry, Salem, as on-call relief in the Juvenile Department, \$7.95/hour, effective January 30, 2008.

3. **B. O. 08-73** - Approve the employment of the following individuals in HHS Adult Mental Health:

a. Dina Crown, McMinnville, Registered Nurse 2, temporary part-time, \$32/hour, retroactive to January 23, 2008 through June 30, 2008;

b. Diane Roelandt, Yamhill, HS Specialist 2, temporary part-time, Range 20, Step 7, effective February 6, 2008 through April 10, 2008;

c. Karen Maier, McMinnville, HS Specialist 2, regular full-time, Range 20, Step 2, \$3534/month, effective February 11, 2008.

#### Refunds

4. **B. O. 08-74** - Authorize a refund from HHS Public Health to Hun Bak, \$524.

#### Public Hearings

5. **B. O. 08-75** - Schedule a public hearing to be held by the Contract Review Board on February 13, 2008 regarding a proposed special procurement to acquire furnishings for the new HHS Evans Street building.

6. **B. O. 08-76** - Schedule a public hearing for February 27, 2008 regarding a mass gathering permit application for the 2008 Memorial Weekend Boat Races at Rogers Landing, applicants Newberg Boat Club and Columbia Outboard Racing Association.

#### **C. OLD BUSINESS:**

1. **B. O. 08-77** - Consideration of adoption of findings in support of a request for the withdrawal of Tax Lot 3230-1400 from the Dundee Rural Fire Protection District, as tentatively approved January 23, 2008.

Ms. George moved to adopt the findings. The motion passed, Commissioners Stern, Lewis, and George voting aye.

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

1. **B. O. 08-78** - Consideration of an amendment to an agreement between the Jail and RSS Architecture, P.C. for additional improvements to the Jail, Project #0741, \$8221.

Ms. Stern moved approval of the amendment. The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 08-79** - Consideration of a memorandum of agreement between the Board of Commissioners, Health & Human Services, and Yamhill County Employee's Association (YCEA) regarding personal holidays for HHS Residential Program employees.

John Krawczyk stated that the agreement would extend the same provisions for holidays that are currently given to Juvenile Detention Center employees. Ms. George moved approval of the memorandum of agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

3. **B. O. 08-80** - Consideration of increasing the county's mileage reimbursement rate to 50.5 cents per mile, effective February 9, 2008.

Mr. Krawczyk stated that the IRS has recently increased its business mileage rate from 48.5 to 50.5 cents per mile and the county is currently paying the 2006 IRS rate of 42.5 cents per mile. Ms. Lewis moved to increase the reimbursement rate to 50.5 cents per mile. The motion passed, Commissioners Stern, Lewis, and George voting aye. The Board discussed sending a memo to employees to encourage carpooling, the use of county vehicles, more efficient trip planning, and teleconferencing when possible. Ms. George suggested researching how much the county is currently paying to reimburse private car usage.

4. Consideration of amending contract employment agreements between Yamhill County and the following department heads to include a 6% salary increase, retroactive to December 24, 2007:

- a. **B. O. 08-81** - John Krawczyk, Administrative Services;
- b. **B. O. 08-82** - John M. Gray, Jr., County Counsel;
- c. **B. O. 08-83** - Mike Brandt, Planning.

Following the public hearings, the Board discussed the compensation packages for the above department heads. Ms. Lewis moved to approve the salary increases. The motion passed, Commissioners Stern, Lewis, and George voting aye. John Gray agreed to meet with Chris Johnson regarding his compensation package and draft a statement for the Board to discuss at informal session on February 4<sup>th</sup>.

5. Discussion of the formation of a citizens advisory committee to follow the LNG pipeline proposals and provide input to the Board of Commissioners. *[Proposal to be discussed at next week's informal session.]*

Ms. Stern suggested the formation of an advisory committee, since the Board can't attend all of the meetings and the issue is difficult to follow. She agreed to present a proposal to the Board on February 4<sup>th</sup>.

#### E. **PUBLIC HEARINGS:**

1. Receipt of public comment on local government's performance related to the YCAP Relocation Study funded by a Community Development Block Grant. *[No formal action taken.]*

Ms. Stern opened the public hearing. Ms. George stated that the relocation study has been finished and is helping to guide YCAP in its efforts. Ms. Stern added that the study has identified a good site, although working through CDBG regulations is no easy task. She closed the public hearing, noting for the record that no adverse comments had been received.

2. Receipt of public comment on a request to legalize a portion of Quarry Road. *[Tentatively approved, findings to be adopted February 6, 2008.]*

John Gray and Bill Gille provided background information on the request. Mr. Gille stated that the currently traveled roadway would be legalized with twenty feet on each side of the centerline. He explained that the legalization step is preparatory to what the county is planning to do to deal with the slide area on a portion of the road, which is to move the road away from the unstable area. He stated that this is the most cost-effective and the only feasible option of the three options considered. Mr. Gray stated that vacating the current platted road will be a separate action to be taken by the Board.

Ms. Stern opened the public hearing.

Lewis Schaad provided additional background information on the road and requested that the county vacate the existing dedicated portion as part of the legalization process. He expressed concerns about the possibility of the road being moved into his orchards. Ms. Lewis stated that Mr. Gille and the other engineers will be in negotiations with the Schaads about that so as not to interfere with their gray water field or access to the winery.

Grace Schaad pointed out that portions of the road have much less than twenty feet of space on one side. She supported the request to vacate the platted road along with this legalization. She stated that the value of the family's orchards is quite underestimated on OBEC's financial report and requested that those numbers be reviewed to determine if that would indeed be the least expensive option. She requested that the owners of Schaad Orchards and August Cellars Winery be involved from the beginning in the planning for repairs of Quarry Road, since they will be impacted tremendously.

Mr. Schaad offered to submit quarterly rainfall records for his property from 1945 to 2007. Mr. Gray stated that that would be helpful information for Mr. Gille to have.

Lloyd Town agreed with the need to vacate the existing platted road and expressed his support of the legalization and the plans to change the roadway. He said that he has had safety concerns about the road and the situation with the slide area has been that way for 35 years.

Clyde Stone stated that he owns frontage property along Quarry Road and would like to be involved in what happens with it. Mr. Gille provided additional details about the slide area and stated that it would be too expensive to stabilize it in place. He offered to provide Mr. Stone with the geotechnical report. Ms. Lewis added that the county's goal is to make the road safer.

Ms. Schaad requested that more consideration be given to the possibility of moving the road toward Newberg on the other side of the quarry, which would involve less severe heights and eliminate the S-curve. Mr. Gille agreed to review that option more at the appropriate time, but pointed out that it doesn't seem feasible because it would require many more linear feet of roadway.

Ms. Stern closed the public hearing. Mr. Gray explained the options for initiating road vacations and indicated that the county would initiate the vacation of the existing platted road at some point.

Mr. Gille stated that he will look at fully exploring all options, but he has to keep in mind the county's fiscal responsibility in deciding how much is spent on the engineering phase before any work is even done. He said that he will take today's testimony to OBEC for their evaluation and see how it changes things. He agreed to include the property owners in plans for repairing the road.

Ms. Lewis moved tentative approval of the road legalization with findings to be adopted February 6, 2008. The motion passed, Commissioners Stern, Lewis, and George voting aye.

**F. ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.
  - a. Commission on Children & Families, four lay positions, two lay alternate positions, one youth position, and two professional alternate positions;
  - b. Local Alcohol and Drug Planning Committee, two positions;
  - c. Road Improvement Advisory Committee, one position;
  - d. Special Transportation Advisory Commission, one position.
2. Northwest Senior & Disability Services has openings for Yamhill County residents on the following regional councils:
  - a. Senior Advisory Council, one position;
  - b. Disability Services Advisory Council, one position.For more information, contact Sally Lawson at (503)304-3473 or by e-mail at [Sally.Lawson@state.or.us](mailto:Sally.Lawson@state.or.us).
3. The Board's informal session on February 4, 2008 will be held at 3:00 p.m. instead of 2:00 p.m.

The meeting adjourned at 10:27 a.m.

Anne Britt  
Secretary

**YAMHILL COUNTY BOARD OF COMMISSIONERS**

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Chair MARY P. STERN

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Commissioner LESLIE LEWIS

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Commissioner KATHY GEORGE