

**YAMHILL COUNTY
ROAD IMPROVEMENT ADVISORY COMMITTEE**

MINUTES

Thursday, February 09, 2023

PUBLIC WORKS

6:00 p.m.

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Adam Zabinski, Chair Michal Wert, Vice Chair Jeff Brown Chip Mayes Bruce Hubbard Rocky Losli Tony Roos Ryan Webb	Dave Hanson	Mark Lago, Director Michelle Hubbard, Secretary

Opening of Regular Meeting

The meeting was called to order at 6:00 p.m. by Chair Adam Zabinski.

Roll Call

Members were present as noted above.

Approval of January Minutes

Minutes from 01/12/23 accepted as circulated.

Sheriff's Report

Undersheriff Bowdle did not attend but emailed crash counts and locations to members prior to the meeting.

Commissioner's Report

None.

Director's Report

- The Office Manager position has been filled by Michelle Hubbard.
- Mark provided the committee with a weekly schedule update of what tasks are being done in the field, where they're being performed and by which employee. Specifically noting grading projects, ditching and cleanup crew/culvert work. Approx. 45% of the county's culverts including driveways have been inventoried and they are cleaned during the inspection.
- Because of winter weather events, projects are 2-3 months behind schedule. Plan is to catch up by end of summer. The CRIP project on Kramien Rd may not be started until next year because of the backlog. Public Works has two openings for Medium Equipment Operators.
- Mark provided an update on the position for the Vegetation Supervisor position. HR has reviewed the position and Mark will soon open the position for applications. Kevin Flood is acting Vegetation Management Coordinator until someone is hired to fill the new position. He is being assisted by volunteer Susan Aldrich-Markham for the spring spray program.
- Mark updated the committee that the George Fox Design Team would like to present at the next RIAC meeting.

New Business

- Michal mentioned that Keith Nausman with Soil and Water Conservation District recently got certified to spray. Keith is interested in continuing the collaboration with Public Works to spray on public right-of-way when spraying on adjacent private properties, especially in more remote areas. Mark will talk with Jordan Anderson to complete the PWD/SWCD agreement.
- The committee reviewed the 2022 Crash Report provided by Undersheriff Brandon Bowdle. Some known crashes weren't on this report and it may not include some State crashes within the county. Mark will check with Brandon to verify whether the list he submitted is only county crash reports.
- The committee reviewed the Recommended Roadway Improvement projects included in the current Transportation System Plan (TSP). Some of the projects are done, some adopted solutions differ from the TSP, and some are still pending. Mark will identify the status of the projects for the next meeting.
- The committee discussed the TSP update, specifically Freight Routes. What are the freight routes in the County and are they still appropriate? The TSP defines a "Freight Route" as either recommended or prohibited routes within Yamhill County. In the County, the primary freight routes are Highways 99W and 18. Trucks are allowed on other highways but through truck traffic is encouraged to use these designated routes. Trucks are allowed on all county roadways unless prohibited, and these prohibitions are primarily because of restricted bridges or for safety reasons. The next step is to define the roads that should be restricted based on load limitations, length or weight limitations, other safety concerns, and crash history. Restricted routes should be signed far enough ahead to allow trucks to avoid the restricted areas. The ODOT Freight Mobility Committee may have access to routes already designated for freight/trucks.
- ODOT provides grants for counties to update their TSP every 10 years. A TSP update will likely be led by Public Works and not the Planning Department, same as last time. Public Works could submit a grant application in 2024 for a 2025 update. Tony will confirm the ODOT grant process and schedule.
- Mark provided a list of all county roads that are within city limits. The committee discussed how to transfer these roads to the cities. The TSP encourages transfer of road ownership in conjunction with annexation or of inclusion in the urban growth boundary of a city. Most cities require that roads be to their standards before accepting them, including curbs, cutters, and sidewalks. This has not been strictly adhered to in the past. Mark will provide a map of these roads for the next meeting. Tony will look at policies of other jurisdictions that we can consider.

Unfinished Business

- Transportation System Plan update
 - Crash reports
 - Bike routes

Next Month Proposed Agenda

- Transportation System Plan update
 - Crash reports
 - Bike routes

Adjournment

Meeting was adjourned at 8:00 p.m. on a motion by Chip, seconded, carried. The next regular meeting is scheduled for 6:00 p.m. on March 9, 2023, in the Public Works building.