

INFORMAL MINUTES

March 24, 2008

2:00 p.m.

Oval Office

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

Staff: John M. Gray, Jr., John Krawczyk, Laura Tschabold, Steve Mikami, John Boynton, Susan Mundy, and Ron Huber.

Guests: David Bates, News-Register.

* indicates item forwarded to formal agenda

Leslie called the meeting to order at 2:05 p.m.

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

* Contracts/Grants - See agenda for details.

* Budget - Approve the following transfer of appropriation authority to the Juvenile Department to offset the deficit caused by the cost over-runs in the Juvenile Detention remodel project that impacted the 2006-07 fiscal year:

From	10-92-950.01	Contingency	\$63,105
To	10-74-380.01-J140	County Internal Revenue	\$63,105

* Refunds - Authorize refunds from the Assessor's Office to the following:

- a. Dean Klaus, \$667;
- b. Willamette Builders, Inc., \$1103.

* Committees - Approve the reappointment of Alton Cronk to the Parks & Recreation Board for a four-year term to expire March 26, 2008.

Emergency Management - John Boynton presented the first draft of the new Emergency Operations Plan and stated that he would like to have it completed and adopted in sixty days. Kathy suggested reviewing a section of it each week. Leslie suggested notifying the commissioners weekly of the next section to be reviewed. He agreed to give hard copies of the plan to Laura Tschabold, Bill Gille, and Mike McNickle.

He stated that a training class will be available in May for anyone interested in participating. He discussed a short class that he would be presenting to county employees regarding where to go during emergencies and a meeting with the state on April 17, 2008 to look at county and city projects that might qualify for FEMA mitigation funds and to help the cities develop their own mitigation plans, which are required in order to be eligible for funding.

Crestview Drive - Leslie discussed a request to transfer jurisdiction to the City of Newberg over portions of Crestview Drive from Springbrook Road through Oxberg Lake Estates and stated that Oxberg Lake Estates does not want the transfer to be made until the road improvements have been done. John G said he has a conference call scheduled on Wednesday with John Trudel, Dick Petrone, and their lawyer, Jill Gelineau, to discuss the issue. He stated that the county has the authority to transfer jurisdiction over any portion inside city limits, which does not include the portion inside Oxberg Lake Estates. Leslie noted that another meeting of the five-party team will be held on April 4th, so no action should be taken on the request before then. After further discussion, the issue was tabled.

Contract Review Board - John G stated that an alternative to the competitive bidding process for large building projects is the Construction Management General Contractor (CMGC) process, which involves getting proposals and picking the team that will do the best job. He said that he has scheduled a meeting of the Contract Review Board for April 9, 2008 at 8:45 a.m. in Room 32 to hold a public hearing and consider the proposed exemption for the Jail remodel, after which a request for proposals can be issued. He noted that findings have been prepared and are available to the public that explain why the CMGC process is better for this project.

Road Vacation - John G stated that he and Ron Huber would be attending the McMinnville City Council meeting the following evening for the discussion of the county's request for vacation of the intersection of 6th and Ford Streets.

Radio System - Leslie discussed the briefing scheduled for 10:00 a.m. on Wednesday with AdComm to review their three-day acceptance testing process and explained that it could result in a list of things that still need to be completed.

The meeting adjourned at 3:10 p.m.

Anne Britt
Secretary