

**MINUTES  
INFORMAL SESSION**

**March 30, 2004** 10:00 a.m.

Room 108, Courthouse

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

Staff: John M. Gray, Jr., John Krawczyk, Steve Mikami, Dyke Mace, Sherrie Mathison, Bill Gille, Susan Mundy, and Richard Sly.

Guests: David Bates, News-Register.

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\* indicates item forwarded to formal agenda

Kathy called the meeting to order at 10:05.

\* Personnel - Steve presented a request for Barbara Stanley, Commissioners' Office, to return to a 4/10 work schedule, working Tuesday through Friday.

\* Contracts - See agenda for details.

\* Minutes - Formal sessions - see agenda

Informal Minutes - Mary moved approval of Informal Minutes for March 3, April 2, April 3, April 4, June 24, July 15, and August 12, 2003. The motion carried, Kathy, Mary, and Leslie voting aye.

Leslie moved approval of Informal Minutes for January 13 (10:00), January 13 (12:00), January 20, January 27, January 28, February 3, February 10, February 17, February 24, March 9, and March 16, 2004. The motion carried, Kathy, Mary, and Leslie voting aye.

\* Public Hearing / Solid Waste Management Plan - Dyke Mace reported that the Solid Waste Management Plan was unanimously approved by the Solid Waste Advisory Committee on March 24, 2004. The Board agreed to schedule a public hearing on May 13, 2004 at 10:00 a.m. for the receipt of public comment on the plan. John G suggested that the plan also be posted on the county website

\* Refunds - Approve two refunds from the Planning Department - see agenda for details.

\* Capital Improvements Plan (CIP) - Leslie presented the updated Yamhill County Fairgrounds CIP, as approved by the Fair Board on March 23, 2004. She stated that the first priority continues to be replacement of the Multi-Purpose Building, but the second project is now the purchase of swine and sheep panels. She said that a greater number of swine and sheep events can be promoted if the county owns its own panels. The Board agreed to authorize the amendment to the CIP.

\* OBEC Contract - Bill Gille discussed the proposed contract with OBEC Consulting Engineers for consultation services regarding the Meadow Lake Road Bridge project. John G recommended placing the item on this week's formal session agenda for consideration, but advised against issuing a notice to proceed until the OTIA grant agreement has been signed by ODOT. Bill discussed the new qualification-based selection process resulting from a recent legislative change. He stated that some of the tasks to be

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handled by OBEC will include siting of the new bridge, design, permits, right-of-way acquisitions, and hydrology issues.

\* Capital Improvements Project List - Bill presented Public Works' list of capital improvements projects for 2004-2005, which includes some projects not yet completed from 2003-2004. He requested that the proposed Laughlin Road project be put on temporary hold until it becomes clear whether or not there will be enough funds. He stated that most of the light repair projects have been completed and the focus is shifting to heavier, more expensive reconstruction work. Steve recommended an early start in recruiting extra help in order to avoid emergency hires. The Board agreed to approve the project list.

Recess to executive session at 10:54.

Kathy reopened the meeting at 11:13 with no decisions made.

\* Federal Surplus Property - Authorize the submission of documentation necessary to maintain current eligibility status for the acquisition of federal surplus property.

Chehalem Valley Strategic Plan - Leslie stated that she and John K represented Yamhill County at "Beyond the Vision", a strategic planning meeting held March 9, 2004 which addressed potential collaboration between five local jurisdictions in implementing major capital improvements. She said each of the jurisdictions was asked to approve a resolution adopting the strategic plan. The Board agreed to schedule a time to hear a presentation from the Steering Committee before considering a resolution.

Fairview Street Road Vacation - John G stated that a question had arisen about whether the portion of Fairview Street approved for vacation on March 25, 2004 was under the Board's jurisdiction. He said the map shows the road to be within Sheridan city limits, but the city of Sheridan verified that the road is actually just outside the city limits, so the Board did have the authority to approve the vacation.

There was a brief discussion about the rights of the county to reserve easements for public utilities and the inherent risks of a road vacation being approved and recorded in separate stages to allow public utilities to claim an easement.

2004-2005 Budget - John K presented a copy of the proposed budget and stated that it is out of balance by \$218,000 on the good side, but doesn't yet include changes to be made to help the jail, which the Board will need to deliberate on.

Payroll Position - John K reported that the Payroll position is close to being filled, and could be on the non-consent agenda for Thursday.

The meeting adjourned at 11:33 a.m.

Anne Britt  
Secretary

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