

**YAMHILL COUNTY
ROAD IMPROVEMENT ADVISORY COMMITTEE**

MINUTES

Thursday, April 13, 2023

PUBLIC WORKS

6:00 p.m.

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

Opening of Regular Meeting

The meeting was called to order at 6:02 p.m. by Vice Chair, Michal Wert.

Roll Call

Members were present as noted above.

Approval of February Minutes

Since no quorum was present, approval of minutes will be carried over to next meeting.

Sheriff's Report

None.

Commissioner's Report

- Commissioner Kit Johnston is waiting for a response from Ken Friday, Planning Director, regarding county roads within the city limits, mainly Chehalem Drive and North Valley Road.

Director's Report

- The Vegetation Management Supervisor position was announced and there were 19 applicants. Those have been screened down to 8 to interview. Interviews will be on April 27.
- BOC approved the contract for the 2023 overlay projects and the Albertson's Road repairs. Weather permitting, Albertsons Road could start right away.
- Patty Lane and Old Railroad Bridge agreements to start design are being reviewed by the County Counsel.
- Surface Transportation Block Grant Program (STBG) update:
 - OACES was talking about possible changes to the program and bank funds for the federal funds coming from ODOT to pay the Dundee bypass loan, which is \$655K per year.
 - STGB funds are federal funds, so counties do a fund exchange to convert federal dollars to state dollars at a rate of \$0.94 = \$1.00. The county loan agreement is a 1:1 ratio for the bypass. Starting this year, only \$250K of a county's STBG funds can be exchanged for road projects, but STBG funds can be used on a bridge project at a 1:1 ratio. This includes any bridge related project, from design, construction, to guardrail repair. Mark plans to use gas tax funds to pay for the bypass loan and use the STBG funds to pay for bridge projects. Mark will have the BOC approve the Master Grant Agreement to send to ODOT after July 1 so the funds will be in the 2023-2024 budget.

Unfinished Business

- None

New Business

- Transportation System Plan Update:
 - Freight Routes: Steve Sims and Michelle Hubbard are working on a current restrictions list with ODOT. ODOT is working to develop an accessible database of freight routes.
 - County Roads within City Limits: Mark Lago presented maps and names of all county roads within each city. He will work with City of Newberg, Doug Rux and Yamhill County, Ken Friday to see if we could move some of the county roads that are in the city of Newberg to that city's jurisdiction. Tammy Garvey and our interns did a quick inventory of the curbs and gutters on the county roads in Newberg. The Yamhill County cities that have county roads within city limits include Newberg, Sheridan, Willamina, Lafayette, Yamhill, McMinnville, Carlton (1 road), and Dayton (2 roads). Michal Wert suggested that packages be prepared to present to each city rather than discuss individual roads. It would be useful if the intern could pull together information on road lengths, widths, if it is half in the city/county, sidewalks, curbs, gutters, street lighting, street trees, signals, adjacent development, road surface, any other information that would be helpful. City TSPs should provide road standards and costs to upgrade, then the county roads could be estimated. Options to transfer roads include improving to city standards or giving the city money to do the improvements themselves. Michal suggested that the county develop a formal policy for transfer of roads during land use or annexation actions by the cities.
 - Crash Reports: Not in attendance.
 - Bike Routes: There are ODOT and pedestrian guidelines for shoulder widening and paving. All roads included as bike/pedestrian routes in the County TSP are state roads. Mark mentioned that money set aside for bike/pedestrian routes can be accumulated for up to ten years and the county will have about \$1 million in six more years. Using money for bike/pedestrian trails in county parks, such as the 100 acres at Whiteson Park, was discussed and Mark will investigate whether this is a legitimate use for these funds.

Next Month Proposed Agenda

- Funding Options for TSP
- Tourism (traffic counts)
- TSP (look back through the TSP and see if there is anything that should be talked about)
- Tour the Public Works building facility and equipment

Adjournment

Meeting was adjourned at 7:50 p.m. on a motion by Michal Wert, seconded, carried. The next regular meeting is scheduled for 6:00 p.m. on May 11, 2023, in the Public Works building.