

**YAMHILL COUNTY
ROAD IMPROVEMENT ADVISORY COMMITTEE**

MINUTES

Thursday, June 08, 2023

PUBLIC WORKS

6:00 p.m.

| MEMBERS PRESENT | MEMBERS ABSENT | STAFF PRESENT |
|--|---|--|
| Adam Zabinski, Chair Michal Wert, Vice Chair Dave Hanson | Chip Mayes Ryan Webb Bruce Hubbard Jeff Brown Tony Roos | Mark Lago, Director Brian Young, Emergency Manager Michelle Hubbard, Secretary |

Opening of Regular Meeting

The meeting was called to order at 6:03 p.m. by Chair, Adam Zabinski.

Roll Call

Members were present as noted above. Jeff Meader and Colin Styring attended as guests.

Approval of Minutes

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

Commissioner's Report

None

Additional Agenda Items

- Jeff Meader stated he had a commitment from John Phelan and Casey Kulla to do a CRIP project on Ribbon Ridge Rd. Residents would pay to pave the first mile and the County would complete the rest of the project. Staff and priorities have changed but the residents of Ribbon Ridge are still interested in pursuing a CRIP project. He will try to submit a CRIP application so that Ribbon Ridge is in line for paving as staffing and funds become available.

Sheriff's Report

Brian Young provided the committee with crash reports from May 11th through June 7th along with staff reports.

- Brian is still working on a way to export the crash data so it can be put into GIS to track crashes throughout the County. There currently isn't a way to pinpoint exact location of every crash without an address.
- A patrol deputy reported that Albertson Rd at Chehalem Way has significant overgrown vegetation
- Another deputy reported that the rumble strips on Albertson Rd are wearing thin
- The railroad tracks that cross Perrydale Rd need repair as cars are having to slow almost to a stop to cross.
- Michal verified that the deputy reports are being given to the road crew and emphasized the importance of quick response to public reports. Mark and Michelle confirmed that deputy and public reports are created as service requests and sent directly to Steve Sims.

Director's Report

- Update on Albertson Rd reconstruction of the base is going well, and paving is about half way complete. The base repair came in under budget. The crew will be back out the week after July 4th. The bottom half of Albertson Rd is scheduled to be completed next Summer.
- The Fleet Manager resigned, the position is open until June 13th and 13 applications we submitted so far.
- Michelle has been at User Acceptance Training (UAT) for the implementation of Oracle, a new accounting software for the County; learning how to enter payroll to go live on July 1st.
- MSDS audit is complete for all chemicals used at PW and Cove Orchard.
- Mark barbecued for the PW staff before Memorial Day weekend then the road crew cleaned all the equipment inside and out and checked the first aid and trauma kits.

New Business

- Michal presented the Transportation Plan Assessment from the Transportation and Growth Management (TGM) program in partnership with Department of Land Conservation and Development (DLCD). This assessment evaluates local TSPs considering transportation planning needs, requirements, and objectives. Brian suggested reaching out to Curry County to find out more about their assessment. Michal suggested asking Tony Roos if he has used it and if he thinks it would be a good idea. She also provided Developing a Project Approach and Budget an estimate of what the TSP update could cost.
- Michal was able to locate a copy of the 2009 TGM grant application to update the TSP. We requested a total of \$223,480.00; our contribution was \$67,290.00; the consultant was \$156,00.00 for the entire TSP Update. The last update included road classifications and capital projects lists adoption by the County Commissioners and a program to address County roads to avoid congested highways. She suggested creating a checklist as we progress in updating the TSP.
- A copy of the Yamhill County Public Works Department Gravel Road Maintenance & Upgrade Prioritization Policy was distributed as we discuss reviewing the hierarchy of county roads for paving.
- Considering creating criteria and methodology to turn county roads over to local authority. Adam questioned the legal basis regarding requiring local authority take over roads within the county. Mark suggested when a new development goes in and the city requires the road to be up to city standards, the county could then require that once the improvements were complete the city would have to take over the road.
- Deciding which native, endangered, and/or invasive species should be targeted, Michal suggested that this be referred to the TAC. Currently, there's an A and B list of invasive plant priorities and Soil & Water Conservation District has been working closely with Public Works in addressing invasive species. Threatened and endangered species are well defined and can benefit from the efforts to protect Kincaid's lupine. It would be useful to identify significant native plant communities for protection.

Next Month Proposed Agenda

- TSP update and funding
- TSP (Look back through the TSP and see if there is anything that should be talked about)
- Tourism (traffic counts)
- Considering criteria and methodology to turn county roads over to local authority

Adjournment

Meeting was adjourned at 8:03 p.m. on a motion by Michal Wert, seconded, carried. The next regular meeting is scheduled for 6:00 p.m. on July 13, 2023, in the Public Works building.