

INFORMAL SESSION MINUTES
June 18, 2012 2:00 p.m.

Commissioners' Office

PRESENT: Commissioners Lewis and George; Commissioner Stern excused

STAFF: Laura Tschabold, County Administrator
 Chuck Vesper, Deputy County Administrator
 Rick Sanai, County Counsel
 Manuel Campos, HR Assistant
 Russ Heath, Shop Supervisor
 John Phelan, Road Department Director
 Silas Halloran-Steiner, HHS Director
 Margaret Jarmer, HHS Program Manager
 Sherrie Mathison, Solid Waste Coordinator

Guests: Nathalie Hardy, News-Register
 Joe Cook and Dave Lawrence, Western Oregon Waste

* indicates item forwarded to formal agenda

Leslie called the meeting to order at 2:00 p.m.

* Personnel

Manuel presented the personnel items as requested by various departments. See agenda for details.

Budget - Laura presented a packet of budget-related materials (attached) itemizing the necessary changes for the upcoming fiscal year. Silas stated HHS has adjustments for both beginning and ending balances and he reviewed the additional revenues anticipated.

Leslie stated that, as she mentioned during the budget process, she prefers that the veterans office be a separate division with its own budget, not included in HHS. Kathy stated that she supports veterans office placement in the HHS budget and believes it will improve services for the veterans, who will not likely care what budget the division is in.

Silas stated there are plans for a new entryway and remodel which will take place in August and allow private entrance for veterans and their families, with the goal of creating a warm and caring atmosphere.

There was lengthy discussion of the other adjustments to the HHS budget.

* Western Oregon Waste - rate increase - Sherrie Mathison, Joe Cook, and Dave Lawrence discussed the proposed rate increase. Joe stated that demolition services have declined, as the economy has affected construction in the area. He stated that curbside recycling has significantly affected the waste revenue stream, with a loss of \$65,000. David stated that the primary labor cost

increases have been due to health insurance costs, but repair and maintenance of vehicles is also more expensive. He stated that over the past ten years, the urban rate increased by 31% (3.15% a year) while the rural rate increased by 17%.

Sherrie stated the Solid Waste Advisory Committee had reviewed WOW's rate increase request and voted to support it.

* Fair Fund - There was discussion of a decrease in the beginning balance, due to funds needed for the upcoming annual fair. Leslie states negotiations continue for the cell tower lease. Kathy stated that granting a permanent easement may create an impediment to selling the fair property in the future. Leslie stated that the fair board prefers a permanent easement be approved.

Transportation - Leslie stated it appears the County will receive a Connect Oregon IV grant, as the project is 27th on a list of 38 projects being recommended.

Road Fund - Laura stated that the fair fund is paying for a small paving project on the fair property.

Juvenile Detention - Chuck said there has been a bit more savings in personnel than anticipated, and an increase in contract beds from Polk County, with 4 beds at \$169/day and 1 bed at a reduced rate.

Economic Development, Fund 26 - Laura stated that for purposes of discussion she has included the increase requested by the City of McMinnville, and decreased other expenses to compensate. Laura recommended creating a "Grow Yamhill County" line item.

Solid Waste - Laura stated the proposed changes reflect renewal of the Riverbend agreement and recommended creation of a Public Purpose Reserve fund for portions of the increased revenue.

Administrative Services - Laura proposed adjusting the beginning balance by approximately \$14,000 to reflect higher beginning balance and to transfer approximately \$15,000 into Fund 10-155 to help cover the radio system consultation.

* Transfers - see attached memo and June 21st agenda.

* Contingency - Laura reviewed the necessity of proposed changes in the current year contingency fund. She stated the Veterans Department mid-year changes have resulted in a shortfall of \$22,000. The old YCAP building purchase (800 NE 2nd Street) shows a deficit in the general fund which she recommends reconciling by paying off the debt. The total will be approximately \$103,000 drawdown. Chuck stated the contingency is currently \$979,818.

* Capital Improvement - Chuck stated the list is the same as three weeks ago (list attached) and the #1 recommendation is for refurbishment of the courthouse elevator, with carpet and flooring replacement also a priority, as a safety issue. Laura stated the dog control facility remodel should not be included on the capital improvement list. The Board concurred.

* Public Hearing / Mass Gathering - "Race-the-Reaper" two-day event on the Flying M Ranch property.

The meeting adjourned at 4:12 p.m.

Carol Ann White
Secretary