

INFORMAL MINUTES

August 10, 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, Murray Paolo, Mike Brandt, Ken Friday, Bill Gille, Russ Heath, Ken Summers, and David Lawson.

Guests: Nicole Montesano, News-Register and Jim Seymour, Rainbow Family Services.

* indicates item forwarded to formal agenda

Kathy called the meeting to order.

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

* Housing Authority Building - Steve reported that the sale of the HAYC building had closed, and the sellers had proposed a lease-back rate of \$.80/square foot. He stated that he is okay with that rate. John G suggested that the rate increase to \$1.10/square foot after September of this year, if they are still in the building at that time. Steve said he would check with the sellers and do the lease agreement as an add-on item to the agenda.

* Billboard Hearings - Ken briefed the board on the land use hearings for Thursday's agenda, two billboard applications which had been denied by the Planning Department. He handed out supplemental packets and stated that he had received two additional letters regarding the second application.

* Hardship Dwelling - Mike reviewed an application for a hardship dwelling renewal, suggesting that the docket either go to the Planning Commission or be reviewed by the Board. The Board agreed to review it themselves and to set the public hearing date for August 26, 2004.

* Refunds - See agenda for details.

* Server Upgrade Proposal - Approve a proposal from Unisys Leasing Corporation for the lease/purchase of a server upgrade for Assessment and Taxation and Planning permits systems, five-year term, total price \$292,701. Murray stated that he routinely researches other options for software packages, but this is still the best route. He explained that the accompanying purchase order is needed for accounting purposes.

Phone System - Murray mentioned that he would like to discuss at Management Round Table how the phone system handles external calls. He stated that in testing the system, he found that it took 90 seconds to get through to Tim Loewen's voice mail when asking by name rather than by extension number. Leslie added that she encountered an endless loop in the Public Works phone system when trying to get back to the receptionist.

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* Contracts - see agenda for details.

Rainbow Lodge - Jim Seymour introduced himself as the new executive director of the Rainbow program. After reviewing the history of the lodge and the purposes of the Rainbow program, he requested a renewal of the lodge lease. He stated that negotiations are underway with Willamette ESD to operate Metzker School for one to two years, and that Rainbow will be working with Willamette ESD to enter into a major capital campaign for the expansion of the facility and eventual relocation of the school back to the lodge. In the meantime, he said he'd like to use limited areas of the lodge to run a curriculum for kids, which would allow the property to be maintained while starting a feasibility study for major improvements. He had no objections to the county providing an on-site security person, and suggested that person be someone who could also be available to help with the kids from time to time.

John G stated that there would be no problem with deed restrictions. He said the lake itself is restricted to juvenile purposes, but the lodge could be used for other county purposes. He suggested the issue be discussed at Management Round Table to get feedback from county leaders before reestablishing the lease.

Graders - Russ distributed handouts (see attachment) outlining three options for the last two 1999 graders on lease. He recommended option 2, exercising the guaranteed buyback and purchasing new Cat 143H graders. He stated that the county would have to rent back the graders for longer than last time because of delayed delivery time due to the steel shortage.

Leslie moved approval of exercising the guaranteed buyback on two 1999 graders and purchasing two new Cat 143H graders. The motion passed, Kathy, Mary, and Leslie voting aye.

* Bridge Replacements - Bill presented a handout on Moores Valley Road Bridge, West Side Road Bridge, and Lafayette Hwy Bridge, including statements of work and detailed breakdown of costs. He said that in phase 1 of the Lafayette Hwy Bridge project, OBEC will be evaluating other structural options, such as a concrete arch instead of a concrete girder, so an intermediate phase will be needed to select an option. He stated that he would have the three contracts ready for Thursday as an add-on.

McCabe Chapel Road - Leslie asked for suggestions from John G on how to respond to a citizen request to add a pedestrian/bike lane on McCabe Chapel Road as it is being resurfaced. She stated that right-of-way issues would make it a time-consuming process, and because of a steep ditch on one side, the project would be cost-prohibitive. Bill suggested adding it to the future projects list.

Recess at 11:33 a.m.; reconvene at 11:36 a.m.

* Tax Foreclosure List - Designate the Newberg Graphic as the newspaper for publication of the 2004 Yamhill County Tax Foreclosure List.

* Committee Appointments - See agenda for details.

* Minutes - See agenda for formal minutes to be approved.

Mary moved approval of the following informal session minutes:

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April 8, 2004 May 11, 2004
June 1, 2004 June 29, 2004
July 6, 2004 July 13, 2004

The motion passed, Kathy, Mary, and Leslie voting aye.

Court Security - The Board discussed recommendations from the Court Security Committee, including an additional security camera, a keycard locking system, and employee ID badges. Mary stated that the Committee had discussed activating the keycard system only in situations requiring elevated security.

* Emergency System Upgrade - Accept the low bid from EC Power Systems for the Courthouse Emergency System upgrade and authorize the Chair to execute a contract, contingent upon approval by the Director of Administrative Services.

* Ballot Measure 34 - Kathy presented a request from Tillamook County to support their opposition of Ballot Measure 34, the 50-50 plan, by signing the provided draft resolution. John G reminded the Board that the sample resolution cannot be changed in any way unless it is done by the commissioners themselves.

Parks Board Term Limits - Kathy stated that the Parks Board is interested in amending their bylaws to remove term limits because they have a member who would like to continue serving. She suggested making a special exception for this member rather than changing the bylaws. John G said he would review the bylaws.

Fire Alarms - John K raised the issue of fire alarms being inadvertently set off in the courthouse, many times because of burning popcorn in the Juvenile Department. Kathy stated that the problem with the microwave has been fixed.

* Transportation Committee - Approve the extension of the Yamhill Transportation Committee until June 30, 2006.

* YCEA Agreement - Consideration of ratification of the YCEA agreement, and consideration of extending YCEA agreement benefits to non-bargaining employees, with employees at Range 28 or lower receiving a 3% cost of living increase and Range 29 or above receiving a 2% cost of living increase.

The meeting adjourned at 12:08 p.m.

Anne Britt
Secretary