

INFORMAL SESSION MINUTES

August 29, 2017

2:00 p.m.

Commissioners’ Office Conference Room

PRESENT: Commissioners Stan Primozich, and Richard L. “Rick” Olson present, Commissioner Mary Starrett being excused.

Staff: Laura Tschabold, Ken Huffer, Christian Boenisch, and Mikalie Frei.

Guests: Brian Van Bergen, Jessica Beach and Nicole Montesano.

* indicates item forwarded to formal agenda

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

* Minutes – see agenda for details.

* Contracts - see agenda for details.

* Personnel – see agenda for details.

* Authority – see agenda for details.

Jessica Beach, Community Justice Director gave a brief overview of the Intergovernmental agreement with the Oregon Department of Education, Youth Development Division. She stated the funds are used for the peer court system and targets first offense juveniles with the intent to keep them out of system. Ms. Beach stated the county’s peer court program serves about 63 youth a year with ages ranging from 10-17. The peer court addresses low risk first time referrals and allows them to stay out of the formal process. She said the peer court program is completely voluntary, including the judge. The jurors are selected peers from the community. Ms. Beach said peer court meets the 4th Tuesday of every month from 4:00 p.m. to 7:00 p.m. in Room 32 of the courthouse.

Clerk’s Office presentation - Brian Van Bergen gave a brief overview of the functions of his office. He said they primarily handle records and liens of land and property and most recording is of deeds, mortgages, liens, plats, and discharge papers (DD 214s). Mr. Van Bergen said that like he predicted in the budget hearings earlier this year their recording numbers are down nine percent which is most likely due to the higher interest rates and the slowing of the housing market. He reviewed the office’s e-recording services where customers have the opportunity to file documents electronically. Mr. Van Bergen shared many advantages to e-recording: reduced labor, materials, postage and courier costs, recording time reduced from days to minutes, fewer rejected documents and faster corrections, fewer fee errors, increased security in sending and receiving documents, improved tracking and filing documents, and reduced consumption of resources. Fifty-five percent of all documents recorded are via e-recording.

Mr. Van Bergen discussed the anticipation of an increase in BoPTA filings this year due to the change in how the Assessor's office is sending out property tax statements. He reported the Yamhill County Clerk's office is the only full-service passport acceptance facility in the county that is open Monday through Friday and available during the lunch hour, processing on average seven passports a day.

Mr. Van Bergen talked about the three potential elections this fiscal year, one in November, potentially January and the primary in May. He discussed the 2-day lean project that his office created to build in integrity safeguards, and increase both accuracy and transparency. Mr. Van Bergen discussed election tasks, current voting equipment, processes and records. He reviewed other duties performed in his office to include issuing marriage licenses, perform civil marriages, issue county business licenses and record discharge documents.

Following commissioner updates, the meeting adjourned at 2:48 p.m.

Crystal Cox
Secretary