

INFORMAL MINUTES

September 14, 2004 10:00 a.m.

Room 108, Courthouse

PRESENT: Commissioners Leslie Lewis and Mary P. Stern.

Staff: John Gray, Jr., Steve Mikami, Julia Staigers, Sonja Olheiser, Ken Summers, Bill Gille, Diane Cilenti, and Laura Tschabold.

Guests: David Bates, News-Register; Donna Fuerhardt and Gregory Settle, ICMA Retirement Corporation.

* indicates item forwarded to formal agenda

Mary called the meeting to order and excused Kathy, who was attending the Juvenile Justice Summit.

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

* Contracts - see agenda for details.

John G reviewed an amendment to the O'Brien Constructors contract for the Juvenile Detention Expansion project, which establishes a guaranteed maximum price of \$1 million. He stated that the county's consultant wants to add an attachment to the amendment, so if it is ready by Thursday, the Board could consider the item as an Add-on, otherwise it will wait until next week.

Minutes - Leslie moved approval of informal minutes from August 17, 2004 and August 31, 2004. The motion passed, Mary and Leslie voting aye.

* Approve formal minutes from August 26, 2004.

Martin & Wright Property - John G stated that he hasn't been able to meet with Doug Montgomery yet about a possible solution to the new zoning restrictions on the property.

* Grants - Approve a board order establishing a process for Public Health to expend funds from the local Commission on Children and Families for the Healthy Start program.

* Authorize the applications from the following public transportation providers for Small City & Rural Operating Grants:

- a. Yamhill Community Action Program (YCAP);
- b. Chehalem Valley Senior Citizens Council (CVSCC).

Diane explained that the substantially increased funding is due to an adjustment based on performance statistics, but it could be one-time money.

* Health Savings Plan - Steve introduced Donna Fuerhardt and Greg Settle from ICMA Retirement

MINUTES INFORMAL SESSION

Page 1

September 14, 2004

10:00 a.m.

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Corporation and stated that he and John K have discussed the VantageCare Retirement Health Savings Plan with them and feel that it would work well for the county and its employees. Donna presented an overview of the plan (see attachment), stating that it provides a post-employment benefit which enables plan members to pay for medical expenses completely tax-free.

She explained the four employee options: 1) salary deferral; 2) final pay option; 3) future accrued option; and 4) after-tax option, which she didn't recommend offering. She stated that the third option, which commits future sick leave or vacation pay to the plan, is the only option which can be decided annually. She stated that employees can choose from different investment risk levels in managing their accounts. She reviewed decedent options, the reimbursement process, fees, and the adoption agreement.

Mary and Leslie expressed their desire to move forward with the plan. They agreed to have a discussion with Kathy as part of Thursday's formal session.

* Residential Speed Zone Requests - Approve the creation of a residential speed zone on Wheatland Road from the Wheatland Ferry ramp to a point .28 miles west of the intersection with Magness Road. Bill stated that he received 19 positive responses to the 23 forms that were sent out to residents. He recommended approval of the request.

He presented a second request for Graham Avenue in the Cove Orchard community and stated that only two responses were received out of nine forms that were sent out. Leslie said she will contact an interested citizen she knows from the area and ask her to encourage neighbors to return their response forms. The Board agreed to postpone action on the request.

Meeting Notice Requirements - John G stated that he has prepared a bullet point memo to the Board of Commissioners and the Fair Board, as requested by Leslie. He said that the memo clearly explains legal requirements for noticing meetings.

* Newberg-Dundee Bypass Hearing - Mary stated that the public hearing for the bypass will be on this week's agenda, continued from July 22, 2004 at the point of staff recommendation. She stated that the hearing will need to be continued for one more week at the same point and needs to be added to the published public hearing schedule.

The meeting adjourned at 11:23 a.m.

Anne Britt
Secretary