

**INFORMAL MINUTES**

**September 15, 2008**

2:00 p.m.

Oval Office

PRESENT: Commissioners Mary P. Stern and Kathy George, Commissioner Leslie Lewis being excused.

Staff: John M. Gray, Jr., Laura Tschabold, John Krawczyk, Scott Maytubby, and Steve Mikami.

Guests: David Bates, News-Register.

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\* indicates item forwarded to formal agenda

Mary called the meeting to order.

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

Scott Maytubby presented a request to recruit and hire a Chief Appraiser before January 1, 2009. He explained that he has found a good candidate for the position and it makes sense to hire at the beginning of the new appraisal cycle. He added that there should be enough money in the budget to cover the costs as a result of delaying and underfilling other positions. John K stated that county's policy allows an exception to the 90-day hiring delay if the position is essential to maintaining a grant, and the Department of Revenue has strongly suggested filling this position for the A&T grant. Mary added that this would provide a smooth transition for the new assessor coming in on January 1, 2009. The Board gave its consensus to proceed with the request.

\* Contracts/Grants - See agenda for details.

**B. O. 08-612** - Consideration of approval of a Release & Hold Harmless Agreement between Yamhill County and the Housing Authority of Yamhill County for the pole barn at 600 NE Galloway Street.

Kathy moved approval of the agreement. The motion passed, Mary and Kathy voting aye.

Mary presented a request from Sheriff Crabtree to use \$8447 in contingency funds to replace the two main water heaters in the Restitution Center addition of the jail. She said that this is the lowest of the three quotes received and all of the jail's budgeted funds have been allocated for the remodel project.

John K stated that the Sheriff's beginning balance was almost \$200,000 greater than what was budgeted, so there should be no need to use contingency funds for this project. He noted that the Sheriff can come back at the end of the year to request additional funds if necessary.

**MINUTES**

**INFORMAL SESSION**

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**September 15, 2008**

2:00 p.m.

MS\_\_LL\_\_KG\_\_

\* Refunds - See agenda for details.

\* Economic Development - Authorize a payment of \$3000 from the Economic Development Fund to the Carlton Business Association for beautification of the downtown Carlton area.

Mary presented a letter from the McMinnville Economic Development Partnership requesting \$10,000 from the Economic Development Fund and stated that there is no need to put it on the agenda because it was already budgeted.

\* Resolution - Consideration of approval of Resolution 08-9-17-1 proclaiming the week of September 17-23, 2008 to be Constitution Week, as continued from September 10, 2008.

United Way - The Board discussed the possibility of posting an informational DVD from United Way on the county's intranet and agreed not to do so because it would open the door for other organizations.

The Board recessed to executive session at 2:29 p.m. pursuant to ORS 192.660(2)(d) for the purpose of discussing real property transactions. The meeting reconvened at 3:11 p.m. with no final decisions made and the sense of the Board conveyed to staff.

Leases - Kathy moved to grant a \$450 credit against the September rent amount from Executive Mortgage and to reduce the rent for November 1, 2008, through October 31, 2009, by \$50/month if the lease is renewed by Executive Mortgage. The motion passed, Mary and Kathy voting aye.

Mary moved to deny a request to renew a lease with Steve Rice for a hunting cabin located on property adjacent to the closed Whiteson Landfill. The motion passed, Mary and Kathy voting aye. Mary explained that the Board has many concerns regarding the previous arrangement and does not feel that it would be in the best interest of the county to continue the arrangement.

The meeting adjourned at 3:14 p.m.

Anne Britt  
Secretary