

**YAMHILL COUNTY  
ROAD IMPROVEMENT ADVISORY COMMITTEE**

**MINUTES**

Wednesday, November 10, 2021

PUBLIC WORKS ZOOM

6:00 PM

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<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>STAFF PRESENT</b>
Gordon Cook, Chair Bruce Hubbard  Michal Wert Adam Zabinski Rocky Losli Tony Roos Jeff Brown	Dave Hanson	Mark Lago, Director Casey Kulla, Commissioner  Catherine Lindberg, Recording Secretary

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**Opening of Regular Meeting**

The meeting was called to order at 6:05 p.m. by Vice Chair, Adam Zabinski.

**Roll Call**

Members were present as noted above.

**Approval of July and September Minutes**

Motion by Ms. Wert to approve Minutes, seconded and carried.

**Sheriff's Report**

None.

**Commissioner's Report**

- Commissioner Kulla discussed the efficacy of the county's COVID booster program.

**Director's Report**

- Fifty-year employee, Road Division Manager Roy Panschow, retired and after application and interviews, 21-year employee (currently an HEO) Gordon Tjaden was promoted to Road Division Supervisor.
- Two current Utility workers, Randy Cantrell and Pete Jensen, were promoted to MEOs, so the department will soon be interviewing and hiring Utility workers, with the goal of having 20 crew members.
- A comprehensive training policy has been drafted for all crew positions (Utility, Medium Equipment Operators (MEO) and Heavy Equipment Operators (HEO)) in collaboration with union representatives, to make sure there is consistent training and opportunities for advancement. Mr. Zabinski suggested a library with training videos, while Mr. Roos inquired about training refresher or continuing education opportunities.
- There will be first aid/CPR training for the department on 12/3/21.
- The department has switched to winter hours of five eight-hour days per week (from four tens). A rotation of administrative staff keeps the front office open from 7 a.m. to 5 p.m. Crew leaves at 3:30 p.m.
- Director Lago has implemented an "on-call" rotation requirement for all MEOs and HEOs, providing a truck equipped for emergencies for the on-call employee to drive home. This was necessitated by the fact

that willing crew members had decreased to the point that it was hard to enlist someone to take after hours call-outs.

- Director Lago presented an “equipment rodeo” for the crew with training stations, so they were tested on excavator skills, vehicle inspection and tire chain installation.
- Four roads have been submitted to ODOT for a speed study for reduced speed: Albertson, Bald Peak, North Valley and Bell Road. Two solar radar (speed) signs have been ordered for Bell Road and will be installed in the next couple of weeks with location advice from the Sheriff’s Dept. Investigations for a 3-way stop at Albertson and Bald Peak, and a 4-way stop at Kings Grade and Bald Peak are being conducted.
- The Albertson Road blue sign kiosk for “Dewey Corners” has been installed.
- The North Valley virtual town meeting, a collaboration between the Public Works Department and Kittleson (the engineering firm which conducted preliminary design concepts and associated construction cost estimates) solicited and received public comment about phased improvements. There was support for speed reduction, drainage improvement and rumble strips. However, some comments opposed rumble strips because of pedestrians and cyclists. Mr. Roos will generate a report after comments close.
- Albertson Road must be rebuilt, as many roads paved in the past ten years will have to be, in order to repair the base and add 3½-4” of asphalt. 30% of the top needs full depth reclamation. Other recently paved county roads that need significant repair and may be bundled with ODOT projects are Worden Hill, Kuykendall, Kings Grade, Earlwood and Starr Quarry.
- There will be a kick-off meeting with the engineering firm, Tetra-Tech, the Parks Dept, Planning Dept, YC Soil and Water, and the Greater Yamhill Watershed to work on the Mercury TMDL mandate.
- RFP for Deer Creek Park bridge has gone out. Proposals are due November 18. Federal funds are available for 2023 construction. RFP for Gopher Valley being drafted.
- Culvert (8-10 ft) on Mineral Springs is rusted on the bottom and needs to be repaired or replaced to USFW regulations. Possible fix will be to keep the culvert and pour a concrete bottom.
- Re: the Carlton water project, pavement on Meadow Lake is partially completed, while the Panther Creek asphalt is finished. Striping is expected to be done when the weather is drier.
- FEMA is reviewing the department’s application for reimbursement for the February ice storm.
- Director Lago met with ODOT representatives to discuss phase2A/2B of the Newberg-Dundee bypass, projected to begin in 2023 with \$32M from the American Rescue Plan Act (ARPA).

## **New Business**

### **Additional Items**

Member Rocky Losli initiated discussion about safety issues at Red Hills and Stillers Mill at Hwy 240. He also expressed concerns about overgrown brush on North Valley before Chehalem Dr. which obstructs the caution light.

### **Next Month Proposed Agenda**

GFU Presentation

2022-23 CIP list

Budget—Five-year CAPS plan

### **Adjournment**

Meeting was adjourned at 7:57 p.m. on motion by Michal Wert, seconded, carried. The next regular meeting is scheduled for 6:00 p.m. December 9, 2021 in the Public Works building, via Zoom meeting.