

BOARD ORDERS AND MINUTES
IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON
FOR THE COUNTY OF YAMHILL
SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY (“the Board”) sat for the transaction of county business in formal session on July 16, 2020, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Casey Kulla, Mary Starrett and Richard L. “Rick” Olson being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel, Justin Hogue, Business Services Director; Joe Moore, Facilities Manager and Keri Hinton, BOC Staff

Welcome! Due to COVID-19 and social distancing requirement, attending the meeting is discouraged. The public can view the meeting via YouTube link on the Yamhill County Meetings page. <https://www.co.yamhill.or.us/meetings>. See below for instructions regarding submitting general public comment or comments on agenda items.

A. CALL TO ORDER

Commissioner Kulla called the meeting to order at 10:00 a.m.

B. FLAG SALUTE

C. PUBLIC COMMENT: *Due to COVID-19 and social distancing requirements, we encourage anyone wishing to submit general public comment or comments on agenda items to do so in written format via email at bocinfo@co.yamhill.or.us or by mail at 535 NE Fifth St., McMinnville, OR 97128. Any comments received prior to the meeting will be shared with the Board of Commissioners and submitted to the record.*

There was no public comment received.

D. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 10:00 a.m.

1. Work Session-

a. SERA space needs analysis findings – Justin Hogue
SERA staff provided the final findings summary for the space needs analysis and the property condition assessment for county facilities. The facility condition assessment showed conditions and deficiencies on 19 county owned properties. The space needs assessment reflected the departmental needs according to a building’s usage, efficiency and its ability to meet program functions and growth through 2035. Discussion included recommendations for adjacency and consolidation which would entail the reassignment of associated services to the

same building space to increase efficiency and accommodation. In the short-term response to the pandemic, reorganized floor plans and workspace barriers have been integrated to comply with social distancing guidelines as well as the adaptation of telework for service delivery. The consensus of the Board was to schedule another work session to further discuss the space needs analysis and options.

b. End of work session

E. CONSENT AGENDA: None.

F. OLD BUSINESS: None.

G. OTHER BUSINESS (Add-ons and non-consent items):

1. **B.O. 20-225** - Consideration of an agreement between Yamhill County Health and Human Services and the Willamina School District to provide behavioral health counseling for the 2020-21 school year, not to exceed \$58,231.26, effective September 2020 through May 2021.

Commissioner Starrett moved approval of item G1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-226** - Consideration of approval of the purchase of Bitdefender Network Traffic Security Analytics (NTSA) hardware and licenses from TechHeads in the amount of \$26,689.

Ken Huffer stated this Bitdefender program is in addition to the current Bitdefender system providing network protection. Commissioner Olson moved approval of item G3. Christian Boenisch recommended that this item be approved subject to the final review and approval by county counsel. Commissioner Olson amended his motion to include the recommended language by Mr. Boenisch. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

3. **B.O. 20-227** - Consideration of approval of an agreement between Yamhill County and FFA Architecture and Interiors, Inc. for the remodel of the District Attorney's Office as part of the 2020-21 Capital Improvement Plan as previously approved by (B.O. 20-95) in the amount of \$28,790.

Mr. Huffer clarified this will allow for architectural redesign services for the remodel of the D.A.'s Office. Commissioner Kulla moved approval of item G3. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

4. **B.O. 20-228** - Consideration of approval of grant agreement #34342 between Yamhill County and the Oregon Department of Transportation/Rail and Public Transit Division 5339 for the purchase of five transit buses in the amount of \$999,969 in grant funds with a match in the amount of \$176,465 for a total project cost of \$1,176,434.

Commissioner Olson moved approval of item G4. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

5. **B.O. 20-229** - Consideration of approval of the purchase of five (5) Category A transit vehicles from Complete Custom Coachworks in the amount of \$1,800,197.90.

Commissioner Olson moved approval of item G5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. **B.O. 20-230** - Consideration of approval to accept the resignation of Patrick Johnson and appoint Stephanie Findley to the Parkway Committee to complete the remainder of Mr. Johnson's term through January 15, 2023.

Commissioner Kulla moved approval of item G6. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

7. **B.O. 20-231** - Consideration of approval to accept the resignation of Fred Testa and appoint Brad Hessel, representing the Oregon State Police position, to the Local Public Safety Coordinating Counsel (LPSCC) to complete the remainder of Mr. Testa's term through July 2022.

Commissioner Olson moved approval of item G7. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

8. **B.O. 20-232** - Consideration of thirty (30) day extension, retroactive to July 4, 2020, of the current COVID-19 Paid Administrative Leave Policy. Policy will expire upon the termination of the state of emergency declared by the Governor of Oregon or August 4, 2020, whichever occurs first unless extended by the Board of Commissioners.

Mr. Huffer noted this is a 30-day extension of the Paid Administrative Leave current policy, retroactive to July 4th. Commissioner Olson recommended that the policy be extended to September 3 (60 days). Commissioner Kulla moved approval of item G8, amended to extend the policy to September 3, 2020. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

H. PUBLIC HEARINGS: None.

I. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county's website, <https://www.co.yamhill.or.us/content/board-commissioners-committees>, or call the Board of Commissioners' office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).

2. For questions regarding accessibility or to request an accommodation contact the Board of Commissioners' office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at bocinfo@co.yamhill.or.us

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county's website: <https://www.co.yamhill.or.us/meetings>

Following Commissioner announcements, the meeting adjourned at 11:35 a.m.

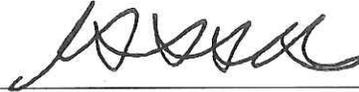
Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

CASEY KULLA



Commissioner

MARY STARRETT



Commissioner

RICHARD L. "RICK" OLSON

Accepted by Yamhill County
Board of Commissioners on
10/22/2020 _____ by Board Order
20-368