

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 combined session on January 28, 2021, at 10:00 a.m. in a meeting via Zoom, Commissioners Mary Starrett, Lindsay Berschauer and Casey Kulla being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Todd Sadlo, Senior Assistant County Counsel; Lindsey Manfrin, HHS Director; Cynthia Thompson, Transit Manager; Carrie Martin, Grants and Special Projects and Keri Hinton, BOC Staff (via Zoom)

Guests (via Zoom): Abisha Stone, SEDCOR; Sonny Chickering, ODOT Regional Director; Philip Higgins; Becky Wolf; Sheila Barnes; Chelsea Janzen; Carol Foley; Patty Williams; Erin Chen; B. Flan; Sally Goddard; Beth Caster; Patricia Faye Marshall; Pam Kirsch; Mary Beth Branch; Kris Bledsoe; Diane; Carla; Jeff D. and Tim.

Welcome! Due to COVID-19 and physical distancing requirements, attending the meeting is discouraged. The public can view the meeting via the 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 Starrett called the meeting to order at 10:00 a.m.
- B. **FLAG SALUTE**
- C. **CALENDAR SESSION:** This time is reserved for the review of the commissioner’s joint schedule (if needed). There was no calendar session.
- D. **PUBLIC COMMENT:** *Due to COVID-19 and physical distancing requirements, anyone wishing to submit general public comment or comments related to a specific agenda item may 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.*

Commissioner Starrett acknowledged public comments received related to agenda item I2 and COVID-19.

E. 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. None.

F. DEPARTMENT UPDATES:

1. HHS COVID-19/Vaccine Update – Lindsey Manfrin reviewed the current COVID-19 outreach community efforts and discussed vaccination allocations and distribution schedules.

2. SEDCOR Quarterly Update/End of Year 2020 Report - Abisha Stone reviewed the regional economic development impact report as part of the 2020 year-end report (Exhibit "A"). She provided an overview of regional economic impacts to business losses and unemployment resulting from social and environmental disasters including wildfires, political unrest, and the COVID-19 pandemic. She discussed economic development recovery grants for the small business community and touched on recovery projects such as broadband expansion and childcare programs.

G. CONSENT AGENDA:

Commissioner Kulla moved approval of the consent agenda. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

1. **B.O. 21-44** - Approval of the Service Element Prior Authorization (SEPA) Unit #41111794 under Agreement #157846 between Yamhill County Health and Human Services and the Oregon Department of Human Services (B.O. 19-221) for the financing of Community Developmental Disabilities Services in the amount of \$5,000,000, retroactive from July 1, 2019 through June 30, 2021.

2. **B.O. 21-45** - Approval to reappoint John Nyberg to the Fair Board for a three-year term to expire on September 21, 2023.

H. OLD BUSINESS: None.

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

1. **B.O. 21-46** - Consideration of funding the 2021-23 Statewide Transportation Improvement Discretionary Funds (STIF) applications for transit proposal for the Yamhill County and Benton County 99W Transit Corridor Pilot project.

Commissioner Kulla moved approval of item I1. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

2. Discussion of the Yamhelas Westsider Trail.

The Board held discussion with staff and ODOT Regional Director, Sonny Chickering regarding the current standing of ODOT grant agreements related to the Yamhelas Westsider Trail. Christian Boenisch advised that discussions and questions should be limited to the grant

agreements and not include substantive issues related to the LUBA remand. Mr. Chickering summarized the current standings of invoices and reimbursement payments; he also touched on grant repayment scenarios in the event the corridor project and agreements were terminated. After further questioning and discussion, Mr. Huffer reflected on staff's efforts to ensure the feasibility of the trail project and avoid exposure or risk to the county while maintaining agency relationships. Mr. Sadlo added that staff had conducted discussions with a majority of support from the Commissioners to pursue the trail project in good faith. Mr. Boenisch noted that any consideration of moving towards discussions with ODOT regarding extending the Connect Oregon VI grant would be contingent on the Board's decision surrounding the remand.

The meeting was recessed at 1:16 p.m. and reconvened at 1:26 p.m.

Ken Huffer noted that any alternate routes outside of the corridor would be subject to due process including funding, environmental reviews, right-of-way permits and other land use processes to review the viability of a reroute. Mr. Chickering cautioned against any conversations with private landowners regarding private acquisitions as it may affect federal funding. Mr. Boenisch stated that mediation as part of the land use process to resolve the remand is an option on the table. Commissioner Berschauer made a motion to withdraw the land use application for the current trail design for the right-of-way. Commissioner Starrett asked County Counsel to find a workaround to separate the bridge from the remand, which Mr. Boenisch noted could be challenged by the opponents as well and require repayment of grant funding to ODOT. Commissioner Berschauer withdrew her motion pending inquiry of the opponent's willingness to mediate. The consensus of the Board was conveyed to staff to reach out to the opponents to initiate mediation for a desire to complete the Stag Hollow Bridge and to explore the completion of the bridge without further trail development. The agenda item was tabled until next week. No action was taken.

3. Discussion of restaurant licensing fees.

Commissioner Starrett addressed a proposal for the county to cover costs of 2021 restaurant license fees. Ken Huffer asked the Board for their feedback on a grant proposal and discussed funding resources. The collected fees offset Public Health staff inspection expenses. The consensus of the Board was to direct staff to do further proposal inspection. There was no action taken.

4. Discussion of dog control late fees.

Commissioner Starrett opened discussion regarding dog licensing late fees. She noted that dog owners in need of fee assistance may contact Homeward Bound to inquire about low cost licensing vaccinations to avoid late licensing fees. The Board and staff discussed ordinance amendment to waive licensing late fees for a limited duration due to dog owner's pandemic financial hardship. The consensus of the Board was to direct staff to revise the dog control ordinance as directed and be brought back to the Board for further discussion next week. There was no action taken.

5. **B.O. 21-47** - Consideration of submitting a letter of support for HB 2243, introducing sideboards onto the Governor's emergency powers.

Commissioner Kulla stated this bill would require justification of emergency executive orders and extensions made thereafter. After discussion, Commissioner Kulla moved approval of item I5 as amended. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

J. PUBLIC HEARINGS:

1. Docket #FT-13-20: An appeal of the Planning Director's approval of a forest template dwelling, Tax Lot: 5435-600. Applicant: Catherine Wright representing Loyola Heights, LLC.; Appellant: Dennis Brutke. *[Continued from November 12, 2020].*

Commissioner Starrett opened the public hearing at 3:04 p.m.

Commissioner Kulla moved approval to continue the meeting to February 25, 2021. Stephanie Armstrong stated the parties were in mediation and close to a resolution. After discussion, the motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

Commissioner Starrett closed the public hearing at 3:05 p.m.

K. 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 3:11 p.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair MARY STARRETT



Commissioner LINDSAY BERSCHAUER



Commissioner CASEY KULLA

Accepted by Yamhill County
Board of Commissioners on
2/25/21 by Board Order
21-74

EDAC Report – 2020 A Year in Review

To overuse a phrase - 2020 was an unprecedented year. As we enter 2021, the work before us will be to set a course for recovery. This report offers a recap of the impacts of the events of 2020 with a specific focus on traded sector businesses and employment.

COVID-19 Executive Orders & Business Impacts (*Reference attached PPT):

On March 8th, 2020 Governor Brown officially declared a state of emergency due to the COVID-19 pandemic. Seven days later, we saw the first executive order issued (EO 20-07), limiting the number of people gathering in public, private, religious and leisure venues, and prohibiting on-site consumption of food and beverage at dining institutions. This order signified the first major impact to businesses by way of procedural change-of-service orders and business closures. One resulting impact was a 15.5%* loss of employment (total adjusted loss) between February of 2020, when the unemployment rate was at 3%, and April of 2020 when the unemployment rate hit 13.2%* in Yamhill County. The leisure and hospitality industries were most hard hit.

By May 14th, progress had been made in slowing the recordable spread of COVID-19 and executive order 20-25 was issued, implementing a phased reopening (later replaced by EO 20-27 on 6/5/20). In May, the Employment Department tracked a 2.1%* increase in employment. That trend continued into June with a 4.2%* total increase. With a consistent designation of "Extreme Risk" ([Oregon COVID-19 Public Health Indicators - Oregon Health Authority COVID-19 | Tableau Public](#)), Yamhill County businesses have consistently been under the most rigid change-of-service and closure orders issued by the State. Subsequently we have not seen an employment increase over 0.06% for any one month since June.

On November 17th, amidst rising COVID-19 case counts, the Governor's Temporary Freeze Order (EO 20-65) was issued. With this order came more change-of-service and business closure directives and a resulting 0.5%* loss of employment in November (December numbers have not yet been published). The deepest impact was felt by the leisure and hospitality industry as well as indoor fitness, indoor/outdoor event spaces, museums, movie theatres and zoos.

COVID-19 Business Resources:

On March 27th, Congress passed the Federal CARES Act, providing funding to support State efforts to battle the impacts of COVID-19, and direct payments to individuals (among other things). In April, Yamhill County's first business grant program was stood up by the City of Newberg, who offered grants of up to \$2,500 for businesses impacted by COVID-19 (total of \$140k). On April 30th, the Yamhill County Board of Commissioners committed \$250k (from O&C Funds) to businesses impacted by the pandemic, by way of \$2,500 individual business grants, through the Immediate Relief Grant Program (IRGP). Shortly thereafter, the Small Business Administration opened both the PPP and EIDL loan programs to small businesses.

In May, Travel Oregon opened their industry focused grant program. Several other grant programs carrying an industry specific focus were hosted - such as the program offered through the Oregon

Restaurant and Lodging Association (ORLA). In this report, I am not able to capture all those programs, but I aim to highlight the most impactful ones for Yamhill County businesses.

Also, in May, SEDCOR partnered with Marion County (EcDev), The Council of Governments (COG) and Willamette Workforce Partnership (WWP) to submit a grant application to Business Oregon for a regional business grant program. In response, we were awarded three separate grants which resulted in three separate regional (3-county) business grant programs, for a total of \$1,092,000 in impact.

1. 7/27/20 - \$57,500
2. 8/31/20 - \$350,000
3. 10/20/20 - \$684,500

In November, the YC Board of Commissioners committed another \$500,000 in business grants. This program was titled, COVID-19 Response + Recovery Grant Program #2. The City of McMinnville was also awarded B.O. Round 3 funds and they hosted their own grant program in September/October. Very shortly thereafter, Business Oregon hosted Round #4 of their business grant program on a statewide level (\$22mm) and Governor Brown issued \$55mm for statewide business support (also referred to as Round 5 funding). Yamhill County's disbursement was \$1,439,532. In response, the County hosted their final 2020 grant program - the COVID-19 Response + Recovery Grant Program #3 (late December). In total, the County issued 403 individual business grants in 2020, ranging between \$2,500 and \$15,000.

Between April and December of 2020, the total state and county disbursements to Yamhill County businesses were:

- Yamhill County hosted programs = \$2,323,172
- City of Newberg hosted program = \$140,000
- WWP hosted programs = \$591,150
- McMinnville hosted program = \$52,000
- Business Oregon Round 4 (self hosted) = unpublished*

Total - \$2,323,172*

To close the year, President Trump signed the second COVID-19 Aid Bill, refunding business support programs such as PPP and EIDL.

2020 Fire Season and Political/Civil Unrest:

2020 also brought one of Oregon's worst fire seasons on record and a prolonged period of civil unrest. The Chehalem Bald Creek Fire brought this disaster into our county's backyard, literally. From a human perspective, these fires came at a tough time for our communities as families were working to adopt distance learning and many were suffering from lost of work or other impacts of the pandemic. From a business perspective, the greatest impact was felt in the wine industry with a threat of smoke damage (smoke taint) to the 2020 wine grape crop and a significant decrease in field workers to expedite harvest in order to mitigate that loss/damage. Fire season also hit at a critical time for our, hospitality, winery and foodservice industries, as the reopening plan was being implemented across the state, and patronage had been increasing. The "apocalyptic fire cloud" (as it is being referred to) forced people back indoors. As with all disasters, we often find positive unanticipated impacts and, in this case, the

regional hotel network was filled with fire refugees – for some this total occupancy lasted for weeks, if not months.

The civil unrest we saw playing out in our major cities also had a widespread impact on our business community. The impact in Yamhill County is not easy to quantify but we would be remiss to not consider the layering of impacts to our main street businesses. In June of 2020, Forbes magazine reported that May e-commerce sales were up 77% and there was evidence indicating that COVID inspired purchasing trends (shift to online purchasing) would be sustained after the pandemic. Concerns of encountering protestors and air quality impacts from the fires, further drove shifts to online purchasing.

Business Impacts:

Traded Sector

- Many businesses reported short term revenue impacts with full recovery by November
- Consistent issues with employee recruitment
 - Some speculation that increased unemployment compensation was disincentivizing a return to work
 - Some industry partners adjusted work schedules to accommodate families who were adapting to distance learning
 - Two significant workforce development childcare programs are underway to address employee need
- Several industries aced interruptions with supply chain during 2020 – fears of repeats going into 2021. Low material supplies in some industries due to shipment delays and international production volume decreases
- Many reported decreased throughputs due to social distancing measures - creating additional pressures and costs
- Nonetheless, we continue to see businesses investing in new equipment and facility expansions

Main Street

- Businesses faced with significant impacts to revenues with expectations for continued impact through current and future closure & change-of-service orders
- Anecdotally we know that a fair number of businesses have closed – we will not have final reports on total 2020 business closure numbers for several months
- Several companies who laid off employees were not able to resecure those same high-quality employees when they reopened their doors
- Many reported are utilizing grant programs, rent assistance and SBA loan programs

2020 Regional Entrepreneurial Support Summary (Provided by Mike White with OEN):

The New Staff grant generously provided by the Murdock Trust supports the role of Mike White, Mid-Valley Venture Catalyst. This role is part of the Launch Mid-Valley Initiative (LMVI), a local economic development initiative focused on innovation and entrepreneurship in Marion, Polk, and Yamhill

Counties. The LMVI is a collaboration among economic development leaders in these counties, including:

- City of Salem
- City of Dallas
- City of Woodburn
- City of Newburg
- City of Independence
- Marion County
- McMinnville Economic Development Partnership (MEDP)
- Chemeketa Small Business Development Center (SBDC)
- Strategic Economic Development Corporation of Oregon (SEDCOR)

Since our last updated report, Mike pivoted in the middle of the COVID-19 pandemic to engage entrepreneurs virtually by providing business education and networking opportunities, while still meeting with entrepreneurs 1 on 1 to provide business advising. Once COVID case numbers went down and the community of entrepreneurs were ready to meet in person, Mike put together some in-person meetings in a safe environment for participants to engage.

Mike launched two 'Coffee Club for Startups,' chapters that each meet once a month in Salem and McMinnville. We are anticipating that there will be a LatinX based 'Coffee Club for Startups' based in Woodburn that will be launched in December or early first quarter of 2021 given COVID lockdowns and/or restrictions.

Since June, Mike has completed 10 'Coffee Club for Startups' in both Salem and McMinnville where a total of 80 attendees. Mike was able to obtain coffee sponsorship from First Federal Credit Union for the McMinnville Chapter.

Mike completed two 'PubTalks' in person at local businesses that provided a safe place to social distance. We had about 40 attendees total between these two events. The 'PubTalk' in September had three guest speakers that talked about "Leadership during COVID" and the 'PubTalk' in October had two guest speakers that talked about an "Update on the Cannabis Industry."

The Mid-Valley Angel Fund is on its last stage of development. Mike raised \$50,000 for this first-year fund and help make investments into 3 startups. The next round of Angel Workshops are in development and will start raising investment for the second-year fund early 2021. Working with local Latino business leaders, there is very strong interest in launching a Latino based angel fund that helps seed fund Latino owned startups.

The capital landscape for early access to capital for entrepreneurs from traditional banks is non-existent. Mike is building a local program with a couple community banks that are willing to pilot a program to give out micro-loans to startups in pre-revenue stage. Mike is creating an onboarding process with these banks and the Chemeketa SBDC so there is a long-term relationship and management process.

Yamhill specific startup story: Mike worked with a startup from concept to launch. This startup has 12 part-time employees on payroll and doing about \$25K in monthly revenue all in one year of work.

Finally, Mike has been working with a separate community bank that has a community foundation that has a high interest in starting a social impact accelerator. Graduates of this program will have up to \$10,000 in grant dollars for their startup. This program proposal is in stage one and we are anticipating adoption by second quarter 2021.

What's ahead of us?

Our Main Street businesses (Retail) have been, and continue to be, most hard hit by the pandemic in terms of lost revenue and potential for long term closures. One area of concern for all businesses across the full spectrum, is in talent recruitment. With a mass closure of retail businesses, we are left with a potential workforce that may face obstacles to reemployment, including a lack of skills to transition to a different area of work. When/as they do return to work, they will be faced several challenges, one being a shortage of licensed childcare options. Yamhill County was a childcare desert going into 2019, which was exacerbated by the closure and downsizing of a significant number of licensed childcare facilities (home and center-based).

Broadband expansion continues to be an area of focus for recovery, in addition to the availability of industrial lands for business recruitment and expansions.

With a new presidential administration in place, we are not sure of what resources may be made available to our business partners or individual jurisdictions, to address the growing list of needs. SEDCOR is poised to harness those resources as they are made available and will continue to keep the BOC informed as programs emerge.

Respectfully submitted,

Abisha Stone
SEDCOR
Yamhill County Economic Development Manager

Executive Order References:

Red highlight denotes orders with direct business impacts

12/17/20 [Executive Order 20-67: Fifth Extension of Executive Order 20-03 and COVID-19 State of Emergency](#)

12/2/20 [Executive Order 20-66: Risk and Safety Framework: County-By-County Metrics-Based Approach to Controlling COVID-19 Transmission to Conserve Hospital Capacity and Protect Human Health and Human Lives](#)

11/17/20 [Executive Order 20-65: Temporary Freeze to Address Surge in COVID-19 Cases in Oregon](#)

10/27/20 [Executive Order 20-59: Fourth Extension of Executive Order 20-03 and COVID-19 State of Emergency](#)

10/23/20 [Executive Order 20-58: Enhanced Health and Safety Requirements for Certain Employer-Provided Housing During Agricultural Off Season in Response to Coronavirus \(COVID-19\) Outbreak](#)

9/28/20 [Executive Order 20-56: Temporary Moratorium on Residential Evictions for Nonpayment, in Response to COVID-19 and Wildfire Emergencies](#)

9/1/20 [Executive Order 20-38: Third Extension of Executive Order 20-03 and COVID-19 State of Emergency; Rescinding Executive Order 20-16](#)

8/31/20 [Executive Order 20-37: Extending House Bill 4204's Mortgage Foreclosure Moratorium until December 31, 2020](#)

7/30/20 [Executive Order 20-30: Extending state of emergency](#)

6/24/20 [Executive Order 20-29: K-12 Instruction](#)

6/12/20 [Executive Order 20-28: Higher Education Operations](#)

6/5/20 [Executive Order 20-27: Replacing EO 20-25](#)

5/14/20 [Executive Order 20-25: Implementing a Phased Reopening](#)

5/1/20 [Executive Order 20-24: Extending COVID-19 state of emergency from Executive Order 20-03](#)

4/27/20 [Executive Order 20-22: Allowing non-urgent medical procedures](#)

4/23/20 [Executive Order 20-19: Extending restrictions on childcare facilities from EO 20-12](#)

4/17/20 [Executive Order 20-18: Protecting Recovery Rebates from Garnishments](#)

4/17/20 [Executive Order 20-17: Extending Higher Ed Closure](#)

4/15/20 [Executive Order 20-16: Keeping Local Government Working](#)

4/7/20 [Executive Order 20-15: Extending Executive Order 20-06](#)

4/7/20 [Executive Order 20-14: Extending Executive Order 20-07](#)

4/1/20 [Executive Order 20-13: Strengthening Eviction Protections](#)

3/23/20 [Executive Order 20-12: Stay Home, Save Lives](#)

[Executive Order 20-12: Summary](#)

3/22/20 [Executive Order 20-11: Eviction moratorium](#)

3/19/20 [Executive Order 20-10: Conserving personal protective equipment \(PPE, including gowns, masks, and gloves\) and protecting health care workers](#)

3/19/20 [Executive Order 20-09: Suspension of higher education in-person instruction](#)

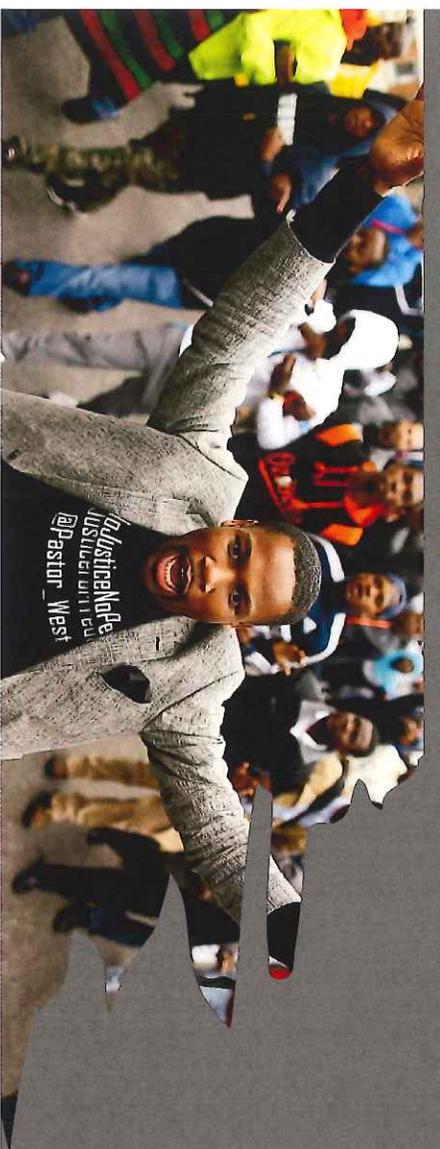
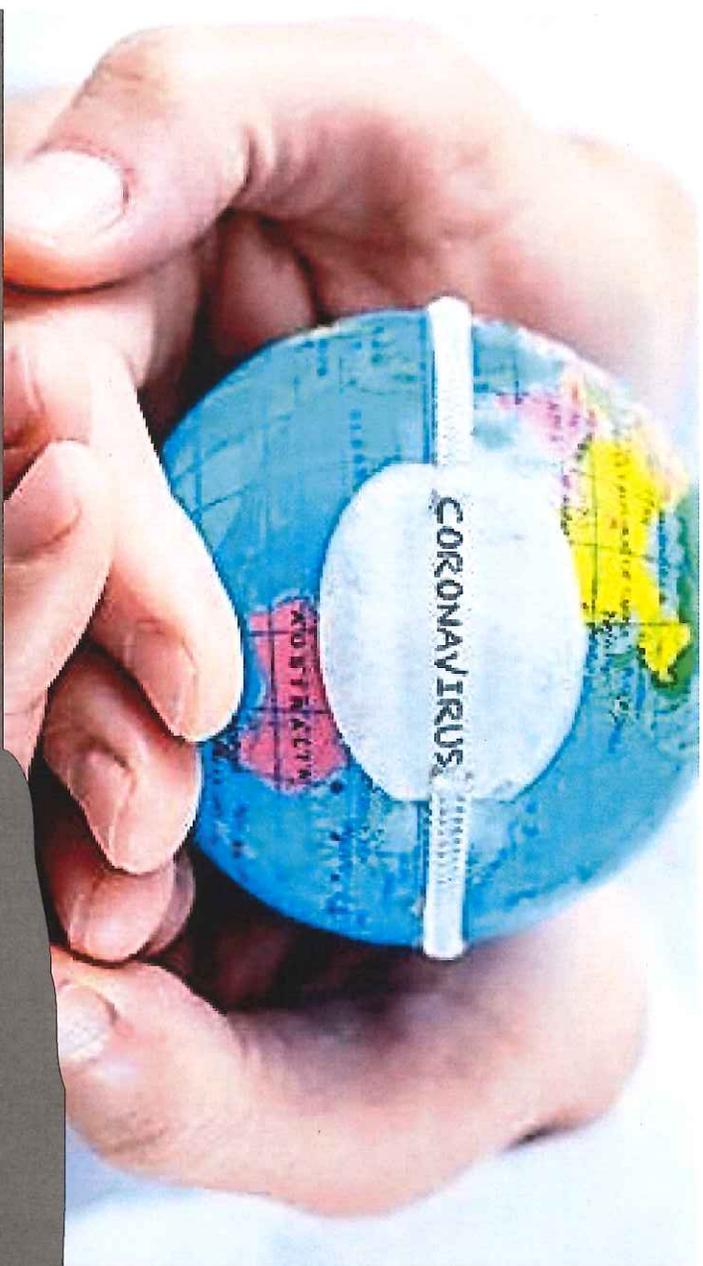
3/17/20 [Executive Order 20-08: Closure of schools](#)

3/17/20 [Executive Order 20-07: Limiting gatherings to 25 people; prohibiting dine-in](#)

3/17/20 [Executive Order 20-06: Declaration of abnormal disruption to market](#)

3/12/20 [Executive Order 20-05: Prohibiting large gatherings](#)

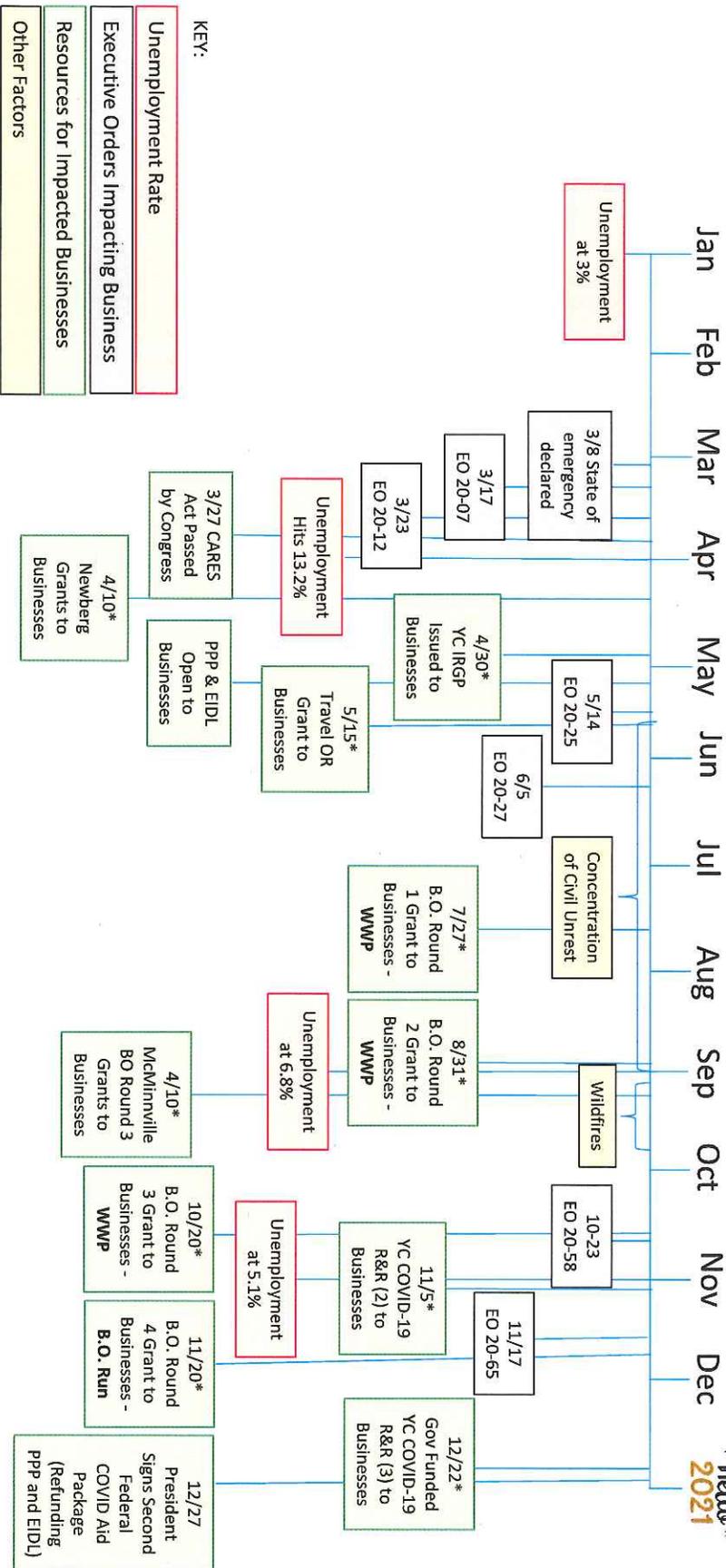
3/8/20 [Executive Order 20-03: Declaration of emergency due to COVID-19](#)



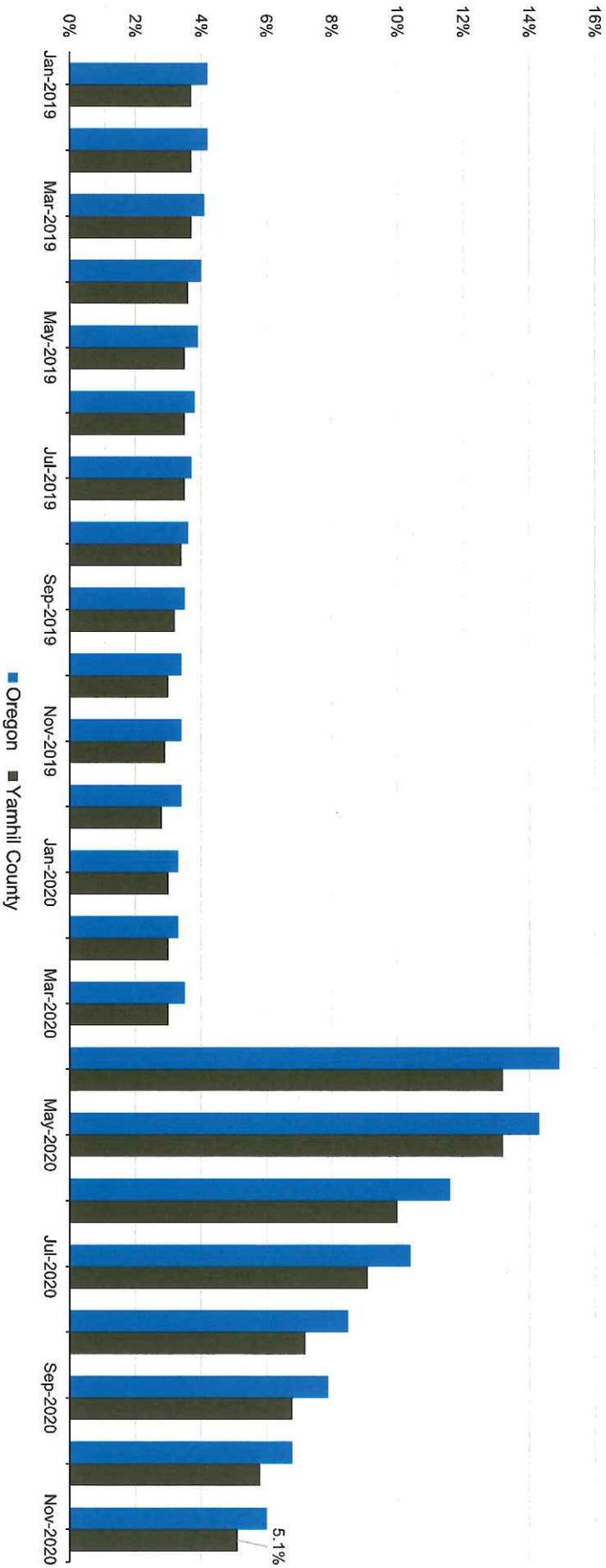
Yamhill County

2020 - A Year in Review

YAMHILL COUNTY COVID-19 IMPACT REPORT



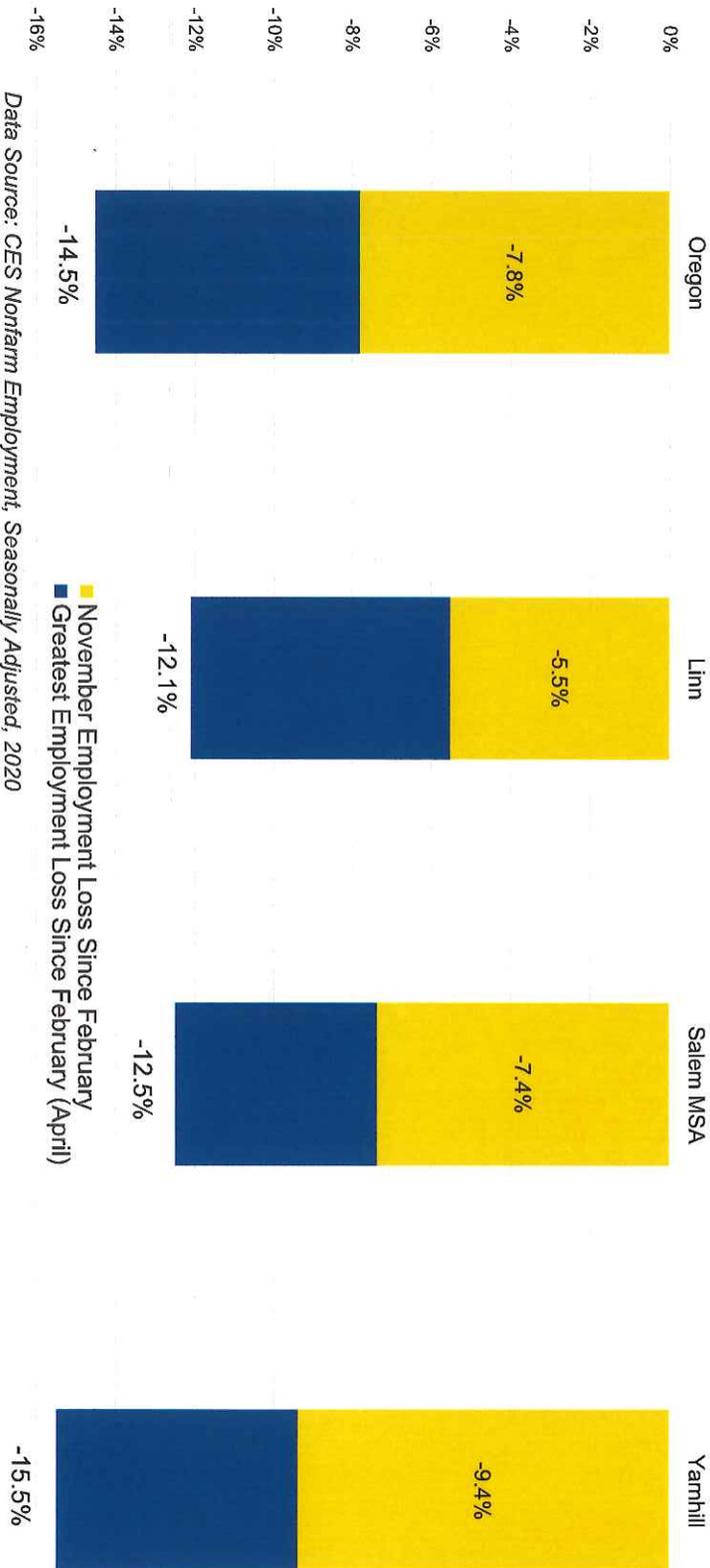
Unemployment Rate Seasonally Adjusted



Employment Change, Yamhill County
 November 2019 to November 2020
 (Not Seasonally Adjusted)



Employment Loss Seasonally Adjusted



Data Source: CES Nonfarm Employment, Seasonally Adjusted, 2020

■ November Employment Loss Since February
■ Greatest Employment Loss Since February (April)

B.O. 21-74
Exhibit "A"

Employment Change (Yamhill County) 2019 to 2020, Year-over-year

