

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 October 20, 2022, at 10:00 a.m. in Room 32 of the courthouse and a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Casey Kulla and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Mark Lago, Public Works Director; Keri Hinton, County Clerk; Kara Wanner, Clerk’s Office. Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests via Zoom: Tom Hammer, Abisha Stone, Heidi McNelly, Janet Steerl, Geraldine Lefebvre, and Kit Johnston.

*Welcome! Thank you for attending today’s meeting. Public participation is encouraged. If you wish to address the Commissioners on any item not on the agenda, you may do so as part of the public comment period at the beginning of the meeting. If you desire to speak on any item, please raise your hand to be recognized after the Chair announces the agenda item. Please fill out a public comment card to indicate your intent to speak. NEW – Public participation also includes the ability to attend Formal Session via Zoom. For attendees that are attending the meeting via Zoom, the Chair will ask if any Zoom attendees wish to provide public comment in same manner as provided above. At that time, attendees will be asked to use the “raise hand” function in Zoom and staff will unmute the participant. Meetings will also continue to be available for view via a live stream on the Commissioners’ You Tube channel. Written public comments may be submitted via email at [boinfo@co.yamhill.or.us](mailto:boinfo@co.yamhill.or.us).*

**NOTICE:** All County buildings will be participating in the Great Oregon Shake-Out Earthquake Drill which will take place at 10:20 a.m. The BOC session will be recessed to allow staff to participate in the drill and will reconvene session at its conclusion.

**A. CALL TO ORDER:** Commissioner Berschauer 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).

The Commissioner’s reviewed the joint schedule for the week of October 24 – October 30, 2022. No other county business was discussed.

**D. PUBLIC COMMENT:** This time period is reserved for public comment on any topic other than: 1) agenda items, 2) A quasi-judicial land use matter, or 3) a topic scheduled for public hearing. The Chair may limit the length of individual comments.

Public comments were received via email regarding Measure 114 and Oregon Health Authority public health contracts.

**E. DEPARTMENT UPDATES:**

a. Clerk's Office – Keri Hinton

Keri Hinton reviewed license and permit updates; she addressed election trainings, procedures, and staff cross training.

The meeting was recessed at 10:22 a.m. to participate in the Great Oregon Shake Out Earthquake Drill and reconvened at 10:34 a.m.

b. SEDCOR Quarterly Report – Abisha Stone

Abisha Stone presented a third quarter overview of projects, grant programs. She updated the Board on the Barbara Roberts CTEC project stating the school is seeking gap funding. Lastly, she touched on the City of McMinnville's projected regional economic Three Mile Lane center.

**F. 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 – None.

**G. CONSENT AGENDA:**

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

Minutes

1. B.O. 22-324 - August 4, 2022; Formal/Informal Session;  
B.O. 22-325 - August 11, 2022; Formal/Informal Session;  
B.O. 22-326 - August 18, 2022; Formal/Informal Session; and  
B.O. 22-327 - August 25, 2022; Formal/Informal Session.

Contracts & Grants

2. B.O. 22-328 - Approval of the quote and purchase of 350 Windows 10 Enterprise licenses from TechHeads in the amount of \$44,257.50 for the 2022-23 fiscal year.

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**H. OLD BUSINESS:**

1. Consideration of approval of Amendment #9 to Agreement #169533 between Yamhill County and the Oregon Health Authority (OHA) for the financing of Public Health Services (B.O. 21-248) adding funding award in the amount of \$68,644.63. Retroactive to August 1, 2022 through June 30, 2023. *[Continued from October 13, 2022]*

The Board and staff entered discussion regarding Commissioner Starrett's concerns with OHA contract points regarding vaccine reporting and vaccine promotion of the COVID-19 vaccines. Commissioner Starrett asked for a point of order to table the item for further

discussion related to local interpretation of contract language. Commissioner Berschauer recommended delaying consideration of the contract pending further language review. After discussion, the consensus of the Board was to table item H1 pending further discussion and review. There was no action taken.

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

1. **B.O. 22-329** - Consideration of approval and submission of the 2022 Habitat Conservation Plan Annual Compliance report.

Commissioner Starrett asked about the lack of butterfly sightings and how it impacts the county's conservation efforts. Mark Lago responded that they continue to provide habitats for the species. Commissioner Kulla moved approval of item I1. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

2. **B.O. 22-330** - Consideration of approval in the matter of amending Board Order 22-304 to remove Tax Lot # R4401 03800 from the tax-foreclosed property auction list.

Christian Boenisch stated this tax lot will be removed from the auction list to potentially be sold back to a prior owner.

Commissioner Berschauer moved approval of item I2. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye,

3. **B.O. 22-331** - Consideration of approval of Resolution 22-10-20-1 in the matter of Opposing Ballot Measure 114. (Commissioner Starrett).

Commissioner Starrett moved approval of item I3 and read the Resolution by title only. The motion passed, Commissioners Berschauer and Starrett voting aye, Commissioner Kulla voting nay.

4. **B.O. 22-332** - Consideration of approval of the modification to the agreement between Yamhill County and Summit Strategies Government Affairs, LLC. for consulting services in the amount of \$125,400, retroactive to July 1, 2022 through June 30, 2023.

Commissioner Kulla moved approval of item I4. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

**J. PUBLIC HEARINGS:** None.

**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](mailto: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 12:40 p.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

LINDSAY BERSCHAUER

Unavailable for signature

Commissioner

CASEY KULLA



Commissioner

MARY STARRETT

Accepted by Yamhill County  
Board of Commissioners on  
3.9.23 by Board Order  
# B.O. 23-82