

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 April 6, 2023, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Kit Johnston, and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Jodi Gollehon, Assistant County Counsel II; Nicole Necas, BOC Staff. Nohely Barajas, Legal Assistant participated via Zoom.

Guests via Zoom: None.

*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 [cocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us).*

**A. CALL TO ORDER:** Commissioner Berschauer called the meeting to order at 10:01 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 April 10 – April 16, 2023. 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 the BOC appointments to the Advisory Parks Board. There were no other public comments received.

B.O. 23-276

E. **DEPARTMENT UPDATES:** None.

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

Committees

1. **B.O. 23-124** - Approval of the appointment of Lauri Stienbeck to the Yamhill County Ambulance Service Area Committee for a three-year term to expire on December 31, 2026.

Contracts & Grants

2. **B.O. 23-125** - Approval to accept the vendor selection of Zilla Corporation as recommended and to purchase two hundred (200) poles with anchors, brackets, wedges, slide hammers, and caps for \$51,065.15 including shipping.

3. **B.O. 23-126**- Approval to accept the vendor selection as recommended of Zumar Industries Inc. and to purchase two hundred (200) Bus Route Signs (16x24) and two hundred (200) Bus Stop ID Signs (9x16) for \$15,320.00 including shipping.

4. **B.O. 23-127** - Approval of the quote and purchase of laptop and desktop computers from TechHeads for 2022-23 fiscal year computer replacements in the amount of \$55,076.70.

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H. **OLD BUSINESS:** None.

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

1. Consideration of opening sealed bids for Tax Lot No. R4417DA 10200 County-owned tax foreclosed real property.

Jodi Gollehon presented sealed bids before the Board for consideration. Commissioner Starrett moved approval to accept a bid in the amount of \$100 from Victor & Kay Downs. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye. Staff will create a Board Order and deed to be prepared for consideration of adoption upon payment.

2. Consideration of opening sealed bids for Tax Lot No. R5635AB 00801 and Tax Lot No. R5635AB 01400 County-owned tax foreclosed real property.

Jodi Gollehon presented sealed bids before the Board for consideration. After discussion, the consensus of the Board was to direct staff to do further review of the lot lines with the City of McMinnville. There was no action taken.

3. **B.O. 23-128**- Consideration of approval of an agreement between Yamhill County Health and Human Services and RSS Architecture, P.C. for the architectural design for the 310 Kirby Street Building in the not to exceed amount of \$42,500 effective upon full execution through December 31, 2023.

Commissioner Starrett moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

4. **B.O. 23-129** - Consideration of approval of an agreement between Yamhill County Health and Human Services and JK Paint Contracting, LLC. for siding and painting for property located at 1420 Northeast Johnstone Court in the not to exceed amount of \$33,589 effective upon notice to proceed through May 31, 2023.

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

5. **B.O. 23-130** - Consideration of approval of Amendment #5 to Agreement #173153 between Yamhill County and the Oregon Health Authority (OHA) (B.O. 21-490) for the financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services adding funding in the amount of \$62,885.59 retroactive to January 1, 2023 through June 30, 2023.

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

6. **B.O. 23-131** - Consideration to authorize the HHS Adult Behavioral Health Division to amend position management authority to add:

- Add 1.0 FTE Program Manager 1 (40137) for a Crisis Supervisor to the Health and Human Services position management roster.
- Add 5.0 FTE HS Spec 3 (40624) for Mobile Crisis QMHPs to the Health and Human Services position management roster.
- Add 0.5 FTE HS Spec 3 (40624) to bring the Aid & Assist QMHP position from 0.5 FTE to 1.0 FTE to the Health and Human Services position management roster.

Commissioner Starrett moved approval of item I6. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

7. **B.O. 23-132** - Consideration of approval of Amendment #6 to Agreement #173153 between Yamhill County and the Oregon Health Authority (B.O. 21-490) for the financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and problem Gambling Services adding funding in the amount of \$4,500 retroactive to January 1, 2023 through June 30, 2023.

Commissioner Starrett moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

8. **B.O. 23-133** - Consideration of approval of Amendment #13 to Agreement #169533 between Yamhill County and the Oregon Health Authority (OHA) (B.O. 21-248) for the financing of the Public Health Services adding funding in the amount of \$16,859 effective through June 30, 2023.

Commissioner Starrett noted the funding would finance the Fentanyl Campaign project for the fiscal year ending June 30, 2023, and moves funds from the current fiscal year to the previous fiscal year. Commissioner Starrett moved approval of item I8. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

9. **B.O. 23-134** - Consideration of approval of an engagement agreement between Yamhill County and Harrang Long, P.C. for outside legal services.

Commissioner Berschauer moved approval of item I9. The motion passed, Commissioners Berschauer, Johnston 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 10:58 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

LINDSAY BERSCHAUER



Commissioner

KIT JOHNSTON



Commissioner

MARY STARRETT

Accepted by Yamhill County  
Board of Commissioners on  
8.3.23 by Board Order  
# B.O. 23-276