

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 May 4, 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; Justin Hogue, Deputy County Administrator; Christian Boenisch, County Counsel; Jodi Gollehon, Assistant County Counsel II; and Nicole Necas, BOC Staff.

Guests: Bubba.

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 bocinfo@co.yamhill.or.us.

Notice: The Board of Commissioners will hold an Executive Session immediately following combined session pursuant to ORS 192.660(2)(d) – Executive session to conduct deliberations with persons designated carry on labor negotiations.

- A. **CALL TO ORDER:** Commissioner Berschauer called the meeting to order at 10:02 a.m.
- B. **FLAG SALUTE**
- C. **CALENDAR SESSION:** This time is reserved for the review of the commissioners’ joint schedule (if needed).

The Commissioners reviewed the joint schedule for the week of May 8 – May 14, 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.

There were no general public comments received.

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

Minutes

1. a. **B.O. 23-164** - January 5, 2023; Formal/Informal Session;
- b. **B.O. 23-165** - January 12, 2023; Formal/Informal Session;
- c. **B.O. 23-166** - January 19, 2023; Formal/Informal Session; and
- d. **B.O. 23-167** - January 26, 2023; Formal/Informal Session.

H. OLD BUSINESS:

1. **B.O. 23-168** - Consideration of approval of adopting findings in the matter of upholding the Planning Director's decision to deny Planning Docket FP-10-22/SDR-40-22; Flood Plain Development Permit; Tax Lot R3219 00700; Applicant NV5 Inc.; Owner: Chehalem Parks and Recreation District. *[Continued from April 13, 2023].*

Commissioner Starrett moved approval of item H1. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

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

1. **B.O. 23-169** - Consideration of approval of an agreement between Yamhill County and CivicPlus, LLC. for website development and hosting services in the not to exceed amount of \$72,283 effective upon final execution.

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

2. **B.O. 23-170** - Consideration of authorizing position authority to reallocate 1.0 FTE from Civil Deputy to a Records Clerk position in the Sheriff's Office.

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

3. **B.O. 23-171** - Consideration of approval of a Commercial Property Lease Agreement between Yamhill County and Ronald/Linda Hixson for storage space in the amount of \$2,000 per month, effective May 1, 2023 through April 30, 2028 with an auto-renewal option.

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

4. **B.O. 23-172** - Consideration of approval of Amendment #7 to Agreement #173153 between Yamhill County and the Oregon Health Authority (OHA) for the financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services (B.O. 21-490) in the amount of \$17,000 retroactive to January 1, 2023, through June 30, 2023.

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

5. **B.O. 23-173** - Consideration of approval of a letter of support of the Barbara Roberts Career Technical Education Center (CTEC) in Sheridan, Oregon, and its application to the legislature for \$12 million in construction funds. (Commissioner Berschauer).

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

J. PUBLIC HEARINGS: None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT: <https://www.co.yamhill.or.us/content/public-hearing-notices>

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 10:18 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
8/10/23 by Board Order
23-298



LB KJ MS