

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 December 14, 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; Cynthia Thompson, Transit Manager; Patricia Rojas, HR Director; Mikalie Moreno, Risk Assessment Manager; Megan Marasco, HR Generalist; and Gioia Goodrum, Economic Development. Mark Lago, Public Works Director; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: Robin Taylor; Forest Reinhardt; Delva Johnson; Paola Anderson; Zena Doherty; Silvia Hanson; Patricia Seemueller; Alanna Stevens and Gary Van Der Veen. Lee Schrepel; Craig Markham; and Nicole participated via Zoom.

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

**A. CALL TO ORDER:** Commissioner Berschauer called the meeting to order at 10:03 a.m.

**B. FLAG SALUTE**

**C. PRESENTATIONS:** 2023 Employee Years of Service Recognition

**D. 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 December 18 – 24, 2023. No other county business was discussed.

**E. 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 public comments received.

**F. DEPARTMENT UPDATES:** None.

**G. 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. Review/discussion of Childcare.

Gioia Goodrum presented a summarization of childcare proposals and offered recommendation of a contract to Chemeketa Community College/GFU/and NW Christian Church.

- Chemeketa Community College/Robin Taylor – Ms. Taylor outlined CCC’s proposed early childhood education cohort program that awards a certificate after 14 weeks to be applied towards an associate degree.

- Forrest Reinhardt/NW Christian Church – Mr. Reinhardt proposed expansion of “The Zone” afterschool program to four additional schools that would serve up to 300 additional students.

After discussion, the consensus of the Board was to direct staff to add an agenda item to next week’s agenda for consideration of recommendations. There was no action taken.

b. End of work session

**H. CONSENT AGENDA:**

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

Contracts & Grants

1. **B.O. 23-444** - Approval of Amendment #4 to Agreement #180033 between Yamhill County and the Oregon Health Authority (OHA) (B.O. 23-260) adding funding in the amount \$2,091,219.30 for a total amount of \$4,072,387,84 for the financing of Public Health Services retroactive to October 1, 2023, through June 30, 2024. Oracle #HHS24013IGA.

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**I. OLD BUSINESS:**

1. **B.O. 23-445** - Consideration of approval to select vendor Model-1 as the vendor to purchase five vans, three mini-vans and two nine-passenger vans according to Yamhill County Transit, Yamhill County, and Oregon Department of Transportation (ODOT) Procurement standards. *[Continued from December 7, 2023].*

Cynthia Thompson stated only one vendor provided proposals for both van types. She clarified three minivans were replacement vehicles and two nine-passenger buses are intended for a transportation pilot program to Junction City shared with Benton County but will remain in the Yamhill County Transit fleet afterwards. After discussion, Commissioner Starrett moved

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

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

1. **B.O. 23-446** - Consideration of approval of a notice of intent to award for construction of the Pike Road Bridge Replacement Project in the amount of \$799,500.

Commissioner Kit Johnston recused himself from the vote due to a potential conflict of interest. Commissioner Starrett moved approval of item J1. The motion passed, Commissioners Berschauer and Starrett voting aye. Commissioner Johnston abstained.

2. **B.O. 23-447** - Consideration of the reappointment of Brett Veatch to the Planning Commission for a four-year term to expire June 30, 2027.

After discussion, Commissioner Johnston moved approval of item J2. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

3. **B.O. 23-448** - Consideration of approval of an Intergovernmental Agreement between Yamhill County, Lane County and Wasco County for the provision of Summary of Assessment and Levies (SAL) Report Solution effective upon execution of all parties through June 30, 2024. Oracle #TA2401IGA.

Commissioner Berschauer moved approval of item J3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 23-449** - Consideration of the approval of the Emergency Management Performance Grant (EMPG) 23-535 between Yamhill County and the Oregon Office of Emergency Management for the 2023 – 2024 fiscal year in the amount of \$78,315.00 retroactive to July 1, 2023, through June 30, 2024. Oracle #SO24007GA.

Commissioner Starrett moved approval of item J4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 23-450** - Consideration of approval of Grant Agreement #SCP-23-46 between Yamhill County and the Criminal Justice Commission to support the Adult Recovery Court in the amount of \$217,212 retroactive to September 5, 2023, through March 5, 2025. Oracle #CJ24001IGA.

Commissioner Starrett moved approval of item J5. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

6. **B.O. 23-451** - Consideration of approval of Grant Agreement #SCP-23-47 between Yamhill County and the Criminal Justice Commission (CJC) to support Juvenile Drug Court in the amount of \$101,072 retroactive to September 5, 2023, through March 5, 2025. Oracle #CJ24003IGA.

Commissioner Berschauer moved approval of item J6. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

7. **B.O. 23-452** - Consideration of approval of Grant Agreement #SCP-23-48 between Yamhill County and the Criminal Justice Commission (CJC) to support Court Coordinated Services in the amount of \$73,816 retroactive to September 5, 2023, through March 5, 2025. Oracle #CJ24002IGA.

Commissioner Berschauer moved approval of item J7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

**K. PUBLIC HEARINGS:** None.

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

**L. 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 11:47 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 3/28/24 by Board Order # 24-82

