

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 27, 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; Colton Totland, Assistant County Counsel; Mike Kemper, Code Enforcement; and Nicole Necas, BOC Staff. Nohely Barajas-Montalvo, Legal Assistant participated via Zoom

Guests: 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 bocinfo@co.yamhill.or.us.

Notice: The Board of Commissioners will hold an Executive Session at 9:00 a.m. prior to combined session pursuant to ORS 192.660(2)(e) – Executive session to consult with legal counsel to conduct deliberations to negotiate real property transactions.

The Board of Commissioners will also hold an Education Services District (ESD) Board of Directors meeting at 9:45 a.m. prior to combined session. The BOC combined session meeting will begin at 10:00 a.m. or shortly thereafter.

- 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 May 1 – May 7, 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 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 Berschauer moved approval of the consent agenda. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

Personnel

1. **B.O. 23-152** - Approval to authorize Leave Without Pay (LWOP) for employee #3437 retroactive to April 18, 2023 with an anticipated return to work date of May 8, 2023.

2. **B.O. 23-153** - Approval to authorize Leave Without Pay (LWOP) for employee #4853 retroactive to April 21, 2023 with an anticipated return to work date of June 21, 2023.

Committees

3. **B.O. 23-154** - Approval of the reappointments of Michal Wert, Susan Aldrich-Markham, Dave Hanson, Vern Holm, and Sam Sweeney to the Roadside Vegetation Management Subcommittee under Road Improvement Advisory Committee (RIAC) each for a two-year term to expire April 27, 2025.

4. **B.O. 23-155** - Approval of the appointment of Greta Holmstrom to the Roadside Vegetation Management Subcommittee under Road Improvement Advisory Committee (RIAC) for a two-year term to expire April 27, 2025.

H. OLD BUSINESS: None.

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

1. **B.O. 23-156** - Consideration of approval and intent to award a construction contract to Sierra Santa Fe Corporation for the Yamhill County 2023 Chip Seal Project in the amount of \$819,777.

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

2. Review of the 2022-23 Board of Property Tax Appeals (BoPTA) summary. The Board reviewed the summary. No action was taken.

3. **B.O. 23-157** - Consideration of adopting Resolution 23-04-27-1 proclaiming May 2023 as Older Americans Month.

Commissioner Starrett moved approval of item I3. Commissioner Berschauer read Resolution 23-04-27-1 into the record. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

4. Consideration of cleanup bids related to a violation of the Solid Waste Ordinance.

Mike Kemper submitted new photos into the record stating he hasn't seen any significant action by Mr. Lee to clean up the property and recommended to accept a bid submitted by Howards' Construction and Continuous Gutters in the amount of \$8,900 and to authorize a writ of assistance. The consensus of the Board was to direct Mr. Kemper and staff to move forward as discussed. There was no action taken.

5. **B.O. 23-158** - Consideration of approval in the matter of a Board Order regarding the sale of surplus tax foreclosed property at public auction; accepting the Sheriff's return following sale:

- a. Ash Street – R6701DB 07600
- b. Hopewell Properties – R5332BB 00100 and R5332BB 00200

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

6. **B.O. 23-159** - Consideration of approval in the matter of a Deed and Board Order declaring certain tax foreclosed properties as surplus, authorizing the sale of the properties by private sale, and ordering distribution of proceeds (Tax Lot No. R3220AC 01500 and Tax Lot No. R3220DB 01500).

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

7. **B.O. 23-160** - Consideration of approval in the matter of a Deed and Board Order declaring certain tax foreclosed property as surplus, authorizing the sale of the property by private sale, and ordering distribution of proceeds (Tax Lot No. R3216AB 01802).

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

8. **B.O. 23-161** - Consideration of approval in the matter of a Deed and Board Order declaring certain tax foreclosed property as surplus, authorizing the sale of the property by private sale, and ordering distribution of proceeds (Tax Lot No. R4417DA 10200).

Commissioner Berschauer moved approval of item I8. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

9. **B.O. 23-162** - Consideration of approval of the notice of Intent to Award a contract to BerryDunn for the Yamhill County HHS Electronic Health Record (EHR) Procurement and Implementation Consultant.

Commissioner Starrett moved approval of item I9. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

10. **B.O. 23-163** - Consideration of approval of an Intergovernmental Agreement between Yamhill County and Polk County for the Grand Ronde Road Rehabilitation Project with a required match by Yamhill County in the amount of \$284,070 effective upon final execution.

Commissioner Starrett moved approval of item I10. 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-notice>

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 10:35 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair

LINDSAY BERSCHAUER

Commissioner

KIT JOHNSTON

Commissioner

MARY STARRETT

