

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 18, 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; Carrie Martin, Grants & Special Projects; Mark Lago, Public Works Director; and Nicole Necas, BOC Staff. Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: Bubba; Jennifer Richter; Jenna Sanders; and Suey Linzmeier. CCJ 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 10:10 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 22 – May 28, 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 –

a. Review/discussion of Childcare Taskforce report and recommendations.

Commissioner Starrett asked for considerations to find the most effective way to ensure the bulk of childcare expansion grant funds go to project deliverables without too much of the money going to administrative expenses. Jenna Sanders of Mid-Willamette Valley Community Action Agency explained her agency has offered to act as a fiscal agent noting 10% would go to administrative expenses; this would go towards overseeing contracts, construction, training, and staff recruitment for a licensed childcare center in the west valley. After discussion, the consensus of the Board was for staff to move forward with drafting a contract for Board consideration.

b. End of work session.

**G. CONSENT AGENDA:**

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

Authority

1. **B.O. 23-180** - Approval to authorize Lindsey Manfrin and other designated individuals to place CMHP Director holds on persons deemed dangerous to self or others, or mentally ill persons placed on conditional release, outpatient commitment or trial release, rescinding Board Order 23-20.

Committees

2. **B.O. 23-181** - Approval of the appointment of Michael Mulkey to serve the remaining term vacated by Brandon Harris with the Yamhill County Ambulance Service Area Committee for a three-year term expiring on May 11, 2026.

Surplus

3. **B.O. 23-182** - Approval for Public Works to designate a 2015 Ricoh MP C4503 copier as surplus equipment to be put up for public auction per Ordinance 499 through Publicsurplus.com.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 23-183** - Consideration of approval of Amendment #8 to Agreement #173153 between Yamhill County and the Oregon Health Authority for the financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services (B.O. 21-490) in the amount of \$193,335 retroactive to January 1, 2023 through June 30, 2023.

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

2. **B.O. 23-184** - Consideration of an agreement between Yamhill County and Sierra Santa Fe Corporation for the Chip Seal Project in the amount of \$819,777.00 effective from July 31, 2023 through September 16, 2023.

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

3. **B.O. 23-185** - Consideration of Agreement #73000-00016516 (Key Number: 23142) between Yamhill County and Oregon Department of Transportation (ODOT) for the design and engineering of Old Railroad Grade Road Bridge with a county match in the amount of \$127,758.80 effective upon full execution through completion or 10 calendar years, whichever is sooner.

Agenda language was amended from “complete replacement” to “design and engineering of Old Railroad Grad Road Bridge”. Commissioner Starrett moved approval of item I3 as amended. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 23-186** - Consideration of Agreement #73000-00016516 (Key Number: 22658) between Yamhill County and Oregon Department of Transportation for the complete replacement of Ash Swale Patty Lane Bridge with a county match in the amount of \$93,980.77 effective upon full execution through completion or 10 calendar years, whichever is sooner.

Agenda language was amended from “complete replacement” to “design and engineering of Ash Swale Patty Lane Bridge”. Commissioner Starrett moved approval of item I4 as amended. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 23-187** - Consideration of approval of Amendment #14 to Agreement #169533 between Yamhill County and the Oregon Health Authority for Public Health Services (BO 21-248) adding funding in the amount of \$597,675.00 retroactive to March 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. 23-188** - Consideration of approval to add 1.0 FTE Program Manager for Public Health Modernization to the Health and Humans Services position management roster related to item I5.

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

7. **B.O. 23-189** - Consideration of a letter of recognition for Retired Master Chief Matthew Heinonen, who has honorably served our State and Nation for over 33 years as a Navy Seal. (Commissioner Berschauer add-on).

Commissioner Berschauer moved approval of add-on item I7. 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](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 11:48 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair LINDSAY BERSCHAUER

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Commissioner KIT JOHNSTON

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Commissioner MARY STARRETT