

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 June 15, 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; Tim Svenson, Sheriff; Kris Bledsoe, Treasurer; and Nicole Necas, BOC Staff. Jason Foose, Surveyor; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: Andrew Anderson; Rich Leipfert; Amy Hanifan; Ray Pratt; Rose Dodson; Ty Darby; Adam Garvin; Kim Morris; Jorge Estrada; and Todd Godfrey. Kelli Watcherson; Truman Stone; Lee Schrepel; Remy Drabkin; and ZEWENGJIANGZE 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.*

A. CALL TO ORDER: Commissioner Berschauer called the meeting to order at 10:00 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 June 19 – June 25, 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.

Kelli Watcherson thanked the Board for supporting the OSU Extension Service District for another fiscal year.

Commissioner Berschauer addressed public comments received via email regarding county parks alluding to the sale of parks to private entities which she said were based on misinformation.

E. 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.

F. DEPARTMENT UPDATES:

1. Treasurer – Kris Bledsoe

Kris Bledsoe addressed the Board regarding fiscal year-end investment earnings projections. She highlighted increased county interest earnings and dividends for the 23-24 fiscal year.

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. 23-217** - Approval to authorize Leave Without Pay (LWOP) for employee #3437 retroactive to May 9, 2023, with an anticipated return to work date of August 1, 2023.

2. **B.O. 23-218** - Approval to authorize Leave Without Pay (LWOP) for employee #4330 retroactive to May 25, 2023, with an anticipated return to work date of June 15, 2023.

3. **B.O. 23-219** - Approval to authorize Leave Without Pay (LWOP) for employee #4853 effective June 22, 2023, with an anticipated return to work date of August 1, 2023.

4. **B.O. 23-220** - Approval to authorize Leave Without Pay (LWOP) for employee #2401 retroactive to May 23, 2023, with an anticipated return to work date of August 30, 2023.

Refunds

5. **B.O. 23-221** - Approval of a blanket refund order authorizing the tax collector to issue lawful refunds to taxpayers, effective July 1, 2023, through June 30, 2024.

H. OLD BUSINESS: None.

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

1. Consideration of approval in the matter of a Board Order regarding the sale of property foreclosed property on May 31, 2023, accepting the Sheriff's return following sale: approving the deed; and ordering distribution of proceeds.

Ken Huffer stated this item had already been approved in a previous meeting but was added to the agenda in error and did not require any action.

2. Consideration of a bid for Tax Lot R6701DB 07600 County-owned tax foreclosed real property.

Jodi Gollehon presented four bids to the Board for consideration. Bidder Jennifer Maxfield of Safe Families commented that their intention of purchasing the property was to build affordable housing for a qualifying family currently on subsidized housing. After discussion, the consensus of the Board was to continue this item to June 29, 2023. There was no action taken.

3. **B.O. 23-222** - Consideration of approval of an agreement between Yamhill County Health and Human Services and the Willamina School District to provide behavioral health counseling for the 2023-24 school year, not to exceed \$64,409.91, effective September 2023 through May 2024.

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

4. **B.O. 23-223** - Consideration of approval of proposed 2023-24 Health and Human Services Behavioral Health Usual and Customary Rates, Public Health Clinic Rates, and Environmental Health Fees effective July 1, 2023, through June 30, 2024.

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

5. **B.O. 23-224** - Consideration of approval of a contract employee agreement between Yamhill County Health and Human Services and Erica Ronquillo to provide professional psychiatric behavioral health services at a rate of \$80.00 per hour effective June 24, 2023, through June 30, 2024, with an auto-renewal option.

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

The meeting was recessed at 10:46 a.m. and reconvened at 10:52 a.m.

6. **B.O. 23-225** - Consideration of approval of Amendment #1 to an Intergovernmental Agreement between Yamhill County and the City of McMinnville regarding out-of-pocket costs and expenses incurred with the formation proceedings and election for the creation of a new McMinnville Fire District. *[Continued from June 8, 2023]*

Christian Boenisch reviewed the amendment language regarding third-party claims arising from the mapping error and responded to questions by the Board. After discussion,

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

7. **B.O. 23-226** - Consideration of approval in the matter of a final order establishing and forming the McMinnville Fire District and directing the Clerk to issue certificates of election to the persons receiving the highest number of votes for the McMinnville Fire District Board.

After discussion, Commissioner Berschauer moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye. Chief Rich Leipfert thanked the Board for their support throughout the process.

8. **B.O. 23-227** - Consideration of approval for a letter of support for the Confederated Tribes of Grand Ronde Hunting and Fishing Agreement.

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

J. PUBLIC HEARINGS:

1. Receipt of public comment on the 23-24 county budget.

Kim Morris gave public comment noting local crime incidents have increased and expressed concern about the possible impacts to law enforcement services due to budget cuts; she expressed support for the Sheriff, District Attorney and Community Justice departments.

Ken Huffer presented proposed options for one-time changes to the 23-24 budget to restore up to three deputy positions in the Sheriff's budget and add funds for a Jail medical services contract. The Board and staff discussed the risk of setting precedent of taking funds from other departments to cover one department's budget shortfalls. Mr. Huffer responded that departments had been instructed to decrease discretionary allocations by 2% and cost savings were reviewed in the Sheriff's budget to maximize any possible savings. He reviewed additional proposed budget changes which were below the 10% threshold for Board approval.

Sheriff Svenson participated in discussion regarding dog control operation costs and funding options for the 23-24 fiscal year. There was consensus among the Board to fully appropriate the remaining trust funds and ending fund balance to the dog kennel rental budget line to cover kenneling services and contracts for the 23-24 fiscal year. A future work session will be scheduled to discuss dog control operation reorganization.

a. **B.O. 23-228** - Consideration of approval of the 2023-24 budget changes as presented by the budget officer.

After discussion, Commissioner Berschauer moved approval of the changes provided in Option 2 as amended. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye. Final budget Version 40 will be prepared for consideration of adoption on June 29, 2023.

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 1:21 p.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT