

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 30, 2024, at 10:00 a.m. 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; Travis Pease, Parks Manager; Mark Lago, Public Works Director; and Bailey Barnhart, BOC Staff.

Guests: John Olson 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@yamhillcounty.gov.*

Notice: Due to unforeseen technical issues, the 5/30/24 BOC meeting will be held virtually on Zoom only. Please use the Zoom link provided if you would like to participate. The meeting will also be live streamed on the Yamhill County Board of Commissioners YouTube channel.

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 commissioner’s joint schedule (if needed).

The Commissioners reviewed the joint schedule for the week of June 3 – June 9, 2024. 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: None.

H. OLD BUSINESS: None.

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

1. **B.O. 24-140** - Consideration of approval of Amendment #2 to the Emergency Management Performance Grant (EMPG) #23-535 between Yamhill County and the Oregon Office of Emergency Management (B.O. 23-449) increasing the award amount by \$15,334 to \$93,649 effective through June 30, 2024. #SO24007GA

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

2. **B.O. 24-141** - Consideration of approval to award a Professional Services Contract to Design Workshop Inc. for the Parks Master Plan in the amount of \$155,190 effective from June 01, 2024, through July 01, 2025. #PW009A&E

Travis Pease stated no additional funds are being requested for this contract. Budget funds and reallocated funds will be used to cover the costs and confirmed that the award amount is a not to exceed amount. He added that the public outreach component of the contract will utilize the Parks Board and community partners for some of the billable tasks. Mark Lago explained that invoicing will be based on scope of work tasks. He added that the county's current GIS access meets criteria for the intended scope of work. After discussion, Commissioner Johnston moved approval of item I2. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

3. **B.O. 24-142** - Consideration of approval in the matter of granting three permanent slope easements with compensation in the amount of \$850.00 for replacement of the Pike Road Bridge Superstructure.

Mark Lago clarified the easements are required during guardrail construction. Commissioner Johnston moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-143** - Consideration of approval of a Trauma Informed Response Training Fund State Grant Agreement (TRIT) in the amount of \$18,292.08 effective from July 01, 2024, through June 30, 2025.

Commissioner Berschauer clarified this grant request submitted by the District Attorney's office will fund staff training. Commissioner Berschauer moved approval of item I4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 24-144** - Consideration to authorize Lindsey Manfrin and other designated individuals to place CMHP Director holds on to persons deemed dangerous to self or others, or mentally ill persons placed on conditional release, outpatient commitment or trial release, rescinding B.O. 24-76.

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

6. **B.O. 24-145** - Consideration of approval of Amendment #3 to an agreement between Yamhill County and Washington County (B.O. 22-279) updating contract language to include urinalysis testing and amend the revenue amount from \$131,220 to \$147,960 for the retroactive period from October 1, 2023, through June 30, 2024.

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

7. **B.O. 24-146** - Consideration of approval of Amendment #1 to an intergovernmental agreement (IGA) between Yamhill County and Portland State University for compensation study services (BO 24-60), extending the term of the IGA through August 31, 2024 and adding an expanded scope of work at an additional cost of \$2,240.00 to update a compensation study first completed in 2023 for 2 job classifications in the Sheriff's Office, for a new total not to exceed amount of \$23,868.00, effective upon final execution.

Christian Boenisch provided a point of clarification stating work on the initial scope of work is almost complete, but the amendment will include the additional job classifications related to the Sheriff's Office Teamster bargaining. Commissioner Berschauer moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

8. **B.O. 24-147** - 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 2024-25 school year, not to exceed \$72,128.61, effective September 2024 through May 2025. #HHS24049IGA

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

9. **B.O. 24-148** - Consideration of approval of a contract employment agreement between Yamhill County and Mark Lago for Public Works Director services at Range 35, Step 7, plus a 5% incentive for additional management responsibility for the Parks Division, effective June 3, 2024, through June 30, 2025, with automatic renewal unless sooner terminated.

Ken Huffer clarified the effective date is June 3, 2024, and added that the 5% incentive is a correction related to Mr. Lago’s additional responsibilities reorganizing the Parks Division. Commissioner Johnston moved approval of item I9. 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.yamhillcounty.gov/1190/Public-Hearing-Notices>.

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.yamhillcounty.gov/765/Boards-and-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@yamhillcounty.gov.

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.yamhillcounty.gov/AgendaCenter>.

Following Commissioner announcements, the meeting adjourned at 10:33 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT