

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 27, 2024, 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; Jodi Gollehon, Assistant County Counsel II; Ashley Watkins, Solid Waste Coordinator; Sheriff Sam Elliott; and Carolina Rook, BOC Staff. Cynthia Thompson, Transit Manager; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: John Olson, Michael Curran, and Mike Cafferata. Scott Unger, Karen’s iPad, Lee Schrepel, Mike Connors 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: The Board of Commissioners will hold an Executive Session at 9:30 a.m. prior to combined session pursuant to ORS 192.660(2)(e), executive session to deliberate with persons designated to negotiate real property transactions. The BOC combined session meeting will begin at 10:00 a.m. or shortly thereafter.

Notice: The Board of Commissioner’s Session schedule has been changed for the month of July. There will be no sessions on July 4th, 2024. Regular session schedules will resume July 18, 2024.

A. CALL TO ORDER

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 July 1– July 7, 2024. No other county business was discussed.

D. PUBLIC COMMENT: This time 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.

No public comments were received.

E. PRESENTATION:

a. Yamhill County Forest Classification Update – Mike Cafferata

Mike Cafferata stated that Oregon Department of Forestry (ODF) convened a committee with Yamhill County about six years ago to determine which residents might have a higher fire risk and which properties might cause more damage in the event of a fire. A subdivision that had not yet had houses built was classified as a high-risk area and no other high-risk zones had changed in recent years. Michael Curran stated that there was a request by the State to temporarily pause fire protection classification due to budget changes and review of current expenditures by the end of 2024. By statute, ODF was required to update the classifications every 5 years, and the last classification was completed in 2023, so Yamhill County would likely not be affected by the pause. Mr. Curran stated that fire season would start July 1, 2024, and the public could opt into texts for live updates on fires. ODF had made functional changes to increase response time to fires.

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 – None.

H. CONSENT AGENDA: None.

I. OLD BUSINESS:

1. **B.O. 24-175** - Consideration of approval of a board order in the matter of upholding the Planning Director’s decision to approve Planning Docket M-02-24/SDR-02-24, a Conditional Use Permit for Tax Lot No. R4408 00201; Applicant: Verizon Wireless. *[Continued from June 13, 2024.]*

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

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

[Note: Commissioner Berschauer requested to move items J11, J14 and J15 to the beginning of Other Business. See items J11, J14 and J15 for Board actions].

1. **B.O. 24-176** - Consideration of approval of amendment #1 to the lease agreement between Yamhill County and TDJC LLC (BO 19-234) increasing rent to a total combined amount of \$62,550 per month for Phases I and II for peer-based onsite supported housing retroactive to June 1, 2024, with an additional 8% rent increase effective April 1, 2025, and April 1, 2026. #HHS24050LA

Commissioner Starrett moved approval item J1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

2. **B.O. 24-177** - Consideration of approval of amendment #3 to the agreement between Yamhill County Health and Human Services and Lines for Life (BO 16-518) to remove Youth Line Peer-to-Peer Crisis Line Support and Outreach Program and adjust rates for the Crisis Line, effective July 1, 2024. #17-251

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

3. **B.O. 24-178** - Consideration of approval of a contract employment agreement between Yamhill County Department of Community Justice and Cassandra M. Polen for special administrative services at the rate of \$41 per hour, not to exceed 19 hours per week without written approval, effective June 24, 2024, through June 23, 2025, with automatic renewal unless sooner terminated.

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

4. **B.O. 24-179**- Consideration of approval of amendment #1 to the intergovernmental agreement between Yamhill County and Oregon Youth Authority (BO 22-30) to extend the contract through December 31, 2025, not to exceed \$109,671.40 in total.

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

5. **B.O. 24-180** - Consideration of approval of amendment #3 between Yamhill County Transit and First Transit (BO 20-096) increasing direct costs to a total amount of \$591,656 and increasing the hourly rate to \$96.55 per hour, effective from July 1, 2024, through December 31, 2025.

Cynthia Thompson clarified that the figures were based on 18 months rather than 12 months as reflected in the previous contract with First Transit. Ms. Thompson stated that the proposed rates were in the department's budget but stated that the department could send a Request for Proposal (RFP) to other vendors for comparisons if the fee increase was concerning to the Board. Commissioner Johnston stated that the previous contracts were flat fees or fees paid out in one large amount as opposed to the proposed amendment which reflected hourly charges and was part of the reason that the fees appeared to increase substantially. Commissioner Starrett inquired whether there were other vendors the department could request estimates from prior to

getting an RFP. Ms. Thompson answered that there were about three that she knew of. The Board directed staff to prepare an RFP.

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

6. **B.O. 24-181** - Consideration of approval of amendment #3 to the agreement between Yamhill County Health and Human Services and Lutheran Community Services Northwest (BO 21-281) increasing the services fee to the total amount of \$635,827.80 per year effective July 1, 2024. #HHS24015GS

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

7. **B.O. 24-182** - Consideration of approval of amendment #9 to agreement #180033 between Yamhill County, local Public Health Authority, and the Oregon Health Authority (BO 23-260) extending the agreement effective July 1, 2024, through June 30, 2025, for the financing of capitalizing public health services in the amount of \$1,448,459.23. #HHS24013IGA

Commissioner Starrett explained that part of the requirements for the contract was to endorse COVID-19 vaccination, which the Commissioner did not believe was ethical after reports had been released by Pfizer which listed several side effects of the vaccine. Commissioner Starrett had stated that she intended to investigate how other counties were navigating that stipulation while maintaining funding from Oregon Health Authority.

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

8. **B.O. 24-183** - Consideration of approval of amendment #4 to agreement #026028 between Yamhill County and the Oregon Health Authority for the financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services (BO 24-29) increasing funding in the amount of \$155,000.00 effective July 1, 2024, through June 30, 2025.

Commissioner Starrett moved approval item J8. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

9. **B.O. 24-184** - Consideration of approval to increase position management authority to include 1.0 Full-Time Equivalent (FTE) Advanced Practice Behavioral Health Clinician (40626) for a Civil Commitment QMHP to the Health and Human Services position management roster, effective for the 2024-2025 fiscal year.

Commissioner Starrett moved approval item J9. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

10. **B.O. 24-185** - Consideration of approval of the transfer of appropriation authority from budget 440-027 (Capital Improvement) to 440-016 (Facilities and Maintenance) in the amount of \$160,000 and transfer of funds from budget 440-027 (Capital Improvement) to 440-016 (Facilities and Maintenance) in the amount of \$200,000 for unanticipated operational expenses

including increases to materials and supplies, services providers costs, utilities, and personnel costs.

Commissioner Berschauer moved approval item J10. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

11. **B.O. 24-186** - Consideration of approval of a renewal to an existing intergovernmental agreement between Yamhill, Polk, and Marion counties to implement household hazardous waste collections and management effective through June 30, 2025.

Ashley Watkins stated that the 5% admin cost to Marion County for 2023 was about \$3,100 total. The administrative fee was split between two installments per year. The most recent Hazardous Waste event had a large turn out and the most disposed of material was paint.

After discussion, Commissioner Johnston moved approval item J11. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

12. **B.O. 24-187** - Consideration of a letter to be submitted to the Oregon Medical Board opposing the proposed rulemaking in Chapter 847.

Commissioner Starrett moved approval item J12. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

13. Consideration of approval of amendment #1 to the professional services agreement between Yamhill County and HR Green Inc. (BO 23-58) increasing compensation for rural broadband consultant services in the amount of \$60,012.13 for a total compensation amount of \$258,493.95 retroactive to February 17, 2024. #CA24001AE

Commissioner Johnston asked why the increase was as much as \$60,012.13. Justin Hogue clarified that additional services would be provided. Commissioner Johnston inquired why the additional services were added and whether they were needed in 2024 but not 2023. County Administrator Ken Huffer suggested that staff could ask HR Green to specify what the additional services and increased fees were for before the Board took any action on the contract.

After discussion, the consensus of the Board was to continue item J13 to a later date. There was no action taken.

14. **B.O. 24-188** - Consideration of approval of a Memorandum of Understanding between Yamhill County Health and Human Services and Yamhill Communications Agency to utilize active 911 software to provide information and referral, crisis intervention, and suicide prevention services effective upon full execution through June 30, 2025, with automatic renewal unless sooner terminated.

Sheriff Sam Elliott stated that this was not a change to the existing system or processes other than allowing Health and Human Services to utilize the system and respond to emergency calls as well as usual emergency responders.

After discussion, Commissioner Berschauer moved approval item J14. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

15. **B.O. 24-189** - Consideration of approval of a renewal to an existing intergovernmental agreement between the Yamhill County Sheriff's Office and the City of Dayton for police services in the amount of \$197,556.23 effective July 1, 2024, through June 30, 2025.

After discussion, Commissioner Berschauer moved approval item J15. 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 11:46 a.m.

Bailey Barnhart
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT