

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 November 14, 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; Christian Boenisch, County Counsel; Sam Elliott, Sheriff; Mike Browne, Jail Captain; Cynthia Thompson, Transit Manager; and Derrick Wharff, Assessor. Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: Markus Pfahler; Jim DeVoe; Bubba; Russell Mark; Susan Chambers; Ty Darby; Susan Loniman Thomas; and Deb Bridges. Barbara Boyer; Patti Sauers; Lee Schrepel; and Juliette’s House 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 Commissioner’s Session schedule has been changed for the month of November. There will be no session on November 21st or 28th. Regular session schedules will resume December 5, 2024.

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 November 18, 2024, through November 24, 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.

Markus Pfahler representing McMinnville Pickleball Club requested \$290,000 in ARPA funds to build indoor sports complex consisting of pickleball and tennis courts in the McMinnville area. A proposal was submitted via email.

Ty Darby representing McMinnville Fire District requested \$10,000 matching ARPA funds for a dedicated towing vehicle for the Mac Fire smoke training fire education trailer.

Russell Mark representing Juliette’s House requested \$760,000 in ARPA funds to apply towards purchasing a building and operational expenses for a family justice center in Yamhill County. Mr. Mark commented that applying Juliette’s House current funds would impact their financial situation significantly without support. Mr. Mark clarified that the existing location of Juliette’s House would not change but some services would be moved to the new facility to expand programs and accessibility. A proposal was submitted via email.

Sheriff Sam Elliott commented on radio repeaters and bay stations which is also used by Community Justice. He added that his department currently has 28 triple band radios that were purchased with grant funds around 2019. Sheriff Elliott said the public safety radio system is older and in need of replacement which is ongoing. He said Yamhill County is the only state agency to operate on a UHF megahertz frequency band which is not compatible with other counties. There are currently radio reserves budgeted in the approximate amount of \$700,000 for a microwave tower replacement project. Additionally, Sheriff Elliott addressed an ask for \$15,000 towards dog control licensing and kenneling. His office was researching software integration systems that would allow online licensing.

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 Allocation of remaining ARPA funds.

Commissioner Berschauer recapped the ARPA community fund awards and county departmental allocations to date. The remaining childcare and rural broadband gap funding in excess of \$760,000 was up for discussion in this work session. Ken Huffer stated the funding has been appropriated and available to award at the Board’s discretion. He added that the U.S. Treasury spending guidelines require funding to be obligated by December 31, 2024 and spent by December 31, 2026. Commissioner Starrett requested adding an ask on behalf of the Clerk’s Office in the amount of \$50,000 for records digitization, as well as an ask on behalf of the Assessor’s Office to implement additional GIS flyovers. Commissioner Johnston stated he would support funding for the Mac Fire towing vehicle, as well as the Clerk’s request and

Sheriff's radio system. Sheriff Elliott provided further clarification of the needs he outlined for the Board. Mr. Huffer clarified that the total available ARPA spending amount was \$776,681. Derrick Wharff clarified that the total of one flight for a year is \$150,000 which the county pays half of. The remainder is paid by city contributions.

b. End of Work Session

c. **B.O. 24-330** - Consideration of approval to spend remaining \$776,681 of ARPA funds for the following projects:

- Mac Fire District - \$10,000 for dedicated towing vehicle for smoke training fire education trailer; and
- Yamhill County Clerk's Office – \$50,000 for records digitizing project; and
- Yamhill County Assessment & Taxation - \$60,000 to apply towards one GIS flyover project; and
- Yamhill County Sheriff's Office – \$656,681 with priority of radio projects, and dog control licensing.

After discussion, Commissioner Johnston moved approval of item F1c. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

G. CONSENT AGENDA:

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

Contracts & Grants

1. **B.O. 24-331** - Approval of an agreement between Yamhill County Health and Human Services and Amity School District to provide behavioral health counseling for 1.0 FTE for the 2024-25 school year in the not to exceed amount of \$72,129.61. #HHS24084IGA

Committees

2. **B.O. 24-332** - Approval of the following changes to the Ambulance Service Area (ASA) Committee:

a. Reappoint Ben Sorenson, Les Thomas, Pattie Sauers, and Brian Young each for a three-year term to expire March 10, 2028.

b. Appoint Tracy Autler as the hospital representative, and Robert Mock as the Tribe representative each for a three-year term to expire March 10, 2028.

c. Remove Michael Mulkey and Damon Schulz effective November 1, 2024.

3. **B.O. 24-333** - Approval of the following changes to the Local Alcohol and Drug Planning Committee:

a. Appoint Kate Lynch for a three-year term to expire on February 1, 2028

b. Remove Brad Berry effective November 1, 2024.

H. OLD BUSINESS: None.

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

[Note: Commissioner Berschauer requested to move items I7 and I8 to the beginning of Other Business. See items I7 and I8 for Board actions.]

1. **B.O. 24-334** - Consideration of approval of Agreement #184093-0 between Yamhill County and the Oregon Health Authority for Infrastructure Support Reproductive Health Services and Modernization funding for Reproductive Health Services in the not to exceed amount of \$56,500 retroactive to April 1, 2024, through March 31, 2025. #HHS24083IGA.

Commissioner Berschauer clarified the funding was to support software implementation of the electronic health system. Commissioner Starrett moved approval of item I1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

2. **B.O. 24-335** - Consideration of approval of Amendment #12 to Agreement #180033 between Yamhill County and the Oregon Health Authority (B.O. 23-260) for Public Health Services adding funding in the amount of \$179,615.44. #HHS24013IGA.

Commissioner Berschauer clarified that the funding was intended for a messaging DUII prevention campaign and youth alcohol and drug prevention. Commissioner Starrett moved approval of item I2. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

3. **B.O. 24-336** - Consideration of approval to authorize the Yamhill County Transit Manager or designated staff to submit the 5310-grant application to the Oregon Department of Transportation for 2025-27 biennium.

Commissioner Berschauer noted the funds were to support seniors and disability transit services. Commissioner Johnston moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-337** - Consideration of approval to authorize the Yamhill County Transit Manager or designated staff to submit the 5311-grant application to the Oregon Department of Transportation for the 2025-27 biennium.

Commissioner Berschauer clarified the funds were to support administrative and operational expenses. Commissioner Johnston moved approval of item I4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 24-338** - Consideration of approval of Amendment #1 to an agreement between Yamhill County Transit Area and Nelson/Nygaard Consulting Associates (B.O. 23-71) extending terms through June 30, 2026, and increasing the not to exceed amount from \$175,000 to \$245,000.

Cynthia Thompson clarified the amendment is for permit applications for all the participating cities obtaining transit stop signs, which has taken longer than anticipated. The increased not to exceed amount was amended from \$250,000 to \$245,000. After discussion, Commissioner Johnston moved approval of item I5 as amended. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

6. **B.O. 24-339** - Consideration of approval of Amendment #1 to an agreement between Yamhill County Transit Area and Access Tech extending terms through August 30, 2025, and increasing the not to exceed amount from \$99,575 to \$177,874. #TR23003GS

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

7. **B.O. 24-340** - Consideration of the ratification of a collective bargaining agreement between Yamhill County and Teamsters Local #223, retroactive to July 1, 2024, through June 30, 2027.

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

8. **B.O. 24-341** - Consideration to extend the provisions of the 2024-2027 collective bargaining agreement between Yamhill County and Teamsters Local #223 to associated non-bargaining employees in the Sheriff's Office.

Commissioner Berschauer moved approval of item I8. 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 11:38 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT