

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 February 6, 2025, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Kit Johnston, Mary Starrett, and David “Bubba” King being present.

Also present were; Christian Boenisch, County Counsel; Jodi Gollehon, Assistant County Counsel; Sam Elliott, Sheriff; Mike Browne, Jail Captain; Suzanne Richardson, Environmental Health Specialist; Ken Friday, Planning Director, Travis Pease, Parks Manager; Jessica Andre, BOC Staff; and Carolina Rook, BOC Staff. Nohely Barajas-Montalvo participated via Zoom.

Guests: Mike Morris. Rebecca Wallis Yamhill County News, Raquel Peregrino de Brito, Bubba’s Fan Club and Lee Schrepel 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](mailto:bocinfo@yamhillcounty.gov).*

**Notice: The Board of Commissioners will hold an Executive Session immediately following Formal Session pursuant to ORS 192.660(2)(e) – Executive session to consult with designated legal counsel to negotiate real property transactions and ORS 192.660(2)(h) – Executive session to consult with designated legal counsel regarding legal rights and duties regarding current litigation or litigation that is more likely than not to be filed.**

**A. CALL TO ORDER:** Commissioner Johnston 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 February 10, 2025 – February 16, 2025. 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 – Discussion of Commissioners Expense Reimbursement - Commissioner Mary Starrett.

Commissioner Mary Starrett stated that previous commissioners had spent County funds in excess and that she had set personal goals not to spend any County funds unless necessary and to increase transparency. Commissioner Starrett wanted to formalize a policy to discourage future commissioners from using County funds liberally. According to the existing policy, County Counsel had been responsible for approving commissioners' expense requests which Commissioner Starrett was against considering they report to the Board. Mr. Boenisch clarified that expense reports were public record and could be requested by the public at any time. Commissioner Johnston added that commissioners had an annual allocation of \$1,500 as it was. Commissioner King expressed concern about formalizing a reduced annual expense cap and stated that not all commissioners would have the same financial ability without County compensation. Ken Huffer requested to clarify whether the Board would attempt to increase spending transparency for all elected officials or if they wanted to pursue an additional policy for the Board of Commissioners. Mr. Huffer then requested to resume the conversation before the County Budget would be finalized in June 2025.

**G. CONSENT AGENDA:**

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

Committees

1. B.O. 25-34 - Approval to reappoint Mark Staples-Kelley and Chris Mercier for a 3-year term on the Yamhill County Transit Advisory Committee ending June 30th, 2027.

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**H. OLD BUSINESS:** None.

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

1. B.O. 25-35 - Consideration of approval of Oregon Department of Transportation (ODOT), DUII Deputy Grant (ENF\_AL-25-14-19-00) between Yamhill County and the Oregon Department of Transportation for the period October 1, 2024, through September 30, 2025, in the amount of \$150,000. #SO25021GA

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

2. **B.O. 25-36** - Consideration of approval of Ordinance 940 and Board Order in the matter of adopting the Yamhill County Septic System Enforcement Code; amending the Yamhill County Code Enforcement Code; declaring an emergency and setting the effective date.

Jodi Gollehon clarified that there had been two cases cited that the Court Administrator did not have a process for. The ordinance was drafted to allow the court system to process it rather than having a hearing. Hearing no objections, Jodi Gollehon entered the first and second reading of Ordinance 940 by title only.

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

3. **B.O. 25-37** - Consideration of approval of amendment #14 to Agreement #180033 between Yamhill County and the Oregon Health Authority for Public Health Services (BO 23-260) adding \$393,463.90 in funding. #HHS24013IGA

Commissioner Starrett stated that Amendment #14 would allow the increase and roll over of funding from fiscal year 2024-25.

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

4. **B.O. 25-38** - Consideration of approval of agreement #184790 between Yamhill County and the Oregon Health Authority for Health-Related Social Needs (HRSN) housing benefits in the amount of \$350,000 retroactive to November 15, 2024. #HHS25004IGA

Commissioner Starrett clarified that the proposed agreement was for individuals on “Open Card” which was a program previously funded by flex funds and the agreement would change that to be drawn from HRSN funds instead.

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

5. **B.O. 25-39** - Consideration to rescind B.O. 24-364 and approve Grant Agreement # 24-535 between Yamhill County and the Oregon Department of Emergency Management for the Emergency Management Performance Grant (EMPG) funding as amended in the amount of \$88,502 retroactive to July 1, 2024, through June 30, 2025. #SO25016GA

Commissioner Starrett elaborated that the agenda item was not proposing to change much aside from the Board Order number.

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

## **J. PUBLIC HEARINGS:**

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](mailto: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 11:13 a.m.

Bailey Barnhart  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair KIT JOHNSTON

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Commissioner MARY STARRETT

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Commissioner DAVID “BUBBA” KING