

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 formal session on July 10, 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 Ken Huffer, County Administrator; Kevin Perkins, Deputy County Administrator PIO; Christian Boenisch, County Counsel; Paulette Alexandria, Treasurer; Sheriff Sam Elliott; Mike Browne, Jail Captain; Joe Moore, Facilities Director; Don Fairley, Facilities Capital Projects Manager; and Derrick Wharff, Assessor. Nohely Barajas-Montalvo, Legal Assistant and Greg Haffner, Engineer participated via Zoom.

Guests: John Olson, Beth Keyser, Jason Fields and Chris Chenoweth. Marvin Bernards and Lindsay Berschauer 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) by 5:00 p.m. Wednesday.*

**A. CALL TO ORDER:** Commissioner Johnston called the meeting to order at 10:01 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 July 14 through July 20, 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.

No public comments were 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:**

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

Contracts

1. **B.O. 25-207** - Approval of Amendment #3 to an agreement between Yamhill County and Erica Ronquillo for psychiatric behavioral health services (BO 24-223) increasing the hourly rate of pay to \$90.85, retroactive to July 9, 2025. Oracle #HHS24067GS.

2. **B.O. 25-208** - Approval of Amendment #7 to an agreement between Yamhill County and Donald Henschel for psychiatric behavioral health services (BO 24-220) increasing the hourly rate of pay to \$104.20, retroactive to July 9, 2025. Oracle #HHS24064GS.

3. **B.O. 25-209** - Approval of Amendment #12 to an agreement between Yamhill County and Jannell Werner for psychiatric behavioral health services (BO 24-224) increasing the hourly rate of pay to \$104.20, retroactive to July 9, 2025. Oracle #HHS24068GS.

4. **B.O. 25-210** - Approval of Amendment #13 to an agreement between Yamhill County and Andrew Nye-Jaimes for psychiatric behavioral health services (BO 24-222) increasing the hourly rate of pay to \$90.85, retroactive to July 9, 2025. Oracle #HHS24066GS.

5. **B.O. 25-211** - Approval of an agreement between Yamhill County Health and Human Services and the McMinnville School District, in the not to exceed amount of \$77,177.61 for the 2025-2026 school year. Oracle #HHS25031IGA.

6. **B.O. 25-212** - Approval of an agreement between Yamhill County Health and Human Services and the Yamhill Carlton School District, in the not to exceed amount of \$108,048.60 for the 2025-2026 school year. Oracle # HHS25032IGA.

7. **B.O. 25-213** - Approval of Amendment #4 to an agreement between Yamhill County Health and Human Services and Lutheran Community Services Northwest (BO 21-281) in the annual amount of \$735,159.60 retroactively effective July 1, 2025. Oracle #HHS24015GS.

8. **B.O. 25-214** - Approval of an agreement between Yamhill County Department of Community Justice and Washington County for “space available” detention bed rental at the rate of \$495 per bed per day, retroactive to July 1, 2025, with an automatic renewal clause on a year-by-year basis.

9. **B.O. 25-215** - Consideration of approval of Amendment #2 to an agreement between Yamhill County Sheriff's Office and Washington County (B.O. 23-371) extending the term through June 30, 2026, retroactive to July 1, 2025. Oracle #SO26007IGA.

Minutes

10. **B.O. 25-216** - June 26, 2025 – Formal Session

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**H. OLD BUSINESS:** None.

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

1. **B.O. 25-217** - Consideration of approval of Amendment #11 to Agreement #026028 between Yamhill County Health and Human Services and the Oregon Health Authority (OHA) (BO 24-29) for additional funding in the amount of \$19,910, retroactively effective to July 1, 2024, through June 30, 2025. Oracle #HHS24037IGA.

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

2. **B.O. 25-218** - Consideration of approval of an agreement between Yamhill County and George Fox University for the Early Learning Childcare Center in the amount of \$102,453.46 effective upon full execution through December 31, 2026. Oracle #GR2503GA.

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

3. **B.O. 25-219** - Consideration of approval of an Intent to Award to Specialized Pavement Marking, LLC in the amount of \$366,886.50 for the 2025 Highway Striping Services Project.

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

4. **B.O. 25-220** - Consideration of authorization to submit an application for the 2025-2027 Oregon Youth Authority (OYA) Juvenile Crime Prevention (JCP) Basic and Diversion Services state grant.

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

5. **B.O. 25-221** - Consideration of approval of an agreement between Yamhill County and Blue Spruce Builders Inc. for the Johnston Creek House Restroom Remodel in the amount of \$151,000 effective upon full execution.

Commissioner Starrett explained that the Johnston Creek house had been shut down until improvements were completed due to Americans with Disabilities Act (ADA) compliance requirements.

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

6. **B.O. 25-222** - Consideration of approval to establish a Geographic Information Systems (GIS) Coordinator position for Yamhill County Office of Assessment and Taxation.

Ken Huffer clarified that the Assessment and Taxation budget already included funds to cover the change. He stated that approval of item I6 would grant position authority to increase the departments total FET.

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

7. **B.O. 25-223** - Consideration of the appointment of Deputy County Administrator (PIO) Kevin Perkins to the Affordable Housing Corporation Board, to replace County Administrator and serve as the Yamhill County representative.

Commissioner Starrett moved approval of I7. The motion passed, Commissioners Johnston, Starrett and King 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](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 10:25 a.m.

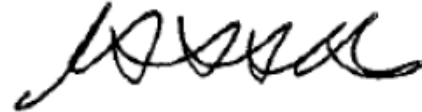
Bailey Barnhart  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

KIT JOHNSTON



Commissioner

MARY STARRETT



Commissioner

DAVID "BUBBA" KING