

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 June 26, 2014, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Allen Springer, Kathy George, and Mary Starrett being present.

Also present were Laura Tschabold, County Administrator; Christian Boenisch, County Counsel; Becky Weaver, Accounting Manager; Mesa Confer, Clerk’s Office; Don Iler, News-Register; Dave Adams, KLYC; and John David Hicks, pastor.

Commissioner Springer called the meeting to order at 10:00 a.m. The invocation was offered by Pastor John David Hicks.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **CONSENT AGENDA:** Ms. George moved approval of the consent agenda. The motion passed, Commissioners Springer, George, and Starrett voting aye.

Minutes

1. Approve the following formal/informal session minutes:
 - a. **B. O. 14-343** - May 8, 2014;
 - b. **B. O. 14-344** - May 15, 2014;
 - c. **B. O. 14-345** - May 22, 2014.

Areas of Responsibility

2. **B. O. 14-346** - Approve the updated areas of responsibility for the Board of Commissioners, effective June 26, 2014, through January 5, 2015.

Personnel

3. **B. O. 14-347** - Approve the change of status of Michael Kemper from Code Enforcement Officer to Management Analyst in the Planning Department, Range 20, Step 4, effective July 1, 2014.
4. **B. O. 14-348** - Approve the change of status of the following employees to regular full-time employment in the Planning Department:

- a. Beau Biggs, Range 21, Step 2, effective July 9, 2014;
 - b. Mark Pendergrass, Range 23, Step 5, effective July 1, 2014.
5. **B. O. 14-349** - Authorize 5.5% leadworker pay for Grant Thompson, Planning Department, effective July 9, 2014.
 6. **B. O. 14-350** - Approve the change of status of Susie Sutton to Senior Office Specialist in the Clerk's Office, Range 10, Step 6, effective July 1, 2014.
 7. **B. O. 14-351** - Approve the change of status of Dana Carelle to Juvenile Probation Manager in the new Community Justice Department, Range 27, Step 4, effective July 9, 2014.
 8. **B. O. 14-352** - Approve the change of status of Vicki Wood to Business Manager in the new Community Justice Department, Range 24, Step 4, effective July 9, 2014.
 9. **B. O. 14-353** - Approve the change of status of Ted Smietana to Community Justice Director, Range 35, Step 5, effective July 9, 2014.
 10. **B. O. 14-354** - Approve the change of status of William "Shawn" Beaton to regular full-time employment in the Assessor's Office, effective July 9, 2014.
 11. **B. O. 14-355** - Approve the change of status of Michele Bergeron to temporary on-call employment in HHS Public Health, effective July 1, 2014, through December 31, 2014.
 12. **B. O. 14-356** - Approve the change of status of Sharika Parker to extend temporary on-call employment in HHS Enhanced Care Program, effective July 1, 2014, through June 30, 2015.
 13. **B. O. 14-357** - Approve the change of status of the following employees to extend temporary on-call employment in HHS Adult Behavioral Health, effective July 1, 2014, through June 30, 2015: Maria Martinez, Celina Lozano, Yadira Segura, Hallie Himmelreich, Bijoux Doherty, and Margaret Lucia.

Contracts/Grants

14. **B. O. 14-358** - Accept a grant award from the Substance Abuse & Mental Health Services Administration (SAMHSA) for the third and final year of the High-Risk Adult Court Enhancement grant in HHS Adult Behavioral Health, \$250,000, effective September 30, 2014, through September 29, 2015.
15. **B. O. 14-359** - Approve Amendment #13 to Agreement #141431 between HHS, grantee, and Oregon Health Authority to continue funding for problem gambling prevention and treatment, \$75,365, effective July 1, 2014, through June 30, 2015.

16. **B. O. 14-360** - Approve an agreement between Yamhill County and Mid-Willamette Valley Council of Governments, provider, for business loan assistance services, effective July 1, 2014, through June 30, 2015.
17. Approve agreements between the Sheriff's Office, provider, and the following jurisdictions for police services, total of \$1,081,358, effective July 1, 2014, through June 30, 2015:
 - a. **B. O. 14-361** - City of Dayton;
 - b. **B. O. 14-362** - Sheridan School District;
 - c. **B. O. 14-363** - City of Sheridan;
 - d. **B. O. 14-364** - City of Willamina;
 - e. **B. O. 14-365** - City of Lafayette.

Budget

18. **B. O. 14-366** - Approve Resolution 14-6-26-1 adopting the Yamhill County budget for fiscal year 2014-15 in the amount of \$103,495,518, setting appropriations in the amount of 96,050,201, and levying taxes at the rate of \$2.5775 per \$1000 assessed value.

C. **OLD BUSINESS:** None.

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

1. **B. O. 14-367** - Consideration of approval of the following 2014-15 fee schedules for Health & Human Services, effective July 1, 2014:
 - a. Adult Behavioral Health Usual and Customary Rates;
 - b. Public Health Rates;
 - c. Environmental Health Fees.

Ms. George moved approval of item D(1). The motion passed, Commissioners Springer, George, and Starrett voting aye.

2. **B. O. 14-368** - Consideration of approval of an amended 2014-15 Capital Improvement Projects List.

Mr. Springer moved approval of item D(2). Laura Tschabold stated that staff is still trying to contact the manufacturer about getting an extended warranty on the product to be used in the roofing treatment project. The motion passed, Commissioners Springer, George, and Starrett voting aye.

3. **B. O. 14-369** - Consideration of change of status of Murray Paolo, Information Systems, to increase the stipend for work done for the City of McMinnville by 2.5%, effective July 9, 2014.

Ms. Tschabold provided background information about Mr. Paolo's stipend. Mr. Springer moved approval of item D(3). The motion passed, Commissioners Springer, George, and Starrett voting aye.

4. **B. O. 14-370** - Consideration of approval of a contract employee agreement between the Planning Department and Don Sylvester for plumbing inspection services, \$40/hour, effective July 1, 2014.

Mr. Springer moved approval of item D(4). The motion passed, Commissioners Springer, George, and Starrett voting aye.

5. **B. O. 14-371** - Consideration of approval of an agreement between Yamhill County and Marsh USA, Inc., provider, for insurance broker services, \$37,000, effective July 1, 2014, through June 30, 2015.

Mr. Springer moved approval of item D(5). The motion passed, Commissioners Springer, George, and Starrett voting aye.

6. **B. O. 14-372** - Consideration of approval of a transfer of appropriation authority and funds in the amount of \$16,034 from General Fund Contingency (10-92) to Capital Improvements (40-27) for HVAC repairs at the Clerk's Office.

Ms. Tschabold stated that this transfer is for emergency repairs. Mr. Springer stated that the work has already been done, and the cost was less than the estimated amount. He moved approval of item D(6). The motion passed, Commissioners Springer, George, and Starrett voting aye.

7. Briefing on an upcoming Hospital Authority Board meeting. *[No action taken.]*

Christian Boenisch provided background information about a request from Friendsview Manor for the Hospital Authority Board to approve the issuance of new bonds to retire and re-fund existing bonds. He stated that the county's bond counsel would attend the July 10 formal session to explain the bond package in more detail. He added that the Hospital Authority Board is also being asked to appoint Spike Sumner and Grant Gerke as its two public members. He explained that the bond approval would require two meetings of the Hospital Authority Board, the first of which would take place on July 10 immediately following formal session.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, www.co.yamhill.or.us/content/volunteer-opportunities, or call the Board of Commissioners' office: 503-434-7501 (from McMinnville) or 503-554-7801 (toll-free

from Newberg).

The meeting adjourned at 10:09 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair ALLEN SPRINGER

Commissioner KATHY GEORGE

Commissioner MARY STARRETT