

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 3, 2004 at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George, Mary P. Stern, and Leslie Lewis being present.

Also present were John Krawczyk, Director of Administrative Services; John M. Gray, Jr., County Counsel; Murray Paolo, Information Systems Manager; Jill Olson, Programmer/Analyst; Julia Staigers, Financial Services Manager; Sonja Olheiser, LouAnn Schenk, Evelyn Mero, and Norma Heath, Accounting Department; and Don Clark and Elise Hui, Housing Authority of Yamhill County.

Commissioner George called the meeting to order.

A. **PUBLIC COMMENT PERIOD:** This fifteen-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. None offered.

B. **CONSENT AGENDA:** Ms. Stern moved approval of the consent agenda as written. The motion passed, Commissioners George, Stern, and Lewis voting aye.

Personnel

1. **B. O. 04-309** - Approve the employment of the following five individuals as on-call Extra Help in the Juvenile Department, \$7.05/hour, effective June 3, 2004:

- a. Katie Jones;
- b. Daniel Kluge;
- c. Kimberly Trumbo;
- d. Sarah Johnson;
- e. Elizabeth Schussman.

Contracts

3. **B. O. 04-310** - Approve Amendment #6 to Contract #106241 between Public Health and Oregon Department of Human Services for 2003-2004 LPHA Financial Assistance.

3. **B. O. 04-311** - Approve an intergovernmental agreement between Yamhill County and the Oregon Judicial Department for the services of a county employee 20 hours per week for Drug Court Coordination, retroactive to April 1, 2004 until June 30, 2005.

4. **B. O. 04-312** - Approve a HIPAA business associate agreement between HHS and Bailey's Janitorial and Carpet Cleaning for janitorial and carpet cleaning services, effective June 3, 2004.

5. **B. O. 04-313** - Approve an agreement between Yamhill County and Northwest Title Co. for

title examination services, effective June 3, 2004.

Vehicle Replacement

6. **B. O. 04-314** - Authorize the acquisition of a 2003 Ford Taurus from Chuck Colvin Ford for the replacement of a motor pool vehicle assigned to the Juvenile Department, \$9999.

Public Works Bid

7. **B. O. 04-315** - Accept a bid from Valentine Surfacing Co. for the pulverizing of several county roads, \$28,214.

C. **OLD BUSINESS:**

1. **B. O. 04-316** - Consideration of approval of Public Works Docket RV-04-2004, a request for vacation of a portion of Home Acres Road, Newberg, applicant Barbara Koch, no public hearing necessary under ORS 368.351.

John Gray stated that 100% of the property owners along the subject portion of the road have consented to the vacation and the Planning Commission has approved the application, so no public hearing is necessary. Ms. Lewis moved to approve Docket RV-04-2004. The motion passed, Commissioners George, Stern, and Lewis voting aye.

2. Consideration of application for revised landfill tipping fees, as unanimously recommended by the Solid Waste Advisory Committee. *[Continued to June 10, 2004 at 10:00 a.m.]*

Ms. Lewis moved to continue the item for one week so Mr. Gray can complete the paperwork. The motion passed, Commissioners George and Lewis voting aye, and Commissioner Stern abstaining.

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

1. **B. O. 04-317** - Recognition of Jill Olson, Information Services, for PERS programming project.

Ms. Stern presented Ms. Olson with a certificate of appreciation for her initiative and talent in saving the county over \$25,000. Murray Paolo and Julia Staigers also expressed their support and appreciation. Ms. Stern moved to award Ms. Olson a \$500 bonus and three floating holidays to be used by June 30, 2005. The motion passed, Commissioners George, Stern, and Lewis voting aye.

2. **B. O. 04-318** - Consideration of change of status to extend Extra Help status for Mary Barrett, Public Health, up to 19.5 hours/week as needed, effective July 1, 2004 until September 30, 2004.

Ms. Stern moved to approve the change of status. The motion passed, Commissioners George, Stern, and Lewis voting aye.

3. **B. O. 04-319** - Consideration of employment of Donald Fair, Yamhill, as Laborer II in Public Works, temporary part-time, \$10/hour, retroactive to June 1, 2004 until September 30, 2004.

Ms. Lewis moved to approve the employment of Donald Fair. The motion passed, Commissioners George, Stern, and Lewis voting aye.

**E. PUBLIC HEARINGS:**

a. Receipt of public comment on a Community Development Block Grant application for a regional housing center to be developed by the Housing Authority of Yamhill County.

Ms. George opened the public hearing.

Don Clark provided a brief background of the grant application, noting that his office has been working together on the project with Polk County agencies.

Ms. George closed the public hearing and noted for the record that no public comment had been offered and the hearing requirements for the application had been met.

**F. ANNOUNCEMENTS:**

1. Three positions are available on the Road Improvement Advisory Committee. Contact the Commissioners' Office for applications.

2. Informal Session will be canceled on June 8, 2004.

Adjourn: 10:20 a.m.

Anne Britt  
Secretary

**YAMHILL COUNTY BOARD OF COMMISSIONERS**

Chair	KATHY GEORGE
Commissioner	MARY P. STERN
Commissioner	LESLIE LEWIS