

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 8, 2004 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George, Mary P. Stern, and Leslie Lewis being present.

Also present were John M. Gray, Jr., County Counsel; Rick Sanai, Assistant County Counsel; Martin Chroust-Masin, Associate Planner; Bill Gille, Public Works Director; Dick Windle, former county employee; Brad Berry, District Attorney; and Jennifer Gardiner, 20584 NE Sedona Lane, Beaverton.

Commissioner George called the meeting to order.

SPECIAL RECOGNITION: Recognition of Dick Windle for his contributions to Yamhill County. Ms. George read a list summarizing Mr. Windle’s many years of service and presented a certificate from the Board. Ms. Stern presented Mr. Windle with a key to good health.

A. **PUBLIC COMMENT:** 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. Lewis moved approval of the consent agenda, with item #4 corrected to \$12.72/hour. The motion passed, Commissioners George, Stern, and Lewis voting aye.
Personnel

1. **B. O. 04-437** - Approve the employment of Patricia Brown, Willamina as HS Specialist 2 in HHS Adult Mental Health, Range 20, Step 2, pro-rated, regular part-time effective July 25, 2004 until August 8, 2004, and regular full-time, \$3224/month, effective August 9, 2004.

3. **B. O. 04-438** - Approve the change of status of Anna Mauldin from regular part-time to on-call relief in the Juvenile Department, effective July 8, 2004.

4. **B. O. 04-439** - Approve the change of status of Kimberly Trumbo to Juvenile Corrections Technician, regular part-time, Range 12, Step 1, effective July 9, 2004.

5. **B. O. 04-440** - Approve the employment of Heather Beaman-Laine, Newberg as Extra Help in the Sheriff’s Office, regular part-time, Range 4, Step 4, \$12.72/hour, retroactive to July 6, 2004.

6. **B. O. 04-441** - Approve the employment of Cami Misk, Tigard and Edwin Bishop, McMinnville as HS Associates in HHS Adult Mental Health, temporary on-call, Range 14, Step 1, effective July 9, 2004 until June 30, 2005.

Contracts

7. **B. O. 04-442** - Approve Amendment #25 to a contract between Mental Health and Mid-Valley Behavioral Care Network for disbursement of funds for the EAST program, retroactive to July 1, 2004 until June 30, 2005.
8. **B. O. 04-443** - Approve an intergovernmental agreement between Yamhill County and Mid-Willamette Valley Council of Governments for staffing services to the Parkway Committee, effective until June 30, 2005.

Grant

9. **B. O. 04-444** - Approve the receipt of a \$4700 grant from First Federal to the Commission on Children and Families for the printing of Domestic Violence Resource Kits for families.

Committees

10. **B. O. 04-445** - Approve the reappointment Sonja Olheiser to the Classification Committee for a three-year term to expire July 8, 2007.
11. **B. O. 04-446** - Approve the reappointment of Rocky Losli to the Road Improvement Advisory Committee for a three-year term to expire July 8, 2007.
12. **B. O. 04-447** - Approve the reappointment of Julie Friedrich to the Safety Advisory Committee for a three-year term to expire March 18, 2007.
13. **B. O. 04-448** - Approve the reappointment of Wendy Crawford to the Fair Board for a three-year term to expire July 1, 2007.

C. **OLD BUSINESS:** None.

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

1. Reconsideration of the Board's July 1, 2004 decision on conditions in Planning Docket C-08-04, an appeal of a conditional use amendment from five rental rooms to nine, applicant Neal V. Utz, Jr., appellant G. Allan Seward. *[Tentatively approved with additional condition #15; findings to be adopted July 15, 2004.]*

Ms. Lewis reviewed the request made during last week's public hearing for an additional condition requiring water storage on the property for firefighting. She moved to reconsider the Board's approval of Docket C-08-04. The motion passed, Commissioners George and Lewis voting aye, and Commissioner Stern abstaining due to her absence at the July 1, 2004 session.

Ms. Lewis stated that she had talked with Mr. Utz, who is agreeable to adding the condition. Martin Chroust-Masin read the proposed Condition #15, which requires the applicant to install a water tank or tanks containing no less than 4500 gallons of water, accessible to fire truck hoses.

Ms. Lewis moved to tentatively approve Docket C-08-04 with the original conditions plus the new Condition #15, with findings to be adopted on July 15, 2004. The motion passed,

Commissioners George and Lewis voting aye, and Commissioner Stern abstaining.

2. **B. O. 04-449** - Personnel: Consideration of the employment of Shelley Clift, Monmouth as Extra Help in Public Health, temporary part-time, \$7.05/hour, effective July 8, 2004 until September 30, 2004.

Ms. Stern moved approval of the employment of Shelley Clift. The motion passed, Commissioners George, Stern, and Lewis voting aye.

3. **B. O. 04-450** - Personnel: Consideration of the employment of Gerald Mack, McMinnville and Robert Ash, McMinnville as Laborer II in Public Works, temporary full-time, \$10/hour, effective July 12, 2004 until October 31, 2004.

Ms. Lewis moved approval of the employment of Gerald Mack and Robert Ash. The motion passed, Commissioners George, Stern, and Lewis voting aye.

4. **B. O. 04-451** - Committee: Consideration of the appointment of Gary Osbon, Tammy Garvey, and J.B. Dick to the Road Improvement Advisory Committee (RIAC) for three-year terms to expire July 8, 2007.

Ms. Lewis noted that members of RIAC had been polled to determine their preferences out of the five applicants. Ms. Lewis moved approval of the three appointments. The motion passed, Commissioners George, Stern, and Lewis voting aye.

Ms. Lewis stated that the Board had discussed amending the bylaws to allow the other two applicants to be appointed to alternate positions, and John Gray is researching the legal issues involved.

5. **B. O. 04-452** - Consideration of approval of the following funds for the 2004 County Fair:
a. Open Class Premium Fund, \$1000;
b. Petty Cash Fund, \$500;
c. Change Fund, \$2000.

Ms. Lewis moved to authorize the three funds for the upcoming Fair. The motion passed, Commissioners George, Stern, and Lewis voting aye.

6. **B. O. 04-453** - Consideration of the following actions regarding bid proposals for the Self-Support Tower Installation, antenna installation, and related work at Yamhill County radio sites:
a. Reject the bid from Ace Communications Services as non-responsive;
b. Accept the base bid of \$98,792 from Legacy Wireless Services as the lowest responsive bid;
c. Authorize the Chair to execute a contract with Legacy Wireless Services upon approval by County Counsel and the Director of Administrative Services.

John Gray explained that the apparent low bid from Ace Communications Services was not in compliance with the clearly defined bidding requirements because they didn't return the entire bid package with the bid proposal form. He stated that the Board has some flexibility in the matter and he advised them to defer to the recommendation of consultant Art Walker to reject the bid and accept the lowest responsive bid from Legacy Wireless Services.

Ms. Lewis moved to accept the base bid of \$98,792 from Legacy Wireless Services, rejecting the bid from Ace Communications Services as non-responsive and authorizing the Chair to execute a contract with Legacy Wireless Services upon approval by County Counsel and the Director of Administrative Services. The motion passed, Commissioners George, Stern, and Lewis voting aye.

7. **B. O. 04-454** - Consideration of approval of a contract between MidWillamette Acute Care Regional Network and Coastal Transport Services for the secure transport of mental health clients, retroactive to July 1, 2004 until June 30, 2005.

Ms. Stern moved approval of the contract. The motion passed, Commissioners George, Stern, and Lewis voting aye.

8. **B. O. 04-455** - Consideration of approval of a contract between MidWillamette Acute Care Regional Network and Mountain Retreat Secured Transport for the secure transport of mental health clients, retroactive to July 1, 2004 until June 30, 2005.

Ms. Stern moved approval of the contract. The motion passed, Commissioners George, Stern, and Lewis voting aye.

9. **B. O. 04-456** - Consideration of approval of a request from the US Army to close a portion of Springbrook Road in the Newberg area from July 12-16, 2004 for the transport of military equipment.

Bill Gille stated that the Army has established detour routes and signage, notified emergency services, filled out a permit application, and obtained permission from the city of Newberg. He stated that the equipment will be coming back in September, requiring another road closure at that time, and he recommended approval of the request.

Ms. Lewis moved approval of the US Army's request to close a portion of Springbrook Road from July 12-16, 2004. The motion passed, Commissioners George, Stern, and Lewis voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. A position is available on the Yamhill County Budget Committee. Contact the Commissioners' Office for applications.

2. The public hearing on the Newberg/Dundee Bypass is scheduled to continue on July 22, 2004 at 7:00 p.m. in Room 103 of the McMinnville Community Center.

3. Cake will be served at the Fairgrounds on July 15, 2004 at 6:00 p.m. in celebration of the Fair's 150th birthday.

Adjourn: 9:45 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair KATHY GEORGE

Commissioner MARY P. STERN

Commissioner LESLIE LEWIS