

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 September 23, 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 Gray, Jr., County Counsel; Rick Sanai, Assistant County Counsel; Julia Staigers, Administrative Services Manager; Mike Brandt, Planning Director; David Bates, News-Register; Mary Dorman, 6131 NE Alameda, Portland; Julia Kuhn, 610 SW Alder, Suite 700, Portland; Shelley Holly, 3425 NE 18<sup>th</sup>, Portland; and Bill Ciz, 700 NE Multnomah, Suite 1000, Portland.

Commissioner George called the meeting to order.

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. The motion passed, Commissioners George, Stern, and Lewis voting aye.

Minutes

1. **B. O. 04-672** - Approve formal session minutes from April 28, 2004.

Personnel

2. **B. O. 04-673** - Approve the employment of Gary Kiezer, Sherwood, as Juvenile On-Call Relief, \$7.05/hour, effective September 23, 2004.

3. **B. O. 04-674** - Approve the change of status of Anthony Chairez to Mechanic Assistant in Public Works, Range 11, Step 6, effective September 25, 2004.

4. **B. O. 04-675** - Approve the change of status of LouAnn Schenk to Senior Accounting Clerk in Administrative Services, Range 12, Step 1, \$2163/month, effective September 25, 2004.

5. **B. O. 04-676** - Approve the change of status of Linda McMurray to Senior Office Specialist in the District Attorney’s Office, Range 10, Step 3, effective September 25, 2004.

6. **B. O. 04-677** - Approve the change of status of the following employees to Senior Office Specialist in the Juvenile Department, effective September 25, 2004:
  - a. Michelle Morrison, Range 10, Step 2;
  - b. Linda Shutts, Range 10, Step 1;
  - c. Sarah Hantze Budzik, Range 10, Step 1.
  
7. **B. O. 04-678** - Approve the change of status of Katie Jones to Juvenile Correction Tech, regular part-time, Range 12, Step 1, effective September 25, 2004.
  
8. **B. O. 04-679** - Authorize the following increases to the HHS Adult Mental Health Position Management Roster:
  - a. Mental Health Specialist 3, .4 FTE;
  - b. Mental Health Specialist 2, .8 FTE;
  - c. Senior Accounting Clerk, .25 FTE.

#### Contracts

9. **B. O. 04-680** - Approve an agreement between the Sheriff's Office and the City of Lafayette for police services, \$36,000, retroactive to September 1, 2004 until June 30, 2005.
  
10. **B. O. 04-681** - Approve a personal services contract between the Juvenile Department and Laurie Birchill for clinical supervision services, retroactive to September 4, 2004 until June 30, 2005.
  
11. **B. O. 04-682** - Approve an agreement between the Commission on Children and Families and Child Care Information Service for child care provider classes, \$17,000, retroactive to September 1, 2004 until June 30, 2005.
  
12. **B. O. 04-683** - Ratify the approval of Amendment #25 to the 2003-05 Financial Assistance Contract #36-001 between HHS and Oregon Department of Human Services, retroactive to August 31, 2004.
  
13. **B. O. 04-684** - Ratify the approval of an addendum to a contract between Maintenance and ABM Janitorial for cleaning services, retroactive to September 20, 2004.

#### Vehicle Replacement

14. **B. O. 04-685** - Authorize the purchase of a 2005 Chevrolet Suburban for the Surveyor's Office from Murray Chevrolet of Gresham, \$30,339, and designate vehicle P-142 as surplus county property to be sold on e-Bay to the highest bidder.

#### Change Fund

15. **B. O. 04-686** - Authorize the creation of a \$100 change fund for a county surplus property garage sale.

C. **OLD BUSINESS:** None.

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

16. **B. O. 04-687** - Consideration of approval of the employment of Leanna Cymbala, Lafayette, as Office Specialist 2 in the District Attorney's Office, regular full-time, Range 7, Step 2, effective September 23, 2004.

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

17. **B. O. 04-688** - Consideration of approval of a real estate sale agreement between Community Corrections and David and Betty Bagnall for property located at 8825 SE Morgan Lane, McMinnville, \$227,000.

John Gray noted that the county will honor the existing lease for the Oxford House and will take possession of the property in 2008. Ms. George moved approval of the real estate sale agreement. The motion passed, Commissioners George, Stern, and Lewis voting aye.

18. **B. O. 04-689** - Consideration of Resolution 04-9-23-1 approving an intergovernmental agreement between Yamhill County and the State of Oregon, Department of Transportation, concerning the Newberg-Dundee Transportation Improvement Project.

Rick Sanai stated that the purpose of the agreement is to ease cooperation between the two agencies and satisfy internal rules of the state. Ms. Lewis moved approval of the Resolution. The motion passed, Commissioners George, Stern, and Lewis voting aye.

E. **PUBLIC HEARINGS:**

1. Consideration of Planning Docket G-02-04, the Newberg-Dundee Bypass, as continued from September 16, 2004 at the point of staff recommendation. [*Tentatively approved, ordinances to be adopted September 30, 2004 at 10:00 a.m.*]

Ms. Lewis reviewed the technical issues leading to the selection of Modified Alternative 3J as the only reasonable route for the bypass. She stated that work will continue for interim solutions, but it is necessary for all jurisdictions to plan for the bypass as a long-term solution.

She expressed her gratitude to Dave Bishop, who passed away in May, and listed the many contributions he made to this project. Commissioners Stern and George expressed their appreciation to Ms. Lewis for her hard work, commitment, and passion, and to many others who have been involved.

Mike Brandt explained that proposed Ordinance 751, which amends the Comprehensive Plan to adopt the interchange overlay zone, also includes the adoption of modified language in Section 908 of the county's Zoning Ordinance.

Ms. Lewis moved approval of Ordinance 751, including the Section 908 language read by Mr. Brandt. Mr. Sanai provided the first reading by title only. Ms. Stern stated that although she is very supportive of the docket's approval, she would like to have some inaccuracies in the

ordinance drafts corrected before signing.

Ms. Lewis withdrew her previous motion and moved tentative approval of Planning Docket G-02-04, including the Section 908 language read by Mr. Brandt, with ordinances to be adopted September 30, 2004 at 10:00 a.m. The motion passed, Commissioners George, Stern, and Lewis voting aye.

**F. ANNOUNCEMENTS:**

1. A position is available on the Yamhill County Budget Committee. Contact the Commissioners' Office for applications. The application period will close September 30, 2004.
2. Three positions are available in the Commission on Children and Families. Contact the Commissioners' Office for applications.
3. Two positions are available on the Parks Board. Contact the Commissioners' Office for applications.
4. Six positions are available on the Food Service Advisory Committee in various categories. Contact the Commissioners' Office for applications.

Adjourn: 10:43 a.m.

Anne Britt  
Secretary

**YAMHILL COUNTY BOARD OF COMMISSIONERS**

Chair	KATHY GEORGE
Commissioner	MARY P. STERN
Commissioner	LESLIE LEWIS