

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 December 9, 2004 at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern and Leslie Lewis being present and Commissioner George being excused.

Also present were John M. Gray, Jr., County Counsel; John Krawczyk, Director of Administrative Services; Steve Mikami, Personnel Officer; Murray Paolo, Information Services Director; Kacey and Kim Barker, 715 Orchard Drive, McMinnville; and Karen DeJong, 1148 SW Westvale Street, McMinnville.

Commissioner Stern 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.

Kacey and Kim Barker and Karen DeJong stated that they were here from Perrydale School to observe the meeting for their Government class.

B. **AGENDA:**

Personnel

1. **B. O. 04-829** - Consideration of approval of the employment of Robert Ferring, Salem, as Extra Help in Community Corrections, temporary part-time, \$7.85/hour, effective December 15, 2004 until June 14, 2005.
2. **B. O. 04-830** - Consideration of approval of the employment of Travis Anderson, Newberg, as on-call relief in the Juvenile Department, Range 12, Step 1, \$12.47/hour, effective December 9, 2004.
3. **B. O. 04-831** - Consideration of approval of the employment of Lori Mohr, Newberg, as Extra Help in Public Health, temporary part-time, \$9/hour, effective December 15, 2004 until June 30, 2005.
4. **B. O. 04-832** - Consideration of approval of the employment of Melissa Harle, Sherwood, as a Registered Nurse in Public Health, regular part-time, Range 19, Step 3, \$2670.20/month, effective December 14, 2004.

5. **B. O. 04-833** - Consideration of approval of the change of status of Rosa Mercado to Senior Office Specialist in Family & Youth, Range 10, Step 2, \$2056.50/month, effective December 9, 2004.

6. **B. O. 04-834** - Consideration of approval of the change of status of Tim Svenson to Sergeant in the Sheriff's Office, Range 16, Step 3, effective December 9, 2004.

Ms. Lewis asked how this would fit into the Sheriff's budget, since his intention had been to leave the sergeant position open. John Krawczyk stated that he and John Gray had decided it would be reasonable for the Sheriff to fill the position based on operational needs, but they would not support filling the now-vacant deputy position until the county can get a contract for more jail bed rentals.

7. **B. O. 04-835** - Consideration of approval of the change of status of Eric Imlah to regular full-time status in the Juvenile Department, \$2163.36/month, effective December 9, 2004.

Ms. Lewis moved approval of items #1-7. The motion passed, Commissioners Stern and Lewis voting aye.

Contracts

8. **B. O. 04-836** - Consideration of approval of a Subscription Agreement between the Sheriff's Office and Teamsters Local 223, retroactive to July 1, 2004 until June 30, 2007.

9. **B. O. 04-837** - Consideration of approval of an agreement between the Sheriff's Office and Oregon Teamster Employers Trust for participation of non-bargaining employees, retroactive to July 1, 2004 until June 30, 2007.

Mr. Gray explained that item #8 provides health care coverage for bargaining employees and item #9 provides health care coverage for non-bargaining employees. Ms. Lewis moved approval of items #8-9. The motion passed, Commissioners Stern and Lewis voting aye.

10. **B. O. 04-838** - Consideration of approval of Amendment #4 to the 2004-05 LPHA Financial Assistance Contract #109355 between Public Health and Oregon Department of Human Services to include a \$3052 increase in HIV Prevention and a \$6388 increase in Tobacco Prevention.

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

11. **B. O. 04-839** - Consideration of approval of an agreement between Yamhill County and Hawkeye Janitorial Services for janitorial services in the courthouse, \$62,050/year, effective January 1, 2005 until December 31, 2006.

Mr. Gray stated that Hawkeye Janitorial Services was the lowest bidder for the courthouse and ABM Janitorial Services was the lowest bidder for the other county buildings, but the contract for the latter hasn't come back yet.

Ms. Stern moved approval of the agreement with Hawkeye Janitorial Services. The motion passed, Commissioners Stern and Lewis voting aye.

12. **B. O. 04-840** - Consideration of approval of an agreement between Yamhill County and ABM Janitorial Services for janitorial services for other county buildings, contingent upon approval by County Counsel.

Ms. Stern moved approval of the agreement with ABM Janitorial Services, contingent upon approval by County Counsel. The motion passed, Commissioners Stern and Lewis voting aye.

Refund

13. **B. O. 04-841** - Consideration of approval of a refund from the Planning Department to Paul Mosunic, \$385.70.

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

Tax Data

14. **Tabled** - Dave Lawson/Murray Paolo: Discussion of tax data and the Internet.

Surplus Property

15. **B. O. 04-842** - Consideration of approval of declaring a list of computer equipment, as attached to the memo from Murray Paolo dated December 7, 2004, as surplus county property to be sold at a "cash and carry" sale on December 20, 2004, with additional peripheral equipment included as necessary; and authorizing a \$200 change fund for this purpose.

Ms. Stern moved approval of item #15. The motion passed, Commissioners Stern and Lewis voting aye.

Murray Paolo stated that he has been working with Commissioner Stern on a proposal for the next round of surplus computer equipment, a scholarship program which would enable eligible students from local schools to receive computers, thus helping to close the technology gap in Yamhill County.

C. **OLD BUSINESS:** None.

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

1. **B. O. 04-843** - Consideration of the employment of Sonja Ault, McMinnville, as a Child Care Worker in Public Health, temporary part-time, \$9/hour, effective December 15, 2004 until June 30, 2005.

Ms. Stern moved approval of the employment of Sonja Ault. The motion passed, Commissioners Stern and Lewis voting aye.

2. **B. O. 04-844** - Consideration of the employment of Aaron Smith, McMinnville, as Corrections Reserve in the Sheriff's Office, part-time on-call, \$10/hour, effective December 9, 2004.

Ms. Lewis moved approval of the employment of Aaron Smith. The motion passed, Commissioners Stern and Lewis voting aye.

2. **B. O. 04-845** - Consideration of approval of Amendment #1 to an agreement between Public Works and OBEC Consulting Engineers for consulting services for the Meadow Lake Road Bridge #11566, effective December 9, 2004.

Ms. Lewis stated that the original agreement was fast-tracked in order to get work started on the bridge, with the understanding that some issues would need to be addressed later. She explained that this amendment covers the issues of right-of-way acquisition, inventory of historic structures in the area, and an archaeological field survey.

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

3. **B. O. 04-846** - Consideration of approval of a one-year agreement between Telecom and Verizon Wireless for long-distance services, effective December 9, 2004, and supporting Murray Paolo's efforts to negotiate a credit for time elapsed since the expiration of the previous contract.

Mr. Paolo stated that this new contract, which has been in negotiations since February, represents a 40% reduction in cost, or about \$1300 per month, which will be passed on to departments. He stated that he is still working on getting a credit for time elapsed since the previous contract expired on August 24, 2004, since the delay was due to a late proposal from the contractor.

Ms. Stern moved approval of the agreement with Verizon Wireless. The motion passed, Commissioners Stern and Lewis voting aye. Ms. Lewis stated that a one-year contract is a good idea because the field is so competitive now.

4. Consideration of approval of the following informal session minutes:

- a. **B. O. 04-847** - March 23, 2004;
- b. **B. O. 04-848** - September 28, 2004;
- c. **B. O. 04-849** - October 12, 2004;
- d. **B. O. 04-850** - October 28, 2004;
- e. **B. O. 04-851** - November 2, 2004.

Ms. Lewis moved approval of the five sets of informal session minutes. The motion passed, Commissioners Stern and Lewis voting aye.

5. Consideration of approval of the following formal session minutes:

- a. **B. O. 04-852** - March 18, 2004;
- b. **B. O. 04-853** - March 25, 2004;
- c. **B. O. 04-854** - October 7, 2004;

- d. **B. O. 04-855** - October 14, 2004;
- e. **B. O. 04-856** - October 28, 2004.

Ms. Lewis moved approval of the five sets of formal session minutes. The motion passed, Commissioners Stern and Lewis voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

- 1. The following positions are open to the public. Contact the Commissioners' Office for applications.
 - a. Commission on Children and Families, two positions;
 - b. Parks Board, one position;
 - c. Food Service Advisory Committee, six positions in various categories.

Adjourn: 10:31 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair	KATHY GEORGE
Commissioner	MARY P. STERN
Commissioner	LESLIE LEWIS