

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 January 10, 2006 at 8:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis, Kathy George, and Mary P. Stern being present.

Also present was John M. Gray, Jr., County Counsel; Steve Mikami, Personnel Officer; Julia Staigers, Administrative Services Manager; Richard Sly, Community Corrections Director; and Ken Huffer, Work Crew Supervisor.

Commissioner Lewis called the meeting to order at 8:07 a.m.

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. **AGENDA:**

Personnel

1. **B. O. 06-23** - Consideration of approval of the change of status of Caralee Slowik to regular part-time in the Juvenile Department, effective January 11, 2006.

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

Contracts

2. **B. O. 06-24** - Consideration of approval of Amendment #1 to an inmate housing agreement between the Jail and Jackson County to reduce the minimum number of daily beds from fifteen to ten.

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

3. **B. O. 06-25** - Consideration of authorization of a contract between HHS Adult Mental Health and Henderson House for services to adults molested as children, not to exceed ten participants per year, retroactive to October 1, 2005 through September 30, 2007.

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

4. **B. O. 06-26** - Consideration of approval of Amendment #1 to Contract #6 B04MC04246-01-01, CFDA No. 93.994 between Public Health and OHSU to correct an error in Attachment D regarding the CaCoon Coordinator's caseload.

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

5. Consideration of approval of the following performance bonds and agreements between Public Works and D.R. Horton, Inc. for road improvements:

- a. **B. O. 06-27** - Kemper Crest 1 development, \$51,806;
- b. **B. O. 06-28** - Kemper Crest 2 development, \$159,497.

Ms. Lewis moved approval of the two performance bonds and agreements. The motion passed, Commissioners Lewis, George, and Stern voting aye.

6. **B. O. 06-29** - Consideration of approval of an agreement between Community Corrections and Oregon Parks & Recreation Department for grounds maintenance services at Bald Peak State Park, \$400/month, and Parrett Mountain Greenway Access, \$200/day, retroactive to July 1, 2005 through June 30, 2007.

Ken Huffer reviewed handouts about the work crew program (see attachments) and stated that he has been tracking the use of work crews closely since July 1, 2005 in order to make sure he is meeting the needs of all county departments. He pointed out that contract work with the state parks represents only about 10% of the total work that is done, but it generates revenue to help offset costs and enables crews to continue doing work for non-profit organizations and county parks.

Ms. Lewis agreed that the state parks contracts are not impacting work crew availability. She said that \$200/day is probably underpriced and suggested further analysis of the department's actual costs for future contracts. She stated that Mr. Huffer has done an outstanding job in organizing the work crew program.

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

Refunds

7. **B. O. 06-30** - Consideration of approval of the following refunds from the Planning Department:

- a. Jeanette Barnes, \$1603;
- b. Paul Kuehne, \$572.

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

The Board discussed the possibility of delegating authority for refunds to department heads. John Gray will email department heads requesting their input regarding delegation limits. The Board agreed that having the liaison commissioner cosign the refunds would be a good idea.

Committees

8. **B. O. 06-31** - Consideration of approval of the following reappointments to the Local Alcohol and Drug Planning Council for three-year terms to expire November 15, 2008:

- a. Bradley C. Berry;
- b. Kevin Engelen;
- c. Kristin Messinger;
- d. Richard Sly.

The Board agreed to postpone the reappointment of Tim Loewen, whose current term doesn't expire until May 1, 2006. Ms. George moved approval of the reappointments listed above. The motion passed, Commissioners Lewis, George, and Stern voting aye.

9. **B. O. 06-32** - Consideration of approval of the reappointment of Gary Rueter to the Yamhill County Foundation for a three-year term to expire December 31, 2008.

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

Property

10. **B. O. 06-33** - Consideration of a request by Wellesley and Minerva Ferguson to purchase county property. [*Request denied.*]

Mr. Gray recommended that the Board decline the offer because the subject property is scheduled to be developed as Powerhouse Park. He noted that a private sale would not be possible anyway because the property's value is greater than \$5000. Mr. Huffer stated that this property will be an excellent opportunity to handle public overflow from Ed Grenfell Park, is easy to develop because of its layout and gentle terrain, and will provide an area for group picnics as well as historical interest.

Ms. George moved to deny the Fergusons' request. The motion passed, Commissioners Lewis, George, and Stern voting aye.

C. **OLD BUSINESS:**

1. **B. O. 06-34** - Consideration of adoption of findings in support of granting a ten-year franchise extension to Newberg Transfer and Recycling Center, Inc., as tentatively approved December 21, 2005, effective January 10, 2006 through December 31, 2015.

Mr. Gray noted that the hearing for Newberg Garbage and Recycling Service will be held later because of an error in the public notice. Ms. Stern moved approval of the findings for the franchise extension. The motion passed, Commissioners Lewis, George, and Stern voting aye.

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

1. **B. O. 06-35** - Consideration of ratification of Amendment #9 to the 2005-07 Financial Assistance Contract #113020 between HHS and Oregon Department of Human Services, retroactive to January 3, 2006.

Ms. George moved to ratify the amendment. The motion passed, Commissioners Lewis, George,

and Stern voting aye.

2. **B. O. 06-36** - Consideration of authorizing the following vehicle purchases for HHS programs:
 - a. 2006 Ford Focus from Chuck Colvin Ford, \$11,794;
 - b. 2006 Dodge Caravan SE from Timberline Dodge of Portland, \$16,665.

Ms. George moved to authorize the vehicle purchases. The motion passed, Commissioners Lewis, George, and Stern voting aye.

3. **B. O. 06-37** - Consideration of the appointment of Chris Mercier to the Parkway Committee to represent the Grand Ronde Tribal Council for a term to expire September 22, 2008.

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

4. **B. O. 06-38** - Consideration of approval of a notice of intent to award a brownfields contract for the Martin & Wright site to Coles Environmental Consulting, Inc.

Mr. Gray stated that he had received eight proposals and had interviewed the top two applicants. Ms. Stern moved approval of the notice of intent. The motion passed, Commissioners Lewis, George, and Stern voting aye.

5. Discussion of contract employee agreements for department heads. [*Rule of eligibility adopted by consensus.*]

Mr. Gray explained that the agreement he drafted would allow the Board to cancel an employee contract with severance pay at any time, or without severance pay if there is cause. He added that each department head would have an annual performance review in December and salary adjustment in January. The Board agreed that employees who have been a department head for at least ten years and are topped out in steps would be eligible for contract agreements. Mr. Gray will distribute the proposed agreement to eligible employees for their input.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.
 - a. Local Alcohol and Drug Planning Council, one position;
 - b. Ambulance Service Area Committee, one position for a member of the public;
 - c. Parks Board, two positions.
2. Northwest Senior & Disability Services has openings for Yamhill County residents on the following regional councils:
 - a. Senior Advisory Council, one position;
 - b. Disability Services Advisory Council, one position.

For more information, contact Rob Johnstone at (503)304-3451 or by e-mail at Rob.Johnstone@state.or.us.

The meeting adjourned at 9:38 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LESLIE LEWIS

Commissioner KATHY GEORGE

Commissioner MARY P. STERN