

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, OREGON (the "Board") sat for the transaction of county business in regular formal session on Wednesday, August 16, 2006 at 9:00 a.m. in Room 32 of the courthouse, Commissioners Leslie Lewis, Kathy George, and Mary P. Stern being present.

Also present were John M. Gray, Jr., County Counsel; John Krawczyk, Administrative Services Director; Rick Sanai, Assistant County Counsel; Ken Friday, Senior Planner; Stephanie Armstrong, Assistant Planner; Lt. Ken Summers, Sheriff's Office; David Bates, News-Register.

Commissioner Lewis called the meeting to order.

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. No public comment was offered.

B. **AGENDA:** Commissioner Stern moved approval of personnel items B.1. through B.9. The motion carried, Commissioners Lewis, George, and Stern voting aye.

Personnel

1. **B.O. 06-539** - Consideration of approval of the employment of April Richardson, McMinnville, as Office Specialist 2 in Public Works, temporary full-time, Range 7, Step 3, \$11.35/hour, retroactive to August 4, 2006 through February 15, 2007.

2. **B. O. 06-540** - Consideration of approval of the employment of Mary Lavoie, Donald Maben, and Vicki Jo Stephens as Laborer 1 in Public Works, temporary part-time, \$11/hour, retroactive to August 9, 2006 through November 1, 2006.

3. **B. O. 06-541** - Consideration of approval of the employment of Valette Hamilton, Sheridan, as Office Specialist 2 in HHS Chemical Dependency, temporary part-time, Range 7, Step 3, \$11.35/hour, effective August 21, 2006 through November 21, 2006.

4. **B. O. 06-542** - Consideration of approval of the employment of Carrie Martin, Dayton as Registered Nurse 3 in the Jail:

- a. Temporary part-time, \$25.30/hour, effective August 16, 2006 through September 8, 2006;
- b. Regular full-time, Range 14, Step 7, effective September 9, 2006.

5. **B. O. 06-543** - Consideration of approval of the change of status of Alberto Contreras to Correction Officer in the Jail, regular full-time, Range 12, Step 1, effective August 24, 2006.
6. **B. O. 06-544** - Consideration of approval of the employment of Sean Cluver, McMinnville, as Corps Member in the Juvenile Department, temporary part-time, \$7.50/hour, retroactive to August 9, 2006 through August 31, 2006.
7. **B. O. 06-545** - Consideration of approval of the change of status of Dana Carelle to increase regular part-time employment in the Juvenile Department to .9 FTE, effective August 24, 2006.
8. **B. O. 06-546** - Consideration of approval of the change of status of Jacqueline Lee to reduce regular part-time employment in the Juvenile Department to .8 FTE, effective August 24, 2006.
9. **B. O. 06-547** - Consideration of approval of a contract employee agreement between the District Attorney's Office and Jennifer Granville for part-time MCAT Coordinator services, \$11/hour, retroactive to August 8, 2006.

#### Land Use

Ken Friday and Stephanie Armstrong were present to brief the Board on the following land use applications scheduled for hearing August 23, 2006.

10. **Planning Docket PAZ-04-06**, a request for a Plan Amendment / Zone Change from Heavy Industrial to Agriculture/Forestry Small Holding (12.5 acres) and Light Industrial (3.36 acres), applicant Julie Dean, scheduled for public hearing August 23, 2006. Following discussion there was consensus that the commissioners would make a site visit prior to the hearing on August 23.
11. **PAZ-05-06**, a request for Plan Amendment / Zone Change from RC Recreation Commercial to EF-80 Exclusive Farm Use on 85.04 acres, applicant Joan Jasper for Delford Smith, public hearing scheduled for public hearing August 23, 2006. Following discussion, it was decided that no site visit would be scheduled because each of the commissioners is familiar with the property.

#### Surplus Property

12. **B. O. 06-548** - Consideration of declaring a list of vehicles as surplus county property, as requested by Lt. Ken Summers in a memo dated August 14, 2006.

Commissioner Stern moved to declare the list of vehicles identified in Lt. Summers' memo as surplus property, and to authorize disposal of same to the extent the county has any ownership interest in each vehicle. The motion carried, Commissioners Lewis, George, and Stern voting aye.

#### Contracts/Grants

13. **B. O. 06-549** - Consideration of approval of an agreement between the Commission on Children & Families and Dayton CODE 1 for Community Progress Team services for the community of Dayton, \$7064, retroactive to July 1, 2006 through June 30, 2007.

14. **B. O. 06-550** - Consideration of approval of an agreement between the Commission on Children & Families and Juliette's House for the Safe Kids Program, \$9455, retroactive to July 1, 2006 through June 30, 2007.

15. **B. O. 06-551** - Consideration of approval of an agreement between the Commission on Children & Families and Mid-Willamette Valley Community Action Agency for the CARES Program, \$15,258, retroactive to July 1, 2006 through June 30, 2007.

16. **B. O. 06-552** - Consideration of approval of an order establishing a process for the Juvenile Department to expend funds from the local Commission on Children & Families for Functional Family Therapy, Parenting Wisely, and Teen Safety Net services, \$47,706, retroactive to July 1, 2006 through June 30, 2007.

Commissioner George moved approval of the four Commission on Children and Families contracts listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

17. **B. O. 06-553** - Consideration of approval of McMinnville Water & Light retrofit projects with Energy Wise Lighting, Inc. for the Jail complex, \$7516, and Dog Control, \$428, effective August 16, 2006.

Commissioner Stern moved approval of the two lighting retrofit projects listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

18. **B. O. 06-554** - Consideration of approval of a memorandum of agreement between the Sheriff's Office, the Board of Commissioners, and Teamsters Local 223 to clarify scheduling for the Correctional Facility and overtime required by Section 6.6 of the labor agreement, effective August 16, 2006.

Commissioner Stern moved approval of the memorandum of agreement as listed. The motion carried, Commissioners Lewis, George, and Stern voting aye.

19. Consideration of authorizing the Transportation Division to apply for Section 5311 Rural Program grant funds, \$381,361, to be allocated to the following transportation providers:

- a. **B. O. 06-555** - Chehalem Valley Senior Citizens Council, \$188,642;
- b. **B. O. 06-556** - Yamhill Community Action Partnership (YCAP), \$192,719.

Commissioner Lewis moved approval of the applications for transportation grant funds as listed. The motion carried, Commissioners Lewis, George, and Stern voting aye.

#### Refunds

20. **B. O. 06-557** - Consideration of approval of the following citizen requests to reimburse dust abatement costs:

- a. #06-01, \$292.50;
- b. #06-02, \$201.25;
- c. #06-03, \$268.80.

Commissioner Lewis moved approval of reimbursement of dust abatement costs as listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

#### Roads

21. **B. O. 06-558** - Consideration of initiating the process to transfer jurisdiction to the City of Yamhill over a portion of Moore's Valley Road.

Commissioner Lewis moved to initiate the process of transferring jurisdiction and to set a date of October 4, 2006, 9:00 a.m. for the public hearing. The motion carried, Commissioners Lewis, George, and Stern voting aye.

#### Tax Foreclosures

22. **B. O. 06-559** - Designate the Newberg Graphic for publication of the 2006 Tax Foreclosure List.

Commissioner George moved approval of the designation of the Newberg Graphic as listed. The motion carried, Commissioners Lewis, George, and Stern voting aye.

#### Committees

23. **B. O. 06-560** - Consideration of approval of the reappointment of Dennis Goecks to the Budget Committee for a three-year term to expire June 30, 2009.

24. **B. O. 06-561** - Consideration of approval of the following changes to the Mental Health Advisory Board:

a. Resignations of Liz Fleming, Dick Lightfoot, and Ronald Stone; declare a vacancy for the position previously held by Diane Cilenti.

b. Reappointment of Joseph Arnold, Ron Camp, Janae Cisneros, Sally Martin, and Carl Whitfield for three-year terms to expire May 1, 2009;

c. Appointment of Cheryl Cooper-Radcliff for a three-year term to expire May 1, 2009.

25. **B. O. 06-562** - Acknowledge the resignation of Brad Myers from the Planning Commission.

Commissioner George moved approval of the appointments, reappointments and acceptance of resignations and vacancies as listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

26. **Tabled** - Discussion of prospective appointees to the Yamhill County Hospital Authority Board of Directors. *[To be discussed at later time.]*

#### County Logo

27. **Tabled** - Discussion of a request to incorporate part of the county logo design for use by YCAP drivers. *[To be discussed at next Informal Session.]*

C. **OLD BUSINESS:**

1. **B. O. 06-563** - Consideration of adoption of findings in support of RV-2-2006, a request for vacation of Woodland Heights Road, as tentatively approved July 26, 2006.

Commissioner Lewis moved approval of RV-2-06. The motion carried, Commissioners Lewis, George, and Stern voting aye.

2. **B. O. 06-564** - Consideration of adoption of Ordinance 790, approving Planning Docket PAZ-01-06, and adopting findings in support of the request for Plan Amendment/Zone Change from EF-80 to RC Recreation Commercial on approximately 12 acres to allow a 50-room boutique hotel with spa, restaurant, and meeting facilities, applicant David Kahn / Hazel B. Timmons Trust, as tentatively approved July 5, 2006 and continued from August 2, 2006.

Mr. Sanai provided the first and second reading of the ordinance by title only.

Commissioner Lewis moved adoption of Ordinance 790. The motion carried, Commissioners Lewis, George, and Stern voting aye.

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

1. Approve agreements between Public Works and the following providers as listed:
  - a. **B. O. 06-565** - ODOT Flexible Service Agreement, No. 20656
  - b. **B. O. 06-566** - Portland Metropolitan Area Transportation (PMAT) Cooperative Intergovernmental Agreement for Equipment and Services.

Commissioner Lewis moved approval of the two public works contracts listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

2. **B. O. 06-567** - Authorize a notice of intent to award bid to Salem Road & Driveway in the amount of \$482,817.50 for road overlay projects; authorize the chair to execute the contract, contingent upon no challenges and upon approval of county counsel.

Commissioner Lewis moved approval of the notice of intent to award bid, and to authorize the chair to execute a contract, provided there are no challenges to the bid and upon approval of the county counsel. The motion carried, Commissioners Lewis, George, and Stern voting aye.

3. Surplus properties - There was followup discussion of the inventory of surplus properties.

John Gray reviewed information about the properties to be offered to adjoining neighbors prior to being placed on the surplus property inventory for the upcoming auction now scheduled for October 24. He said that on September 20 the Board will be asked to adopt an order authorizing the sale and adopting the inventory of properties to be offered at auction. There was discussion of two approximately five-acre parcels, one adjacent to the Willamette River outside Dayton and the other in rural Sheridan. Commissioner George suggested that each may be a good site for a

county park. Consensus: Ms. George will work with the Parks Coordinator to determine whether

the Parks Division has an interest in either or both properties.

4. **B. O. 06-568** - Approve the annual renewal of a contract between Family & Youth and Lutheran Community Services Northwest for a base compensation of \$5,000 monthly, and payment for OCP services at \$2,201.17 monthly and a final payment adjustment, not to exceed \$6000, effective July 1, 2006 through June 30, 2007.

Commissioner George moved approval of the contract as listed above. The motion carried, Commissioners Lewis, George, and Stern voting aye.

5. **B. O. 06-569** - Approve a change in work status for Jennifer Beecroft, R.N., Public Health, to resume a four-day work week, effective August 9, 2006.

Commissioner George moved approval of the change in work status for Ms. Beecroft as listed. The motion carried, Commissioners Lewis, George, and Stern voting aye.

6. Washington, D.C. Fly-In / White House Briefing - There was discussion of whether the individual commissioners would participate in the “NFCSC Save Our Rural Schools & Communities National Fly-In”, September 13 -14, 2006. No decision was made.

There was discussion of whether individual members of the Board would participate. Ms. Lewis stated she is currently scheduled to go but if the delegation reaches its target number of forty attendees, she will change her plans. Consensus: continue discussion next week, after more information is received about the number of people who will participate.

7. **B. O. 06-570** - Declare an unused door and door frame to be surplus property; authorize donation of the door and door frame to the Amity High School, selection of the door and frame to be made by Maintenance Supervisor Brian Dunn.

Commissioner Stern moved to declare an unused door and door frame as surplus property and to authorize donation of same to the Amity High School. The motion carried, Commissioners Lewis, George, and Stern voting aye.

8. Request for bicycle race permits - no action necessary by Board.

John Gray stated the Public Works Department is working with the race organizers; no action is required of the Board.

9. Electrical fee waiver request / Newberg ‘Tunes on Tuesday’ event - Following discussion the Board consensus was to collectively donate the fee.

Ms. Stern stated the electrical permit is necessary for only one event of the summer concert series and that the fee cannot be waived. However, the concert series is beneficial to the community

and she would like to support the effort. Consensus: the commissioners will each contribute to cover

the fee.

10. Court Facilities Survey - Kathy George will work with John Krawczyk, Brian Dunn, and Accounting Staff to respond to the survey.

11. Chemeketa Bond - Schedule time at informal session on August 21 or August 28. Ms. Stern will arrange.

12. Change in Schedule / Formal Session - Consensus: formal session on August 30, 2006 will be changed to 10:00 a.m., due to a schedule conflict.

13. Public Opinion Survey re: meth - Discussion to be held on August 23, 2006. The Board will hold a work session to consider the results of the public opinion poll.

14. City/County Dinners - Consensus: The Board may discuss rising costs of individual dinners at future date.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.

a. Parks Board, two positions;

b. Commission on Children & Families, one youth position and three alternate 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 Sally Lawson at (503)304-3473 or by e-mail at [Sally.Lawson@state.or.us](mailto:Sally.Lawson@state.or.us).

The meeting adjourned at 10:32 a.m.

Carol Ann White  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair

MARY P. STERN

Commissioner

LESLIE LEWIS

Commissioner

KATHY GEORGE