

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 October 31, 2007 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George, Mary P. Stern, and Leslie Lewis being present.

Also present was John M. Gray, Jr., County Counsel; John Krawczyk, Administrative Services Director; Laura Tschabold, Administrative Services Assistant Director; and Tigger, 678 NW 10<sup>th</sup> Street, McMinnville.

Commissioner George 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. None offered.

B. **CONSENT AGENDA:** Ms. Stern moved approval of the consent agenda, noting that Michael Petraseck is a Registered Nurse, which explains the hourly rate on item B(5). The motion passed, Commissioners George, Stern, and Lewis voting aye.

Personnel

1. **B. O. 07-964** - Approve the employment of Derek Laurie, Beaverton, as Accounting Technician in Health & Human Services, regular full-time, Range 14, Step 1, effective October 31, 2007.

2. **B. O. 07-965** - Approve the employment of Michael McNickle, McMinnville, as Program Manager 3 in HHS Public Health, regular full-time, Range 27, Step 4, \$5216/month, effective November 5, 2007.

3. **B. O. 07-966** - Approve the employment of Jessica Schurtman, Portland, as HS Specialist 2 in HHS Adult Mental Health, regular full-time, Range 20, Step 1, \$3378/month, effective November 9, 2007.

4. **B. O. 07-967** - Approve the change of status of Olivia Carson to HS Associate in HHS Adult Mental Health, temporary part-time, Range 14, Step 2, effective November 9, 2007 through June 30, 2008.

5. **B. O. 07-968** - Approve the employment of Michael Petraseck, McMinnville, as Extra Help in the Jail, temporary part-time, \$35/hour, retroactive to October 29, 2007 through April 30, 2008.

6. **B. O. 07-969** - Approve the change of status of Sarah Hantze Budzik to extend leave without pay through November 14, 2007.

Contracts/Grants

7. **B. O. 07-970** - Approve a Physician Services Agreement between HHS Family & Youth and Gilberto de Jesus-Rentas, M.D. for limited psychiatric services, \$150/hour up to 10 hours/week, effective October 31, 2007.

8. **B. O. 07-971** - Ratify the approval of Amendment #8 to the 2007-09 Financial Assistance Agreement

#119951 between Health & Human Services and Oregon Department of Human Services, retroactive to October 22, 2007.

9. **B. O. 07-972** - Approve Amendment #6 to the 2007-09 Financial Assistance Agreement #119951 between Health & Human Services and Oregon Department of Human Services.

10. **B. O. 07-973** - Approve Intergovernmental Agreement #1859 between the Assessor's Office and Oregon Department of Revenue to accept ORMAP grant funds for the development of a base map system, \$29,900, project to be completed by December 31, 2008.

11. **B. O. 07-974** - Accept the low quote from Fjelland Floors for carpeting in the Trial Court Services offices in the courthouse, \$7574.

#### Committees

12. **B. O. 07-975** - Appoint Jeff Hanson to the Ambulance Service Area Advisory Committee to fill the unexpired term of Julia Florea through December 31, 2008.

#### Economic Development

13. **B. O. 07-976** - Authorize the payment of \$10,000 from the Economic Development Fund to the McMinnville Economic Development Partnership.

#### C. **OLD BUSINESS:**

1. **B. O. 07-977** - Consideration of adoption of findings in support of Public Works Docket RV-4-2007, a petition for the vacation of Hilyard Street in the Hillcrest Addition near Sheridan, as tentatively approved October 24, 2007.

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

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

1. Recess to Commissioners' Office at 9:06 a.m. for discussion of construction excise tax. *[Town Hall meeting scheduled for 3:00 p.m. on November 8, 2007 in Room 32 of the courthouse to discuss procedures for implementing Senate Bill 1036.]*

The meeting reconvened at 9:15 a.m. in the Oval Office of the Fenton House. Joining the meeting for this portion was Mike Brandt, Planning Director.

Mr. Brandt stated that, in the interest of public service, it makes sense for the county to be the entity to collect the taxes, although it is not required. He stated that the 1% cap for administrative costs will not cover the county's costs and requested that the commissioners urge their senators to increase the cap. John Gray agreed that the administrative fees should be increased to 5% in two years.

Mr. Brandt also requested that the forms, procedures, and agreements be uniform for all of the school districts in order to keep costs down. He said that a meeting would need to be held with representatives from each of the school districts to discuss these issues. He expressed concern about the sample agreement provided on the website and requested that Mr. Gray reword it.

He stated that he would like to see a strong public relations campaign from the school districts to educate citizens before they come to the Planning Department. Ms. Lewis agreed with the need for a PR campaign and suggested asking the Association of Oregon Counties to develop some materials for the school

districts to hand out. Ms. Stern noted that it would not be too expensive for the districts to develop their own supplies in order to get it done more quickly.

After further discussion, the Board agreed to hold a county Town Hall meeting at 3:00 p.m. on November 8, 2007 to discuss issues such as uniform procedures and forms, a PR campaign, who will pay for the forms, and how the taxes will be collected and disbursed. John Krawczyk suggested that the taxes be disbursed monthly with no interest, which is the process used by the county for the Chehalem Parks & Recreation District. Ms. Stern agreed to work with Mr. Brandt and Mr. Gray on a letter inviting each of the cities and school districts to the meeting.

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 & Families, three lay alternate position and one youth position;
  - b. Local Alcohol and Drug Planning Committee, two positions;
  - c. Road Improvement Advisory Committee, one position;
  - d. Special Transportation Advisory Commission, one position.
  
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 9:45 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair KATHY GEORGE

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Commissioner MARY P. STERN

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Commissioner LESLIE LEWIS