

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 May 28, 2008 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were John M. Gray, Jr., County Counsel; John Krawczyk, Administrative Services Director; Laura Tschabold, Administrative Services Assistant Director; Steve Mikami, Personnel Officer; Bill Gille, Public Works Director; Becky Weaver, Accounting Division Manager; Richard Sly, Community Corrections Director; Barb Paladeni, Community Corrections Division Manager; Murray Paolo, Information Systems Director; Kris Bledsoe, candidate for commissioner; and David Horner, 1500 NE Baker St, McMinnville.

Commissioner Stern 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. **AGENDA:**

Minutes

1. Consideration of adoption of the following informal session minutes:
 - a. **B. O. 08-314** - January 7, 2008;
 - b. **B. O. 08-315** - January 14, 2008;
 - c. **B. O. 08-316** - February 11, 2008;
 - d. **B. O. 08-317** - February 25, 2008;
 - e. **B. O. 08-318** - March 3, 2008;
 - f. **B. O. 08-319** - March 17, 2008;
 - g. **B. O. 08-320** - March 24, 2008;
 - h. **B. O. 08-321** - March 26, 2008 work session;
 - i. **B. O. 08-322** - March 31, 2008;
 - j. **B. O. 08-323** - April 14, 2008
2. Consideration of adoption of the following formal session minutes:
 - a. **B. O. 08-324** - January 2, 2008;
 - b. **B. O. 08-325** - January 9, 2008;
 - c. **B. O. 08-326** - January 16, 2008;
 - d. **B. O. 08-327** - January 17, 2008;
 - e. **B. O. 08-328** - February 13, 2008;
 - f. **B. O. 08-329** - March 5, 2008;
 - g. **B. O. 08-330** - March 19, 2008;
 - h. **B. O. 08-331** - March 26, 2008;
 - i. **B. O. 08-332** - April 2, 2008.

Ms. George moved approval of items B(1) and B(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Personnel

MINUTES

3. Consideration of the employment of the following individuals as Corrections Reserve in the Jail, part-time on-call, \$10/hour:
 - a. **B. O. 08-333** - John Taylor, Monmouth, retroactive to May 23, 2008;
 - b. **B. O. 08-334** - Joshua Myles Gordon, Cornelius, effective May 28, 2008.
4. **B. O. 08-335** - Consideration of the employment of Nathan Gates, Tigard, as Engineer Tech 1 in the Surveyor's Office, temporary full-time, \$16/hour, retroactive to May 27, 2008 through October 31, 2008.
5. **B. O. 08-336** - Consideration of the employment of Jessica Whitfield and Jola Fuentes as Extra Help in HHS Abacus, temporary part-time, \$9/hour, effective May 29, 2008 through September 30, 2008.
6. **B. O. 08-337** - Consideration of the change of status of Jennifer Trumbo to temporary part-time employment in the HHS Quality Management Program, effective May 29, 2008 through December 31, 2008.
7. **B. O. 08-338** - Consideration of the change of status of Ronald Roach to extend temporary part-time employment in Community Corrections, retroactive to May 15, 2008 through November 14, 2008.

Following the public hearing for item E(1), Ms. Stern moved approval of items B(3) through B(7). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Contracts/Grants

8. **B. O. 08-339** - Consideration of approval of a memorandum of agreement between the Board of Commissioners, the Surveyor, Yamhill County Employee's Association, and Gerry Pappe regarding the reclassification of Mr. Pappe from Senior Engineering Specialist to Survey Specialist 1, effective July 1, 2008.

Ms. Lewis moved approval of the memorandum of agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye. Ms. Stern noted that this is a result of the reorganization in the Public Works department.

9. **B. O. 08-340** - Consideration of authorizing Public Works to apply for a NACE grant to upgrade 600 reflective signs to comply with the new FHWA minimum standards, \$1599.

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

10. **B. O. 08-341** - Consideration of Intergovernmental Agreement #11116 between the Juvenile Department, provider, and Oregon Youth Authority to accept grant funding for gang intervention services, \$61,717, effective through June 30, 2009.

Ms. Stern moved approval of the agreement. The motion passed, Commissioners Stern,

Lewis, and George voting aye. Ms. Lewis discussed an e-mail message from Crime Victims United that shows an interesting contrast between Multnomah and Yamhill County juvenile programs and stated that she would forward the e-mail to the other commissioners for possible discussion at a later time. She said that Yamhill County should market its program more.

11. **B. O. 08-342** - Consideration of accepting a proposal from Boldt, Carlisle & Smith, LLC for the 2007-08 audit, \$29,500 base audit fee plus a single audit fee of .15% of total federal grant expenditures.

Becky Weaver explained that Isler CPA has declined to continue their audit services due to staff reductions. She discussed the need to comply with audit standards for documentation of internal controls and federal grants. She agreed to talk with the contractor about reducing the proposed \$2900 cost to audit the Yamhill Emergency Communications District. Ms. Stern moved to accept the audit proposal for Yamhill County. The motion passed, Commissioners Stern, Lewis, and George voting aye.

12. **B. O. 08-343** - Consideration of approval of Intergovernmental Agreement #0809036 between HHS Public Health and Multnomah County for the use of Multnomah County's Communicable Disease database program, not to exceed \$1049.

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

Fees

13. **B. O. 08-344** - Consideration of adoption of a new fee schedule for HHS Public Health, as recommended by the Yamhill County Board of Health.

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

Surplus Property

14. **B. O. 08-345** - Consideration of declaring computer equipment as surplus county property to be sold to the public in a "cash and carry" sale on June 9, 2008 in the Annex conference room; authorize a change fund in the amount of \$200 for the day of the sale.

Ms. Lewis moved approval of item B(14). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Cell Phones

15. **B. O. 08-346** - Consideration of authorizing signs to be posted in the Commissioners' Office prohibiting the use of cell phones in public areas.

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

Discretionary Expense

16. Declaration of a \$533.63 expenditure from Commissioner Lewis' discretionary account for a portable Kenwood radio.

Committees

17. **B. O. 08-347** - Consideration of moving Debi Mulcahy from a lay member of the Commission on Children & Families to an alternate lay member.

Ms. George moved approval of item B(17). The motion passed, Commissioners Stern, Lewis, and George voting aye.

C. **OLD BUSINESS:** None.

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

1. Executive session to discussion a proposed bargaining settlement with the Federation of Oregon Parole & Probation Officers (FOPPO). *[No formal action taken.]*

The meeting recessed to executive session at 9:43 a.m. pursuant to ORS 192.660(2)(d). The meeting reconvened at 10:15 a.m. with no final decisions made and the sense of the Board conveyed to John Gray, then recessed immediately. The Board reconvened at 10:24 a.m. in the Oval Office of the Fenton House.

2. Discussion of Capital Improvement projects. *[No formal action taken.]*

Present for this portion of the meeting were Commissioners Stern, Lewis, and George, John Krawczyk, Laura Tschabold, Brian Dunn, Chris Johnson, and Kris Bledsoe.

Mr. Dunn distributed copies of the current and proposed Capital Improvements Project Lists and Mr. Krawczyk distributed copies of the Capital Improvements budget. The group discussed at length the current and proposed projects as well as possible energy-saving measures. Mr. Krawczyk stated that he would put all of the energy improvements on a separate budget line and, if the engineer's estimates are favorable and there is a decent payback period, request an interfund loan mid-year. He said that he would get updated numbers from Mr. Johnson for HHS improvements and rebuild the Capital Improvements budget for adoption in June. Ms. Tschabold emphasized the importance of balancing requests that come in throughout the year for cosmetic improvements with major structural needs faced by the county.

E. **PUBLIC HEARINGS:**

1. **B. O. 08-348** - Consideration of the proposed transfer of Tax Lot R4429 AD 07100 (the "Martin & Wright Property") to the McMinnville School District.

John Gray provided background information and stated that the property is now safe to be used for an elementary school, so the school district is exercising its option to purchase the land. He reviewed the terms of the purchase agreement, which will take effect when the school district surrenders the remaining funds.

No public testimony was offered. David Horner, McMinnville School District, complimented county staff on their willingness to work with the school district and stated that this will be an enhancement for the community.

Ms. Lewis moved to authorize the transfer of the property to the school district. The motion passed, Commissioners Stern, Lewis, and George voting aye.

F. ANNOUNCEMENTS:

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

- a. Commission on Children & Families, one lay position, two lay alternate positions, one youth position, and one professional alternate position;
- b. Parks & Recreation Board, two positions;
- c. Planning Commission, one position;
- d. Road Improvement Advisory Committee, one position;
- e. 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.

The meeting adjourned at 11:34 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY P. STERN

Commissioner LESLIE LEWIS

Commissioner KATHY GEORGE