

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 July 2, 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; Rick Sanai, Assistant County Counsel; John Krawczyk, Administrative Services Director; Laura Tschabold, Administrative Services Assistant Director; Mike Brandt, Planning Director; Ken Friday, Planning Division Manager; Sarah Bates and Jan Lewis, Public Health; David Bates and Starla Pointer, News-Register; Sam Justice, PO Box 480, McMinnville; Megan Ramos and Jonia Pierce, PO Box 865, McMinnville.

Commissioner Stern called the meeting to order.

**SPECIAL EVENT:** Tdap vaccinations for commissioners. Sarah Bates provided information about the Tdap vaccination for whooping cough. Commissioners Stern and Lewis received the vaccination and Commissioner George stated that she would get hers later when she had the necessary paperwork filled out.

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. Lewis moved approval of the consent agenda with a modification to item B(5). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Personnel

1. **B. O. 08-448** - Approve the employment of Gloria Martinis, McMinnville, as HS Specialist 1 in HHS Family & Youth, regular part-time, Range 17, Step 7, \$22.81/hour, effective July 3, 2008.

2. **B. O. 08-449** - Approve the change of status of Laura Tschabold to Administrative Services Director, Range 38, Step 1, effective July 9, 2008.

3. **B. O. 08-450** - Approve the change of status of Nathan Gates to regular full-time employment in the Surveyor’s Office, Range 14, Step 1, effective July 9, 2008.

4. **B. O. 08-451** - Approve the change of status of the following individuals to extend temporary on-call employment in the Clerk's Office, effective July 1, 2008 through June 30, 2009:
- a. Patricia Harding, Range 10, Step 6, \$15.81/hour;
  - b. Sondra Clark, Range 7, Step 1, \$10.46/hour;
  - c. Cleo Harding, Range 7, Step 6, \$13.63/hour;
  - d. Robert Vertregt, Range 7, Step 4, \$12.30/hour;
  - e. Marsha Gabriel, Range 17, Step 3, \$20/hour.

Refunds

5. **B. O. 08-452** - Authorize a \$1003 refund from the Planning Department to the Oregon Department of Transportation.

Fees

6. **B. O. 08-453** - Approve the 2008-09 fee schedule for Health & Human Services, effective July 7, 2008.

**C. PUBLIC HEARINGS:**

1. Grant close-out hearing for Year 3 of the Regional Housing Resource Center.

Ms. Stern opened the public hearing. Megan Ramos reviewed the Resource Center's accomplishments for 2007. There being no public comment, the hearing was closed. Ms. Stern noted for the record that an opportunity had been provided for public comment.

**D. OLD BUSINESS:**

1. Consideration of adoption of findings in support of Planning Docket S-13-06(MB), a request for a ten-lot subdivision on 31.05 acres subsequent to a Measure 37 claim, applicant John Kroo, as tentatively approved on June 12, 2008 following a remand from LUBA. *[Continued to July 9, 2008.]*

Mike Brandt stated that he had received a draft determination the previous evening from Todd Sadlo, the county's independent vesting officer. He said that the determination denies the vesting application on the basis that the application is incomplete without final land use approval from the county. He said that the determination explains that many of the applicant's expenditures were made in anticipation of getting final land use approval, but Mr. Kroo had reasonable notice of the unlikelihood of getting that approval. He added that he expects to have a final signed copy of the vesting determination from Mr. Sadlo by Thursday.

Ms. Lewis stated that the Board's tentative approval was contingent on the vesting determination and she can't support the docket without vesting approval. Mr. Gray suggested continuing the docket until the final determination is received. Sam Justice, representing the applicant, stated that he would be willing to accept a continuance.

Ms. Lewis moved to continue item D(1) to July 9, 2008. The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 08-454** - Consideration of adoption of Ordinance 827 in support of Planning Docket Z-01-08(SA), a request for zone change from AF-20 to EF-20, applicants Robert & Cindy Woods, as tentatively approved by the Planning Commission on June 5, 2008.

Rick Sanai provided the first and second readings of Ordinance 827 by title only, declaring an emergency. Ms. Lewis moved to adopt the ordinance. The motion passed, Commissioners Stern, Lewis, and George voting aye.

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

1. Consideration of approval of the change of status of Jodi Bradley to Appraiser 2 in the Assessor's Office, Range 18, Step 1, \$3265/month, effective July 9, 2008. *[Continued to July 9, 2008.]*

Ms. Stern stated that Dave Lawson had requested the reclassification and Scott Maytubby is opposed to it because Ms. Bradley isn't performing Appraiser 2 duties, but won't fight it, so the decision is up to the Board.

Ms. Lewis stated that the Board should do what it can to hold back on increased expenses in the coming year, but this reclassification was budgeted and she can go along with it. Ms. George stated that she is not in favor of the reclassification, pointing out that the Assessor's Office has been subsidized by other departments for the last few years and this would be handicapping the new assessor. Ms. Stern suggested finding out if Ms. Bradley is actually doing Appraiser 2 work and stated that if she is, the Board doesn't have much choice but to approve the reclassification. She said that she didn't think denying the request would negatively affect the CAFFA grant because the state is more interested in the number of positions.

Ms. Lewis stated that Ms. Bradley has been planning for this promotion and the Board should not deny it without first talking to her. Ms. Stern agreed to talk to her and to Mr. Maytubby about the level of duties she is performing.

2. **B. O. 08-455** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #289141 for the 2007-09 Financial Assistance Agreement #119951 between Health & Human Services and Oregon Department of Human Services, effective July 1, 2008.

Ms. George moved approval of item E(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

3. **B. O. 08-456** - Consideration of continuing the current Board of Commissioners Areas of Responsibility, retroactive to July 1, 2008 through January 3, 2009.

Ms. Lewis moved approval of item E(3). The motion passed, Commissioners Stern, Lewis, and George voting aye.

4. Discussion of the need to move the YCTA bus stop from the U.S. Bank plaza. *[No formal*

*action taken.]*

Ms. Lewis stated that she, Tonya Saunders, and representatives from YCAP and the City of McMinnville are looking for a new location for the central bus stop. She explained that the busses are causing congestion around the U.S. Bank plaza, that area is often blocked off for events, and the McMinnville Downtown Association believes that it is attracting an element of people who are being verbally abusive to customers in the downtown area. She noted that the city’s long-term plan is to make Fifth Street more of a collector street to relieve traffic on Third Street, so they are opposed to a location in front of the courthouse. The group discussed other potential locations close to the downtown area and agreed to walk the area before meeting with the other representatives.

**F. ANNOUNCEMENTS:**

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

- a. Commission on Children & Families, two full members, two alternate members, and one youth position;
- b. Parks & Recreation Board, two positions;
- c. Road Improvement Advisory Committee, 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 10:08 a.m.

Anne Britt  
Secretary

**YAMHILL COUNTY BOARD OF COMMISSIONERS**

---

Chair MARY P. STERN

---

Commissioner LESLIE LEWIS

---

Commissioner KATHY GEORGE