

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, OREGON (“the Board”) sat for the transaction of County business in combined formal/informal session on December 29, 2008 at 2:00 p.m. in the Fenton House conference room, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were Laura Tschabold, Administrative Services Director; John Krawczyk, Budget Officer, Rick Sanai, Assistant County Counsel; Steve Mikami, Personnel Officer; Martin Chroust-Masin and John Stalcup, Planning Department, and guests Edwin Sharer and Matt Dunckel.

NOTE: The agenda originally scheduled for December 22, 2008, was postponed due to a snow event and is incorporated herein.

PRESENTATION: The Commissioners expressed their appreciation for the many years of service to the citizens of Yamhill County by Martin Chroust-Masin and John Stalcup.

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:**

Minutes

1. Consideration of approval of the following informal session minutes:
 - a. **B. O. 08-835** - April 11, 2008 work session;
 - b. **B. O. 08-836** - April 21, 2008;
 - c. **B. O. 08-837** - April 28, 2008;
 - d. **B. O. 08-838** - June 9, 2008;
 - e. **B. O. 08-839** - June 30, 2008;
 - f. **B. O. 08-840** - July 7, 2008;
 - g. **B. O. 08-841** - July 14, 2008;
 - h. **B. O. 08-842** - September 29, 2008;
 - i. **B. O. 08-843** - November 3, 2008.

Commissioner George moved approval of the minutes of informal sessions as listed above; the motion carried, Commissioners Stern, Lewis, and George voting aye.

2. Consideration of approval of the following formal session minutes:
 - a. **B. O. 08-844** - April 16, 2008;
 - b. **B. O. 08-845** - April 23, 2008;
 - c. **B. O. 08-846** - April 23, 2008 (p.m.);
 - d. **B. O. 08-847** - April 30, 2008;
 - j. **B. O. 08-853** - June 25, 2008;
 - k. **B. O. 08-854** - July 9, 2008;
 - l. **B. O. 08-855** - July 16, 2008;
 - m. **B. O. 08-856** - July 23, 2008;

- e. **B. O. 08-848** - May 21, 2008;
- f. **B. O. 08-849** - May 28, 2008;
- g. **B. O. 08-850** - June 2, 2008;
- h. **B. O. 08-851** - June 11, 2008;
- i. **B. O. 08-852** - June 18, 2008;
- n. **B. O. 08-857** - July 30, 2008;
- o. **B. O. 08-858** - August 20, 2008;
- p. **B. O. 08-859** - October 15-16, 2008;
- q. **B. O. 08-860** - October 29, 2008;
- r. **B. O. 08-861** - November 5, 2008.

Commissioner Lewis moved approval of the minutes of formal sessions as listed above; the motion carried, Commissioners Stern, Lewis, and George voting aye.

Personnel

- 3. **B. O. 08-862** - Consideration of approval of the change of status of Edwin Bishop from .6 to .8 FTE in HHS Enhanced Care, effective December 24, 2008.
- 4. **Omit** - Consideration of a request to amend the HHS position management roster to add a full-time HHS Specialist 1 position and a full-time HHS Specialist 2 position in Developmental Disabilities.
- 5. **B.O. 08-863** - Consideration of approval of a contract employee agreement between HHS Adult Mental Health and Aida Apple for psychiatric nurse services, \$40/hour, retroactive to December 18, 2008.
- 6. **B. O. 08-864** - Consideration of a contract agreement between Administrative Services and Steve Mikami for special projects as assigned, \$33.39/hour, effective January 1, 2009 through June 30, 2009.
- 7. **B. O. 08-865** - Consideration of extension of the part-time employment of Richard Sly in Community Corrections through April 2, 2009, at \$25/hour.
- 8. **B. O. 08-866** - Consideration of a change in status to return Eric Clowser to hourly employment as a Corrections Reserve, \$15/hour, retroactive to December 17, 2008.

Commissioner George moved approval of items B3 through B8, omitting item 4. The motion carried, Commissioners Stern, Lewis, and George voting aye.

Contracts/Grants

- 9 **B. O. 08-867** - Consideration of approval of an agreement between the Board of Commissioners, the Fair Board, and Josiah Muckey for Fairground Security Attendant services, \$8.40/hour, retroactive to December 1, 2008.

Commissioner Lewis moved approval of the agreement for fairground security attendant services; the motion carried, Commissioners Stern, Lewis, and George voting aye.

- 10. **B. O. 08-868** - Consideration of approval of Amendment #6 to the 2008-09 Financial

Assistance Agreement #124853 between HHS Public Health and Oregon Department of Human Services.

Commissioner George moved approval of Amendment #6 as listed; the motion carried, Commissioners Stern, Lewis, and George voting aye.

11. **B. O. 08-869** - Consideration of authorizing HHS Public Health to apply for \$75,000 in grant funding from the National Association of Chronic Disease Directors for ACHIEVE: Action, Communities for Health, Innovation, and Environmental change.

Commissioner George moved approval of authorizing application for grant funding as listed; the motion carried, Commissioners Stern, Lewis, and George voting aye.

Committees

12 **B. O. 08-870** - Consideration of approval of the following changes to the Ambulance Service Area Committee: reappoint Donna Albarella, Janis Cameron, Frank Douglas, Jeff Hanson, Terry Lucich, Dave Meier, and Robert Moore, M.D. for two-year terms to expire December 31, 2010; and appoint Doug McGillivray to fill the unexpired term of John Boynton through December 31, 2010.

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

Refunds

13. **B. O. 08-871** - Consideration of authorizing a \$700 refund from the Planning Department to Randolph Lytle.

Commissioner Stern moved approval of the refund to Mr. Lytle, as requested by the Planning Department. The motion carried, Commissioners Stern, Lewis, and George voting aye.

C. OLD BUSINESS:

1. **B. O. 08-872** - Consideration of acknowledging the City of Newberg's acceptance of a jurisdictional transfer of a portion of Second Street from State Highway 219 to South Springbrook Road, as confirmed by the Newberg City Council in Resolution #2008-2819, and originally offered by Yamhill County to the City of Newberg in Board Order 07-844, September 5, 2007.

Commissioner Lewis moved to approve acknowledgment of the City of Newberg's acceptance of a jurisdiction transfer of a portion of Second Street as listed above. The motion carried, Commissioners Stern, Lewis, and George voting aye.

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

1. Briefing by Ken Friday, Planning Department, regarding Planning Docket S-01-08/V-03-08.

Following Mr. Friday's brief summary, the Board scheduled a site visit for Tuesday, January 6, at 1:00 p.m.

2. **B. O. 08-873** - Ratification of the temporary part-time emergency hire of Adam Kurtz, Paul Heath, and Frank Johnson as heavy equipment operators to assist with snowplough activities, \$20/hour, effective December 17, 2008 through January 31, 2009, as needed.

Commissioner Lewis moved to ratify the emergency hire of three temporary part-time heavy equipment operators. The commissioners expressed their appreciation for the public works crew's invaluable assistance to citizens of the county during the major snow event of the past several days.

The motion to ratify the emergency hires carried, Commissioners Stern, Lewis, and George voting aye.

3. **B. O. 08-874** - Approve a professional services agreement between HHS Abacus Program and Project ABLE to continue Consumer Care Partnerships (CCP), authorizing up to \$26,931 for provision of prevention, education, and outreach services, effective through September 30, 2009.

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

4. **B. O. 08-875** - Approval of the designation of Board of Commissioners Areas of Responsibilities effective January 5 through June 30, 2009.

Following brief discussion, Commissioner George moved approval of the proposed draft with changes to correct names of certain committees and to move the responsibility for Facilities liaison to Commissioner Stern's list of duties. The motion carried, Commissioner Stern, Lewis, and George voting aye.

5. Schedule Date for Presentation of Years of Service Awards: Consensus: schedule January 7, 2009, at 9:00 a.m. in room 32 of the courthouse.

6. Budget Planning - John Krawczyk provided information regarding various funding issues and budget planning for department heads for the coming fiscal year. There was extensive discussion with Mr. Krawczyk and various options outlined. No action was taken.

E. **PUBLIC HEARINGS:**

1. **Continued to February 4, 2009** - Consideration of the dissolution of West Sheridan

Lighting District, as continued from November 24, 2008.

Commissioner Lewis moved to continue the scheduled hearing to February 4, 2009, awaiting confirmation from the Secretary of State of the District's completion of certain bookkeeping responsibilities. The motion carried, 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 full member and two alternate members;
- 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.

3. There will be no formal Board session on December 31.

Carol Ann White
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY P. STERN

Commissioner LESLIE LEWIS

Commissioner KATHY GEORGE