

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 November 4, 2009, 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; Rick Sanai, Assistant County Counsel; Laura Tschabold, Administrative Services Director; John Krawczyk, Budget Officer; Becky Weaver, Financial Services Manager; Hannah Hoffman, News-Register, and guest Katie Bernards.

Chair 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.

B. **CONSENT AGENDA:** John Gray requested item 10 of the Consent Agenda be omitted. Commissioner George moved approval of the consent agenda, omitting Item 10, as requested. The motion carried, Commissioners Lewis, George, and Stern voting aye.

Personnel

1. **B.O. 09-756** - Approve the employment of Kurt Cottrell as HS Specialist 1 in HHS Abacus, regular full-time, Range 17, Step 1, effective November 16, 2009.

2. Approve the employment of the following individuals in HHS Public Health, temporary part-time, \$20/hour:

a. **B. O. 09-757** - Alicia Dalton, retroactive to October 26, 2009, through December 31, 2009;

b. **B. O. 09-758** - Debra Severson, retroactive to October 1, 2009, through March 30, 2010.

3. **B. O. 09-759** - Amend the HHS position management roster to add one full-time HHS Specialist 1 position in Chemical Dependency.

Contracts/Grants

4. Approve the following Service Element Prior Authorization (SEPA) approval units for the 2009-11 Financial Assistance Agreement #127319 between HHS and Oregon Department of Human Services:

a. **B. O. 09-760** - Approval Unit #418161 , -\$4637;

b. **B. O. 09-761** - Approval Unit #419564, \$67,126.

5. **B. O. 09-762** - Approve an agreement between HHS Developmental Disabilities and Around the Corner, LLC, provider, for employment and alternative to employment services, retroactive to July 1, 2009, through June 30, 2010.
6. **B. O. 09-763** - Approve Amendment #1 to Grant Agreement #2008-6372 between the Juvenile Department, grantee, and Oregon Commission on Children & Families for Peer Court.
7. **B. O. 09-764** - Approve Grant Agreement 09-VOCA-3489 between the District Attorney's Office, grantee, and Oregon Department of Justice for the 2009-11 VOCA Project, not to exceed \$90,000, effective through September 30, 2011.

#### Insurance

8. **B. O. 09-765** - Approve a renewal of the county's workers compensation insurance policy with Liberty Northwest, \$473,875, retroactive to October 1, 2009, through September 30, 2010.

#### Committees

9. **B. O. 09-766** - Ratify the reappointment of Sally Dallas to the Newberg Urban Area Management Commission for a term to expire December 31, 2012.

#### Policy

10. **Omit** - Adopt an updated policy regarding the use of county landline and mobile telephones.

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

1. **B. O. 09-767** - Consideration of adoption of Ordinance 845 in support of Planning Docket PAZ-03-09 (KF), a request for a UGB amendment to include 1.24 acres and to rezone property from VLDR 2.5 to LI Light Industrial, applicant Elizabeth Fettig, as tentatively approved October 28, 2009.

Mr. Sanai provided the first and second readings of Ordinance 845 by title only.

Commissioner Stern moved approval of Ordinance 845, and declaring an emergency. The motion carried, Commissioners Lewis, George, and Stern voting aye.

2. **B. O. 09-768** - Consideration of adoption of Ordinance 846 in support of Planning Docket Z-02-09 (KF), a request for a zone change on 9.61 acres from HI Heavy Industrial to LI Light Industrial, applicant Elizabeth Fettig, as tentatively approved October 28, 2009.

Mr. Sanai provided the first and second readings of Ordinance 846 by title only.

Commissioner Stern moved adoption of Ordinance 846, and declaring an emergency; the motion carried, Commissioners Lewis, George, and Stern voting aye.

3. **B. O. 09-769** - Consideration of adoption of Ordinance 847 in support of PA-02-08 (KF), a request for a UGB amendment to include 20 acres east of Yamhill, applicants VanDyke Riverview Farms, LLC, and Tim Landauer, as tentatively approved October 28, 2009.

Mr. Sanai provided the first and second readings of Ordinance 847 by title only.

Commissioner George moved adoption of Ordinance 847, and declaring an emergency. The motion carried, Commissioners Lewis, George, and Stern voting aye.

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

1. **B. O. 09-770** - Adoption of new and newly revised accounting practices.

Ms. Tschabold presented recommendations for both new and revised accounting procedures which she said have been under discussion for some time. She said that some of the recommendations listed in this board order will require separate board orders because they affect the treasurer's office procedures.

Commissioner Lewis moved approval of the recommendations, with the understanding that separate board orders relating to some of the topics in this board order will be adopted at a later date. The motion carried, Commissioners Lewis, George, and Stern voting aye.

**E. PUBLIC HEARINGS:**

1. Consideration of the dissolution of West Sheridan Lighting District, as continued from September 9, 2009. [*Public hearing continued to February 24, 2010.*]

Commissioner Lewis reopened the public hearing.

Mr. Gray stated that this process began approximately one year ago when the County was notified by the Secretary of State's Audit Division that the lighting district was not in compliance with required audit procedures. He said that the County initiated dissolution procedures; however, the District objected and indicated it would become compliant. He said there has been some progress, but as of last week, the District had not yet submitted required paperwork to the Audits Division. He requested a continuance of three months.

Commissioner Stern moved to continue the public hearing to February 24, 2010, 9:00 a.m. The motion carried, Commissioners Lewis, George, and Stern 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, one youth member, and four alternate members;
- b. Parks & Recreation Board, two positions;
- c. Road Improvement Advisory Committee, one position;
- d. Special Transportation Advisory Commission, two positions.

The meeting adjourned at 9:21 a.m.

YAMHILL COUNTY BOARD OF COMMISSIONERS

Carol Ann White  
Secretary

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Chair

LESLIE LEWIS

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Commissioner

KATHY GEORGE

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Commissioner

MARY P. STERN