

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/informal session on February 17, 2011, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis and Kathy George being present and Commissioner Mary P. Stern being excused.

Also present were Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Rick Sanai, County Counsel; Mike Brandt, Planning Director; Stephanie Armstrong, Associate Planner; and Hannah Hoffman, News-Register.

Commissioner 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. None offered.

B. **AGENDA:**

Minutes

1. Consideration of approval of the following Board session minutes:
 - a. **B. O. 11-80** - January 6, 2011, formal session;
 - b. **B. O. 11-81** - January 13, 2011, formal session;
 - c. **B. O. 11-82** - January 20, 2011, formal session;
 - d. **B. O. 11-83** - January 24, 2011, informal session;
 - e. **B. O. 11-84** - January 27, 2011, formal session;
 - f. **B. O. 11-85** - January 31, 2011, informal session;
 - g. **B. O. 11-86** - February 3, 2011, formal session.

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

Contracts/Grants

2. Consideration of approval of contract employee agreements between the Planning Department and the following providers for Building Inspector 2 services, \$28.50/hour, effective February 24, 2011:
 - a. **B. O. 11-87** - Lucky Sullens;
 - b. **B. O. 11-88** - Tim Codiga.

Mike Brandt explained that the work load has increased since these individuals were laid off last fall. He said that there isn't enough work to bring a regular employee on, but he wants to have them both on contract to provide backup to Gary Van Der Veen. Ms. George moved approval of item B(2). The motion passed, Commissioners Lewis and George voting aye.

3. **B. O. 11-89** - Consideration of approval of Change Order #2 to an agreement between the Surveyor's Office and Newberg Surveying, Inc., provider, for surveying services north of Sheridan, RFP #4, authorizing an additional \$101.

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

4. **B. O. 11-90** - Consideration of ratification of Amendment #39 to the 2009-11 Financial Assistance Agreement #127319 between Health & Human Services and Oregon Department of Human Services, retroactive to February 4, 2011.

Ms. George moved approval of item B(4). The motion passed, Commissioners Lewis and George voting aye.

5. **B. O. 11-91** - Consideration of ratification of Amendment #4 to the 2010-11 Financial Assistance Agreement #132036 between HHS Public Health and Oregon Department of Human Services, retroactive to February 4, 2011.

Ms. George moved approval of item B(5). The motion passed, Commissioners Lewis and George voting aye.

6. **B. O. 11-92** - Consideration of approval of Amendment #13 to an agreement between HHS, provider, and Mid-Valley Behavioral Care Network for Oregon Health Plan mental health services.

Ms. George moved approval of item B(6). The motion passed, Commissioners Lewis and George voting aye.

7. **B. O. 11-93** - Consideration of ratification of Grant Agreement #MRC 11 975 between HHS Public Health, grantee, and National Association of County and City Health Officials (NACCHO) to build capacity in the Medical Reserve Corps, \$5000, retroactive to January 1, 2011, through July 31, 2011.

Ms. George moved approval of item B(7). The motion passed, Commissioners Lewis and George voting aye.

Capital Improvements

8. **B. O. 11-94** - Consideration of authorizing an expenditure of \$80,000 to cover half the cost of the boilers portion of the courthouse HVAC remodel project, with the remaining half to

be covered by federal grant dollars.

Chuck Vesper explained that the state has authorized an additional \$200,000 for the courthouse HVAC remodel, which freed up enough federal dollars to allow the county to include the boilers in the project. Laura stated that the county's portion would come from the contingency fund. Ms. Lewis moved approval of item B(8). The motion passed, Commissioners Lewis and George voting aye.

C. OLD BUSINESS:

1. **B. O. 11-95** - Consideration of adoption of Ordinance 863 in support of Planning Docket PAZ-05-10, a request for plan amendment/zone change from AF-10 Agriculture/Forestry to PAI Public Assembly Institutional for expansion of the existing cemetery by 1/2-acre, applicant Gibbs Cemetery, as tentatively approved February 10, 2011.

Rick Sanai provided the first and second readings of Ordinance 863 by caption only, declaring an emergency. Ms. George moved approval of the ordinance. The motion passed, Commissioners Lewis and George voting aye.

2. Consideration of amending the bylaws of the Classification Committee to designate the County Administrator as chair and update other language, as continued from February 10, 2011. *[Continued to March 3, 2011, but that action to be reconsidered on Feb. 24 since there is no Board session scheduled on March 3.]*

Mr. Sanai stated that he has prepared the amendment, but Ms. Tschabold would like to give it to YCEA for review first as a matter of courtesy. Ms. Lewis moved to continue the item to March 3, 2011. The motion passed, Commissioners Lewis and George voting aye.

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

1. Briefing by Stephanie Armstrong on Planning Docket PA-01-09(SA), a request to add approximately 44 acres to the Amity Urban Growth Boundary, applicant City of Amity.

Ms. Armstrong briefed the Board on the application. The Board agreed to schedule a site visit.

2. **B. O. 11-96** - Consideration of amending the HHS Family & Youth position management roster to delete one full-time HS Specialist 2 position and add one full-time HS Specialist 3 position.

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

3. **B. O. 11-97** - Consideration of the change of status of the following employees in HHS Family & Youth from HS Specialist 2 to HS Specialist 3, effective March 9, 2011:

- a. Margaret Terry, Range 22, Step 3;
- b. Janet Cain, Range 22, Step 6.

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

4. **B. O. 11-98** - Consideration of authorizing the Sheriff's Office to submit a grant application to the Oregon State Marine Board for the Marine Safety and Law Enforcement Program, \$71,220.

Ms. Lewis moved approval of item D(4). The motion passed, Commissioners Lewis and George voting aye.

5. **B. O. 11-99** - Consideration of accepting the withdrawal of IRS Environmental from the contract for asbestos abatement in the courthouse, and authorizing a notice of intent to award the contract to the next lowest responsive bidder.

Mr. Vesper stated that Global Pacific is the next lowest responsive bidder, but timelines are tight and approving the item without naming the contractor would expedite the process if an issue were to come up with Global Pacific and the county needed to move to the next lowest responsive bidder again. Ms. Lewis moved approval of item D(5). The motion passed, Commissioners Lewis and George voting aye.

E. PUBLIC HEARINGS:

1. Consideration of Planning Docket PAZ-01-10/WRG-01-10(KF), a request for plan amendment/zone change from EF-80 Exclusive Farm Use to MR-2 Mineral Resource on approximately 224 acres, applicant Baker Rock Resources, as continued from January 6 at the point of Staff Recommendation. *[Continued to March 17, 2011.]*

Ms. George moved to continue the docket to March 17, 2011. The motion passed, Commissioners Lewis and George voting aye.

2. **B. O. 11-100** - Consideration of the dissolution of West Sheridan Lighting District, as continued from January 6, 2011.

Ms. Lewis opened the public hearing. There being no public testimony, the hearing was closed. Ms. George moved to dissolve the district. The motion passed, Commissioners 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, four full members and three alternate members;
 - b. Parks & Recreation Board, one position;
 - c. Mid-Willamette Valley Area Commission on Transportation (MWACT) , Private Sector position (first posted 10-21-10).

The meeting adjourned at 10:35 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair

MARY P. STERN

Commissioner

LESLIE LEWIS

Commissioner

KATHY GEORGE