

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 24, 2011, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were Chuck Vesper, Deputy County Administrator; Christian Boenisch, Deputy County Counsel; Pat Anderson, Human Resources; Roy Panschow, Public Works; Scott Maytubby, Assessor; Doug McGillivray, Emergency Manager; and Hannah Hoffman, News-Register.

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 approval of the following minutes:
 - a. **B. O. 11-101** - February 7, 2011, informal session;
 - b. **B. O. 11-102** - February 10, 2011, formal session.

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

Personnel

2. **B. O. 11-103** - Consideration of a recommendation from the Classification Committee to reclassify Brian Linke and Jeff Ivie from Appraiser Analyst 2, Range 18, Step 3, to Appraiser Analyst 3, Range 20, Step 2, effective February 24, 2011.

Scott Maytubby stated that he had underfilled these positions in hiring Mr. Linke and Mr. Ivie, but they have adapted well and are performing the duties of Appraiser Analyst 3 very well, which are quite different than the duties of Appraiser Analyst 2. Ms. Stern moved approval of item B(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

3. **B. O. 11-104** - Consideration of the change of status of Alma Mendez-Lozano to Legal Assistant in the District Attorney’s Office, Range 14, Step 5, effective February 24, 2011.

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

Contracts/Grants

4. **B. O. 11-105** - Consideration of approval of ORMAP Intergovernmental Agreement #2479 between the Assessor's Office, grantee, and Oregon Department of Revenue for the development of a base map system, \$19,420 for the re-mapping of 971 tax lots.

Scott Maytubby stated that he is now going out for two of these grants per year instead of one. He said that all of the cities have been re-mapped and he is now working on rural areas, with about 65% of the county completed overall. Ms. Stern moved approval of item B(4). The motion passed, Commissioners Stern, Lewis, and George voting aye.

5. **B. O. 11-106** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #522008 for the 2009-11 Financial Assistance Agreement #127319 between Health & Human Services and Oregon Department of Human Services, \$48,131.

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

6. **B. O. 11-107** - Consideration of approval of an updated agreement between HHS Family & Youth and Marcin Youthcare Services, LLC, for Joseph Leykam to provide county-wide training in Collaborative Problem Solving, \$55/hour, not to exceed \$5000, retroactive to January 1, 2011, through June 30, 2011.

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

7. **B. O. 11-108** - Consideration of approval of an agreement between HHS Developmental Disabilities and Renew Consulting, provider, for 24-hour residential services, effective March 1, 2011, through June 30, 2011.

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

8. **B. O. 11-109** - Consideration of approval of a revised Omnibus Inter-County Mutual Aid Agreement between Emergency Management and other counties to facilitate and encourage emergency assistance among counties.

Doug McGillivray explained that the 2005 agreement has been updated to be consistent with NIMS requirements. He said that there are currently 12 counties in the northwest region that are signatories to the agreement. Ms. George moved approval of item B(8). The motion passed, Commissioners Stern, Lewis, and George voting aye.

MIP List

9. **B. O. 11-110** - Consideration of approval of the 2011 Maintenance Improvement Projects List for Public Works.

Roy Panschow reviewed the 2011 MIP list. Ms. Lewis moved approval of item B(9), noting that Mr. Panschow and Edgar Peteros deserve a lot of credit for their effort in putting this together. She stated that the Road Improvement Advisory Committee had recommended approval of the list. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Refunds

10. **B. O. 11-111** - Consideration of authorizing the following refunds from HHS Chemical Dependency: \$17,800 to Marion-Polk Community Health Plan and \$1924 to Care Oregon.

Ms. George moved approval of item B(10). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Committees

11. **B. O. 11-112** - Reconsideration of the action taken on February 17, 2011, to continue the following item to March 3, 2011: Amend the bylaws of the Classification Committee to designate the County Administrator as chair and update other language. *[Item continued to February 28, 2011.]*

Ms. Lewis moved to reconsider the vote taken on February 17. The motion passed, Commissioners Stern, Lewis, and George voting aye. Ms. Stern moved to continue the item to February 28, 2011. The motion passed, Commissioners Stern, Lewis, and George voting aye.

12. **B. O. 11-113** - Consideration of the reappointment of Michelle Mathis and Gerritt Van Der Veen to the Employee Safety Advisory Committee for three-year terms to expire March 18, 2014.

Ms. Stern moved approval of item B(12). The motion passed, Commissioners Stern, Lewis, and George voting aye.

C. **OLD BUSINESS:** None.

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

1. **B. O. 11-114** - Consideration of amending the Assessor's Office personnel management roster to delete one full-time Appraiser Analyst 2 position and add one full-time Appraiser Analyst 3 position, effective February 24, 2011.

Ms. Stern moved approval of item D(1). The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 11-115** - Consideration of approval of an agreement between Yamhill County and Global Pacific Environmental, Inc., provider, for asbestos abatement in the courthouse, \$148,783.

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

3. **B. O. 11-116** - Consideration of the appointment of Mark Ryan to the Mid-Willamette Valley Area Commission on Transportation (MWACT), private sector position, for a two-year term to expire December 31, 2012.

Ms. Lewis moved approval of item D(3), explaining that the position is open because of the passing of Stan Christensen, who served on the commission for many years as well as in many other capacities in the county. The motion passed, Commissioners Stern, Lewis, and George voting aye.

E. PUBLIC HEARINGS:

1. **B. O. 11-117** - Consideration of a request for a mass gathering permit and exclusive use of Rogers Landing Park for the 2011 Memorial Weekend Boat Races, applicants Newberg Boat Club/Columbia Outboard Racing Association; consideration of waiving all but \$250 of the permit application fee.

Ms. Stern opened the public hearing. There being no public comment, the hearing was closed. Ms. George moved approval of item E(1). 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, four full members and three alternate members;
 - b. Parks & Recreation Board, one position.
2. There will be no formal Board session on March 3. The Board will instead hold a combined formal/informal session at 2:00 p.m. on February 28 at the Commissioners' Office.

The meeting adjourned at 10:38 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY P. STERN

Commissioner LESLIE LEWIS

Commissioner KATHY GEORGE