

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 June 30, 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 Laura Tschabold, County Administrator; Chuck Vesper, Deputy County Administrator; Rick Sanai, County Counsel; Christian Boenisch, Deputy County Counsel; John Krawczyk, Budget Officer; Ken Huffer, Parks Coordinator; Scott Maytubby, Assessor; Ted Smietana, Community Corrections Director; and Tom and Fran Genco.

Commissioner Stern called the meeting to order at 10:00 a.m.

**SPECIAL PRESENTATION:** Recognition of Tom Genco for his 33 years of service to Yamhill County.

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. George moved approval of the consent agenda. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Minutes

1. **B. O. 11-360** - Approve the minutes from the March 21, 2011, formal session.

Personnel

2. **B. O. 11-361** - Approve the employment of David Hancock as Laborer 2 in Public Works, temporary full-time, \$16/hour, retroactive to June 27, 2011, through December 8, 2011.

3. **B. O. 11-362** - Approve the temporary change of status of Michelle Morrison to full-time employment in the Juvenile Department, effective July 9, 2011, through August 23, 2011.

4. **B. O. 11-363** - Approve the change of status of Pamela Bonar to extend temporary on-call employment in HHS Family & Youth, effective July 1, 2011, through June 30, 2012.

5. **B. O. 11-364** - Approve the employment of Adam Clevidence, Tyler Lee, Trevor Tjaden, Wyman Brown, Devan Brooks, and Sonny Keithley as Corps Members in Juvenile Corrections

for the summer grant crew, temporary part-time, \$8.50/hour, retroactive to June 24, 2011, through September 1, 2011.

6. **B. O. 11-365** - Approve the change of status of Steven Warden to .5 FTE in Sheriff's Office Patrol, .3 FTE in Marine, and .2 FTE in Dog Control, effective July 9, 2011.
7. **B. O. 11-366** - Approve the change of status of Angi Elder to .8 FTE in Sheriff's Office Patrol and .2 FTE in Marine, effective July 9, 2011.
8. **B. O. 11-367** - Approve the change of status of the following Corrections Deputies in the Jail to change budget coding, effective July 9, 2011:
  - a. Malinda Wunderlich, Jonathan Summers, and Jerry Druery, move to Jail budget 10-41;
  - b. Derrin Broome, move to Jail budget 21-41.
9. **B. O. 11-368** - Approve the change of status of Carrie Martin from .75 to .48 FTE in the Jail, effective July 9, 2011.
10. **B. O. 11-369** - Approve the change of status of Patricia Brown, Mary Bramall, Kristine Givens, Ashley Lee, and Sharon Moore to extend temporary part-time employment in HHS Abacus, effective July 1, 2011, through June 30, 2012.
11. **B. O. 11-370** - Approve the change of status of the following individuals to extend temporary part-time employment in HHS Public Health:
  - a. Mary Sanchez, retroactive to June 24, 2011, through July 31, 2011;
  - b. Carole Most and Janet Matthews, retroactive to June 24, 2011, through June 30, 2012;
  - c. Roberta Packard and Kara DeMarco, effective July 1, 2011, through June 30, 2012.

#### Contracts/Grants

12. **B. O. 11-371** - Ratify approval of additional plant survey work to be completed by Cardno ENTRIX as part of the Habitat Conservation Plan project, not to exceed \$8960.
13. **B. O. 11-372** - Accept a proposal from ARAMARK Correctional Services, Inc., for food services in the Jail and authorize a notice of intent to award the contract to ARAMARK Correctional Services, Inc.
14. **B. O. 11-373** - Approve the 2011-12 Special Transportation Fund allocations, as recommended by the STF Committee, \$149,539.
15. **B. O. 11-374** - Approve Service Element Prior Authorization (SEPA) Approval Unit #533963 for the 2009-11 Financial Assistance Agreement #127319 between HHS and Oregon Department of Human Services, -\$6292.
16. **B. O. 11-375** - Authorize Community Corrections to submit a grant application for Phase 3 of the Evidence-Based Decision Making Initiative.

Fees

17. **B. O. 11-376** - Approve revised fee schedules for HHS Behavioral Health and Public Health (Clinic and Environmental Health), effective July 1, 2011.

Budget

18. **B. O. 11-377** - Approve the following transfer of appropriation authority for the 2010-11 budget: \$38,000 from 10-43 (Patrol) to 10-42 (Marine) for new boat purchase and personnel.

Signs

19. **B. O. 11-378** - Approve a proposal by the Yamhill-Carlton Winegrowers Association to erect and maintain three landmark signs at entrances to the Yamhill Carlton Viticultural Area.

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

1. **B. O. 11-379** - Consideration of a request from the assessor for additional position authority in the 2011-12 budget for a full-time Assistant Assessor position.

Scott Maytubby stated that the new position will be needed for three to four years due to the current circumstances of trying to correct policies and procedures, as well as the software transition. He reviewed a handout showing the financial impact on his budget. Ms. Stern stated the Board needs to respect Mr. Maytubby's position as an independently elected official, and he has laid out a good plan and has funds in his budget right now to cover it.

Ms. Stern moved approval of item C(1). Ms. George said that she understands the need for an additional position and thinks this is a good plan, but would rather make it a temporary position that is renewed annually. She stated that it is difficult to back down from such a high-level position in government. Ms. Lewis stated that Mr. Maytubby needs the staff now and will likely need the staff in the future, whether it is this position or another one. Ms. Stern stated that the staffing issue can be discussed every year at budget time and cuts can be made if there isn't enough money. She pointed out that every position in the county is essentially a temporary position. The motion passed, Commissioners Stern and Lewis voting aye and Commissioner George voting no.

2. **B. O. 11-380** - Consideration of the change of status of Frederick Dilley to extend temporary on-call employment in HHS Adult Mental Health, effective July 1, 2011, through August 31, 2011.

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

3. **B. O. 11-381** - Consideration of approval of Grant Agreement #27488 between the Transit Division, grantee, and Oregon Department of Transportation for the purchase of two new buses, \$310,005, effective July 1, 2011, through June 30, 2013.

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

4. **B. O. 11-382** - Consideration of ratifying approval of a grant agreement between Oregon State Marine Board and the Sheriff's Office, grantee, for boating safety and law enforcement services, \$71,220, effective July 1, 2011, through June 30, 2012.

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

5. **B. O. 11-383** - Consideration of authorizing Juvenile Corrections to submit a federal grant application for the implementation of a "Zero Tolerance" program regarding the Prison Rape Elimination Act, up to \$100,000/year for three years with a 25% in-kind match.

Ms. Stern moved approval of item C(5), stating that she doesn't believe this is a problem in Yamhill County's facility, but every facility is required to comply with the Prison Rape Elimination Act. The motion passed, Commissioners Stern, Lewis, and George voting aye.

6. **B. O. 11-384** - Consideration of authorizing the purchase of a 2010 Dodge Caravan from Jim Doran Auto Center of McMinnville for Health & Human Services, \$18,483, and declaring unit P-120 as surplus county property to be sold on eBay.

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

7. **B. O. 11-385** - Consideration of authorizing the chair to sign a modification of agreement between Yamhill County and Ball Janik, LLP, provider, for consulting services, not to exceed \$70,600, effective July 1, 2011, through June 30, 2012.

Ms. Lewis moved approval of item C(7). She stated that she doesn't feel there is a need to do state lobbying at this point and things have been slow at the federal level, so the contract amount is low, but it can be modified if things start to ramp up at the federal level. She said that an additional \$20,000 may be available from other entities if needed. The motion passed, Commissioners Stern, Lewis, and George voting aye.

8. **B. O. 11-386** - Consideration of authorizing an application for long-term disability insurance from Standard Insurance Company for Teamsters employees, subject to approval of the Terms & Conditions document by county counsel.

Laura Tschabold stated that Madison Insurance has given the county notice that they are dropping Teamsters, so an interim policy is needed until the county can go out with a request for proposals next year. Ms. Stern moved approval of item C(8). The motion passed, Commissioners Stern, Lewis, and George voting aye.

D. **OLD BUSINESS:**

1. **B. O. 11-387** - Consideration of adoption of findings in support of Planning Docket NCU-01-10, a non-conforming use application to allow replacement of a dwelling destroyed by

fire in 2006, applicant James Fisher, appellant Ronald Strasser, Jr., as tentatively approved (appeal denied) on June 23, 2011.

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

2. **B. O. 11-388** - Consideration of approval of Resolution 11-6-30-1 adopting the 2011-12 county budget in the amount of \$87,188,106, setting appropriations in the amount of \$79,894,786, and levying a tax rate of \$2.5775 per \$1000 assessed value.

John Krawczyk presented the budget resolution and schedule of appropriations. Ms. Lewis moved approval of item D(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

E. **PUBLIC HEARINGS:** None.

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.

The meeting adjourned at 10:50 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair MARY P. STERN

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Commissioner LESLIE LEWIS

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Commissioner KATHY GEORGE