

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 October 6, 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 Rick Sanai, County Counsel; Pat Anderson and Manuel Campos, Human Resources; Mike Brandt, Planning Director; Sherrie Mathison, Solid Waste Coordinator; Hannah Hoffman, News-Register; and Dave Haugeberg.

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

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

Personnel

1. **B. O. 11-610** - Approve the employment of Heather Walsh as Senior Accounting Clerk in HHS Adult Mental Health, regular full-time, Range 12, Step 1, effective October 9, 2011.

2. **B. O. 11-611** - Approve the change of status of Kristine Givens to Human Services Tech in HHS Abacus, regular part-time, Range 11, Step 1, effective October 9, 2011.

3. **B. O. 11-612** - Approve the change of status of Martha Santoyo, Lizeth Rodriguez, and Ana Espinoza Juarez to Extra Help in HHS Public Health, Range 4, Step 2, retroactive to September 24, 2011.

4. **B. O. 11-613** - Approve the change of status of Andrew Barlow, Jeremie Boyes, Eric Pereda, Erika Wilson, Tricia Blatner, and Tony Treat, to on-call relief in Juvenile Detention, effective October 9, 2011.

5. **B. O. 11-614** - Approve the change of status of Tina Trenholm, Juvenile Detention, to . 48 FTE, Range 12, Step 6, effective October 9, 2011.

Contracts/Grants

6. **B. O. 11-615** - Approve a memorandum of understanding between Information Systems and the Confederated Tribes of the Grand Ronde regarding the use of the Doane Creek communications tower for a microwave link.
7. **B. O. 11-616** - Approve an agreement between the Surveyor's Office and Newberg Surveying, Inc., provider for surveying services east of Sheridan, RFP #10, \$26,909.
8. **B. O. 11-617** - Approve Amendment #1 to Contract #4600008601 between Health & Human Services and Multnomah County regarding HIPAA requirements.

Surplus Property

9. **B. O. 11-618** - Declare various computer equipment as surplus county property to be sold or recycled.

Roads

10. **B. O. 11-619** - Approve Public Works Docket PG-1-11, a gate request for Lesley Road in Ladd Hill Estates.

Refunds

11. **B. O. 11-620** - Authorize a \$600 refund from the Planning Department to Darren Sutherland.

Committees

12. **B. O. 11-621** - Approve the appointment of Dale Mount to the Ambulance Service Area Committee to fill the unexpired term of Damon Schulze through December 31, 2011, and for a subsequent two-year term to expire December 31, 2013.

Economic Development

13. **B. O. 11-622** - Authorize a \$25,000 expenditure from the Economic Development Fund to NW UAV, based on the company staying in Yamhill County.

C. **OLD BUSINESS:** None.

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

1. **B. O. 11-623** - Consideration of Resolution 11-10-6-1 expressing the support of Yamhill County for funding efforts to build Phase 1 of the Newberg-Dundee Bypass project.

Dave Haugeberg stated that he and the Parkway Committee support this resolution, which includes an outstanding statement of the issues and reasons for support of the bypass and of the Tiger III grant application.

Ms. Stern reviewed the number of family-wage jobs that would be created and stated that it is important for the public to know that this project is very important for the economic health of the county. She explained that the local match of \$20 million would come from the cities

involved as well as the county. She said that the county is planning to allocate a portion of the additional revenue that would come from the passage of the Jobs & Transportation Act, and would not be assessing new taxes. Ms. Lewis added that every manufacturing job creates 2.6 other jobs. Ms. George stated that current jobs would also be lost if the bypass were not built.

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

2. **B. O. 11-624** - Consideration of the employment of Mindy Commerford as Extra Help in the Jail, part-time on-call, \$19.40/hour, effective October 9, 2011.

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

3. **B. O. 11-625** - Consideration of the temporary change of status of Timothy Codiga to full-time employment in the Planning Department, effective October 10, 2011, through December 8, 2011.

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

4. **B. O. 11-626** - Consideration of charging an additional 10% of Chuck Vesper's FTE to the Insurance Reserve Fund for the remainder of the 2011-12 fiscal year.

Ms. Tschabold explained that the transfer of the Commission on Children & Families program to HHS more than justifies a total of 20% of Mr. Vesper's time being charged to that program. Ms. Stern moved approval of item D(4). The motion passed, Commissioners Stern, Lewis, and George voting aye.

5. **B. O. 11-627** - Consideration of authorizing an additional \$25,000 expenditure from the Economic Development Fund to NW UAV on July 1, 2012, based on the creation and retention of at least five new jobs during the 2011-12 fiscal year.

Ms. Stern stated that NW UAV has added 14 new positions since July 1, 2011, and plans to add more. She moved approval of item D(5). Ms. Lewis stated that she had a few concerns about using so much economic development money for one company, but was very impressed with their presentation on Monday and is comfortable going forward with this, since the company has made a long-term commitment to the county. Ms. George added that the Board is not taking a gamble with this investment, but is supporting a growing company and making an investment in the community. The motion passed, Commissioners Stern, Lewis, and George voting aye.

6. **B. O. 11-628** - Consideration of authorizing the Sheriff's Office to purchase a Livescan Tenprint fingerprint machine from Cogent Systems for the Court Services area of the courthouse, \$6448.

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

7. **B. O. 11-629** - Consideration of authorizing a notice of intent to award a contract to Magness Land Surveying for surveying services northwest of Yamhill, RFP #11, \$21,675.

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

8. **B. O. 11-630** - Consideration of the following appointments to both the County Governing Body Pool and the Non-Office Holder Pool for the 2012 Board of Property Tax Appeals (BOPTA) for terms to expire June 30, 2012: Lucy King, Ted Lopuszynski, and Mary Jo Lewis. *[Additional appointments to be considered at a later date.]*

Ms. Stern moved approval of the appointments of Lucy King, Ted Lopuszynski, Kathleen O'Brien Blair, Mary Jo Lewis, Marcie Rosenzweig, and Mike Breed to both the County Governing Body Pool and the Non-Office Holder Pool for the 2012 Board of Property Tax Appeals (BOPTA) for terms to expire June 30, 2012.

Ms. Lewis stated that Ms. King and Mary Jo Lewis have both been doing a great job on BOPTA already, and Mr. Lopuszynski would be a great addition with his experience with rural land use, but she had expressed concern to Becky Stern Doll several weeks ago about some of the other recommendations and had asked her to look for people with some background in appraisal, real estate, or construction. She said that she had given Ms. Stern Doll a few names to contact, but hasn't heard back from her.

Ms. George said that she had also expressed to Ms. Stern Doll her concerns that this would not be a very balanced board, and had given her a list of qualified people and groups that would add some professionalism to the board. She said that she would support the clerk's recommendations if these are the only people who have expressed interest in serving, but she would like to talk to her first to hear what kind of outreach has been done.

Ms. Stern amended her motion to approve only the appointments of Lucy King, Ted Lopuszynski, and Mary Jo Lewis, with the other three candidates to be considered after the commissioners have a chance to talk with the clerk. The motion passed, Commissioners Stern, Lewis, and George voting aye.

9. **B. O. 11-631** - Consideration of setting a Show Cause Hearing for a solid waste violation by Galen Litfin. *[Hearing scheduled for November 3, 2011, at 10:00 a.m.]*

Ms. Stern stated that Mark Soderburg has been working on this code enforcement issue for over a year, and the Solid Waste Advisory Committee has recommended that the county move forward with the process to get the property cleaned up. Sherrie Mathison provided background information about the situation, noting that the family members have tried to help, but haven't been allowed to by Mr. Litfin, and they all want Mr. Soderburg to continue working with Mr. Litfin. Mr. Brandt explained that the hearing process would facilitate the county being

able to help the family. He said that it is rare to get to this stage in the process.

Ms. Stern moved approval of item D(9). 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. Local Investment Advisory Committee, one position;
- b. Parks & Recreation Board, two positions;
- c. Special Transportation Advisory Commission (STF), two positions;
- d. Yamhill County Transit Area (YCTA) Advisory Committee, one position.

The meeting adjourned at 10:38 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