

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 May 24, 2012, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis and Mary P. Stern being present and Commissioner Kathy George being excused.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Christian Boenisch, Deputy County Counsel; Pat Anderson, Human Resources; Mike Brandt, Planning Director; John Phelan, Public Works Director; Bill Gille, County Engineer; LouAnn Schenk, Public Works Office Manager; Joseph Gall, 1156 SW Westvale St, McMinnville; and Frank Douglas, Newberg Fire Department.

Commissioner Lewis 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.

Joseph Gall discussed the importance of Memorial Day and honoring those who died serving their country. He stated that he had appeared before the Board the previous week to present four motions for consideration, and he would like an explanation as to why the Chair had not called for a vote on those motions. Ms. Lewis explained that only a member of the voting body (the Board of Commissioners in this case) can make a motion, and the Board only votes on motions made by one of its members. Mr. Gall stated that any member of the public can make a motion, according to Robert’s Rules. Ms. Lewis said that Mr. Gall’s understanding of Robert’s Rules is incorrect.

B. **AGENDA:**

Personnel

1. **B. O. 12-231** - Consideration of the change of status of Alicia Schelb from .4 to .6 FTE in the Planning Department, effective May 24, 2012.
2. **B. O. 12-232** - Consideration of the employment of Rodney Thomas II, Adam Perez, and Rene Delgado as on-call relief in Juvenile Corrections, \$8.50/hour, effective May 24, 2012.
3. **B. O. 12-233** - Consideration of the change of status of Corey Goss to Corrections Deputy in the Jail, retroactive to May 21, 2012.

4. **B. O. 12-234** - Consideration of the change of status of Aubrey Dobrkovsky from .5 to .4 FTE in HHS Adult Mental Health, \$24.20/hour, retroactive to May 21, 2012.

5. **B. O. 12-235** - Consideration of the change of status of Romelle Hermeyer from .6 to .7 FTE in HHS Public Health, effective June 8, 2012, through July 31, 2012.

Ms. Stern moved approval of items B(1) through B(5). The motion passed, Commissioners Lewis and Stern voting aye.

Contracts/Grants

6. Consideration of approval of the following grant agreements between the Transit Division, grantee, and Oregon Department of Transportation for 2012-13 operations, effective July 1, 2012, through June 30, 2013:

- a. **B. O. 12-236** - Agreement #28423, not to exceed \$270,041;
- b. **B. O. 12-237** - Agreement #28424, not to exceed \$396,825.

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

7. **B. O. 12-238** - Consideration of approval of Service Element Prior Authorization (SEPA) Approval Unit #657271 for the 2011-13 Financial Assistance Agreement #134297 between Health & Human Services and Oregon Department of Human Services, \$45,976.

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

8. **B. O. 12-239** - Consideration of authorizing HHS Chemical Dependency and Community Corrections to apply for a three-year joint Bureau of Justice Administration (BJA) and Substance Abuse and Mental Health Services Administration (SAMHSA) Adult Drug Court Grant, \$100,000/year for the BJA portion and \$250,000/year for the SAMHSA portion.

Ms. Stern moved approval of item B(8). The motion passed, Commissioners Lewis and Stern voting aye.

Vehicles/Surplus

9. **B. O. 12-240** - Consideration of authorizing the purchase of three new 2012 Ford Focuses from Chuck Colvin Ford of McMinnville for the motor pool fleet, and declaring Units P-064, P-065, P-066, and P-067 as surplus county property to be sold on eBay to the highest bidder.

Ms. Lewis moved approval of item B(9). The motion passed, Commissioners Lewis and Stern voting aye.

10. **B. O. 12-241** - Consideration of declaring an inventory of office furniture and other items as surplus county property to be offered for sale on craigslist.

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

Refunds

11. **B. O. 12-242** - Consideration of authorizing a \$1300 refund from the Planning Department to Larry Hays.

Ms. Stern moved approval of item B(11). The motion passed, Commissioners Lewis and Stern voting aye.

C. **OLD BUSINESS:**

1. Consideration of adoption of findings in support of Planning Docket G-01-12, proposed amendments to the Yamhill County Zoning Ordinance to update the ordinance and incorporate new legislation, applicant Yamhill County, as tentatively approved May 10, 2012:

a. **B. O. 12-243** - Ordinance 870 (Section 1006, signs);

Rick Sanai provided the first and second readings of Ordinance 870 by title only, declaring an emergency. Ms. Stern moved approval of the ordinance. The motion passed, Commissioners Lewis and Stern voting aye.

b. **B. O. 12-244** - Ordinance 871 (Section 1013, agri-tourism);

Rick Sanai provided the first and second readings of Ordinance 871 by title only, declaring an emergency. Ms. Stern moved approval of the ordinance. The motion passed, Commissioners Lewis and Stern voting aye.

c. **B. O. 12-245** - Ordinance 872 (all other sections).

Rick Sanai provided the first and second readings of Ordinance 872 by title only, declaring an emergency. Ms. Stern moved approval of the ordinance. The motion passed, Commissioners Lewis and Stern voting aye.

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

1. **B. O. 12-246** - Consideration of authorizing Newberg Fire Department to submit a variance request to Oregon Health Authority for the use of a transport-capable fire apparatus, as recommended by the Ambulance Service Area Advisory Committee.

Frank Douglas presented the request, stating that this would be the first transport-capable fire engine to be used in Oregon, but they are commonly used in Florida and Nevada. He said that it would save the department money because two vehicles currently scheduled for replacement could be combined into one, and it would also allow the department to provide better care. He said that a legislative fix is needed so agencies don't have to go through the variance process every time, and Newberg Fire Department would be working with legislators on that. Ms. Stern stated that the Board could offer its support.

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

2. **B. O. 12-247** - Consideration of authorizing a notice of intent to award a contract to Baker Rock Resources for the 2012 Maintenance Improvement Program Overlay Projects, \$1,234,851 for the total basic bid.

Bill Gille stated that there was a good response to the Request For Proposals, and five of the seven bidders were competitive amongst themselves, but they were all higher than the engineer's estimate, unfortunately. He said that he believes the department has the funds to proceed, and can change up to 10% of the total project without having to re-bid. He said that the low bidder understands that and is willing to work with the county on it.

John Phelan stated that, based on the latest budget review, the 2012-13 beginning balance for his department will be about \$100,000 higher than expected, which will help offset the increased project costs. He said that he also has \$150,000 in dedicated funds that could be used for this project if revenues fall short. Ms. Lewis added that there are other options in the budget as well, such as equipment purchases that could be delayed.

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

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.

- a. Fair Board, one position;
- b. Forestland Classification Committee, three positions;
- c. Local Investment Advisory Committee, one position;
- d. Parks & Recreation Advisory Board, one position;
- e. Road Improvement Advisory Committee, one position;
- f. Special Transportation Advisory Commission (STF), four positions;
- g. Yamhill County Transit Area (YCTA) Advisory Committee, one position.

The meeting adjourned at 10:40 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LESLIE LEWIS

Commissioner KATHY GEORGE

Commissioner MARY P. STERN