

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 September 6, 2012, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis, Kathy George, and Mary P. Stern being present.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Christian Boenisch, Deputy County Counsel; Pat Anderson, Human Resources; and Dan Linscheid, County Surveyor.

Commissioner Lewis called the meeting to order at 10:02 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. **AGENDA:**

Personnel

1. **B. O. 12-480** - Consideration of the employment of Sarah Appling, Sue Brandt, Cynthia Broom, Michael Marcellus, and Katie Merola as HS Associates in HHS Community Support Services, regular part-time, Range 14, Step 1, effective September 9, 2012.

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

2. **B. O. 12-481** - Consideration of the change of status of Carrie Huddleston to regular full-time employment in HHS Community Support Services, effective September 9, 2012.

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

3. **B. O. 12-482** - Consideration of the change of status of Diane Roelandt to HS Specialist 3 in HHS Adult Mental Health, Range 22, Step 7, effective September 9, 2012.

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

4. **B. O. 12-483** - Consideration of the change of status of Gregory Park and Joshua Eckroth to Deputy Sheriff in the Sheriff's Office Patrol Division, effective September 9, 2012.

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

5. **B. O. 12-484** - Consideration of the change of status of the following employees to extend temporary part-time employment in Community Corrections:
a. Pricilla Villa and Duane Terry, effective September 9, 2012, through March 9, 2013;
b. Barbara Paladeni, effective October 1, 2012, through April 1, 2013.

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

Contracts/Grants

6. **B. O. 12-485** - Consideration of approval of a letter of engagement between Yamhill County and Boldt, Carlisle & Smith, LLC, provider, for audit services for the 2011-12 fiscal year.

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

Roads

7. **B. O. 12-486** - Consideration of accepting a roadway dedication deed from Robert Squires for Squires Way.

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

8. **B. O. 12-487** - Consideration of approval of Public Works Docket RV-1-12, a request to vacate an undeveloped portion of Riverside Drive, petitioners Alan Perez and Jose Perez, no hearing necessary under ORS 368.351.

Mr. Linscheid reviewed the request. Ms. Lewis moved approval of item B(8). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Refunds

9. Consideration of authorizing refunds from the Planning Department to the following recipients:
a. **Tabled** - Barbara Sterenberg, \$1001;
b. **B. O. 12-488** - Ernest Munch, \$2116.

Ms. Lewis stated that item B(9)(a) is for a hardship dwelling application within the Cove Orchard Sewer Service District. She suggested tabling it until a resolution has been reached on a

potential sewer hookup and the waiting list. Ms. Stern moved approval of item B(9)(b). The motion passed, Commissioners Lewis, George, and Stern voting aye.

Surplus

10. **B. O. 12-489** - Consideration of declaring an iPad as surplus county property to be given to Willamette Heart Clinic for use at the Yamhill-Carlton School-Based Health Center.

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

Rails With Trails

11. **B. O. 12-490** - Consideration of approval of an Oregon Solutions pre-assessment form for the Rails With Trails project.

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

C. **OLD BUSINESS:** None.

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

1. **B. O. 12-491** - Consideration of the change of status of Jennifer Johnson to regular full-time employment in HHS Public Health, effective September 9, 2012.

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

2. **B. O. 12-492** - Consideration of the employment of Benjamin Root as HS Specialist 2 in HHS Family & Youth, regular full-time, Range 20, Step 4, effective September 9, 2012.

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

3. **B. O. 12-493** - Consideration of authorizing retroactive 5.5% pay to Bonnie Corns, HHS Public Health, from July 9, 2012, through September 23, 2012, for extra duties incurred in the absence of the co-manager and administrative supervisor.

Laura Tschabold explained that Ms. Corns is performing the duties of a position that would have been a Manager 3, but was underfilled as a Manager 2. Ms. George moved approval of item D(3). The motion passed, Commissioners Lewis, George, and Stern voting aye.

4. **B. O. 12-494** - Consideration of the employment of Bonnie Sliper as Paralegal in the District Attorney's Support Enforcement Division, temporary part-time, \$20/hour, effective September 9, 2012, through December 31, 2012.

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

5. **EXECUTIVE SESSION** pursuant to ORS 192.660(2)(e) to discuss real property transactions.

The Board recessed to executive session at 10:30 a.m. and reconvened at 10:44 a.m. with not formal decisions made.

6. **B. O. 12-495** - Consideration of authorizing county counsel to negotiate an agreement with Vertical Consultants for a site assessment of the cell tower at the fairgrounds and options for increasing revenue from the cell tower, not to exceed \$2500.

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

7. Discussion of the “GROW Yamhill County” stakeholders group.

The commissioners discussed suggestions of people to serve on the stakeholders group. Ms. George stated that this is a busy time of the year for people in the agricultural sector, so she would like to have the ability to add more people after the harvest is over. Ms. Lewis said that Ms. Christensen might be able to meet with them individually if they can’t come to the meetings at this time. She said that it would be good to have a broad group of industries represented. Ms. Tschabold encouraged the commissioners to submit all suggestions to Jody Christensen by the end of the day so she can get them on the list.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, www.co.yamhill.or.us, or call the Board of Commissioners’ office: 503-434-7501 (from McMinnville) or 503-554-7801 (toll-free from Newberg).

The meeting adjourned at 10:53 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair

LESLIE LEWIS

Commissioner

KATHY GEORGE

Commissioner

MARY P. STERN