

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 14, 2013, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern and Allen Springer being present and Commissioner Kathy George being excused.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Manuel Campos, Human Resources; Murray Paolo, Information Systems; Brian Van Bergen, County Clerk; Mike Brandt, Planning Director; Nathalie Hardy, News-Register; and Matt Dunckel.

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

B. AGENDA:

Personnel

1. **B. O. 13-76** - Consideration of modifying the Information Systems personnel management roster to remove a .5 FTE Programmer/Analyst position and add a full-time Programmer/Analyst-Database Administrator position.

Murray Paolo stated that he is sorry to see Jane Beals retire, as she has done amazing work developing and supporting the current Assessment & Taxation software. He said that Ms. Beals will continue as a .5 FTE, PERS-exempt employee through the conversion to the new Manatron system, and her replacement will also serve the county’s growing need for a database administrator.

Ms. Stern moved approval of item B(1). Mr. Springer stated that he supports the action as long as the .5 FTE position goes away after June 2014 when Ms. Beals fully retires, or the Board revisits the issue at that time. The motion passed, Commissioners Stern and Springer voting aye.

2. **B. O. 13-77** - Consideration of the change of status of Jane Beals to regular part-time employment in Information Systems, .5 FTE, \$34.92/hour, retroactive to February 11, 2013.

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

3. **B. O. 13-78** - Consideration of the change of status of Jerry Druery to Deputy Sheriff in the Sheriff’s Office Patrol, effective February 19, 2013.

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

4. **B. O. 13-79** - Consideration of the change of status of Chris Schlegel to Corrections Officer in Court Security, effective February 19, 2013.

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

5. **B. O. 13-80** - Consideration of the employment of Nathan Skaer as Corrections Deputy in the Jail, regular full-time, Range 12, Step 1, effective February 19, 2013.

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

Contracts/Grants

6. **B. O. 13-81** - Consideration of opting out of the application process for community dispute resolution programs funded under ORS 36.155 for the 2013-15 grant cycle.

Laura Tschabold explained that there is only one qualified agency in the county to provide this service, and it makes fiscal sense to have the University of Oregon oversee the process on the county's behalf. She said that the Board opted out of the process last year and it worked well. Ms. Stern moved approval of item B(6). The motion passed, Commissioners Stern and Springer voting aye.

7. **B. O. 13-82** - Consideration of Amendment #1 to an agreement (B.O. 12-371) between HHS Public Health and William Koenig, D.O., provider, to increase the rate from \$95/hour to \$105/hour, retroactive to February 1, 2013.

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

8. **B. O. 13-83** - Consideration of ratifying the collective bargaining agreement between Yamhill County and Yamhill County Deputy District Attorneys' Association (YCDDAA), retroactive to July 1, 2012, through June 30, 2014.

Ms. Tschabold stated that the union has voted to ratify the agreement as proposed. She reviewed the terms of the agreement. She said that the contract is retroactive to July 1, 2012, but contains specific language about the financial terms being effective upon approval. Ms. Stern moved approval of item B(8). The motion passed, Commissioners Stern and Springer voting aye.

9. **B. O. 13-84** - Consideration of approval of a contract employee agreement between the Planning Department and Matt Dunckel for assessment and evaluation services related to the

Surveyor's Office, \$35/hour, not to exceed \$5000, effective February 14, 2013, through March 31, 2013.

Mike Brandt stated that he had originally thought Mr. Dunkel could fill in for surveyor duties until someone is appointed to the position, but Christian Boenisch believes that is prohibited by statutory regulations. He said that Bill Gille, County Engineer, should be able to perform those duties if necessary. Mr. Dunkel stated that he is happy with the compensation package being offered. Ms. Stern moved approval of item B(9). The motion passed, Commissioners Stern and Springer voting aye.

Jail Projects

10. **B. O. 13-85** - Consideration of adoption of a modified 2012-13 Jail Capital Improvement Project List to include the Female General Population (FGP) bathroom/shower area, \$7000.

Ms. Tschabold stated that housing in the FGP unit is currently very low, so it is a good time to refurbish the floor and walls. Ms. Stern moved approval of item B(10). The motion passed, Commissioners Stern and Springer voting aye.

Committees

11. **B. O. 13-86** - Consideration of the following changes to the Classification Committee:
a. Appoint Jill Olson for a three-year term to expire January 22, 2016;
b. Reappoint Diane Fisher for a three-year term to expire January 22, 2016;
c. Reappoint Elaine Heidt for a six-month term to expire June 30, 2013.

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

12. **B. O. 13-87** - Consideration of the following changes to Board of Property Tax Appeals (BOPTA):
a. Acknowledge the resignation of Mike Breed from the County Governing Body Pool and designate him as an on-call member of the Non-Office Holder Pool;
b. Appoint Jean Hantze to the County Governing Body Pool and the Non-Office Holder Pool for a term to expire June 30, 2013.

Brian Van Bergen stated that Ms. Hantze has already taken the training from the Department of Revenue and is ready to serve. Mr. Springer moved approval of item B(12). The motion passed, Commissioners Stern and Springer voting aye.

Mass Gathering Permit

13. **B. O. 13-88** - Consideration of scheduling a public hearing on March 7, 2013, to consider a mass gathering permit application from Newberg Boat Club/Columbia Outboard Racing Association for the 2013 Memorial Weekend Boat Races at Rogers Landing Park.

Ms. Stern moved approval of item B(13). The motion passed, Commissioners Stern and Springer voting aye.

- C. **OLD BUSINESS:** None.
- D. **OTHER BUSINESS** (Add-ons and non-consent items): None.
- 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 10:26 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair KATHY GEORGE

Commissioner MARY P. STERN

Commissioner ALLEN SPRINGER