

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 February 28, 2013, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George and Allen Springer being present and Commissioner Mary P. Stern being excused for business in Washington, D.C.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Manuel Campos, Human Resources; Brad Berry, District Attorney; Brian Van Bergen, County Clerk; Captain Tim Svenson, Sheriff’s Office; and Nathalie Hardy, News-Register.

Commissioner George 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. **CONSENT AGENDA:** Mr. Springer moved approval of the consent agenda. The motion passed, Commissioners George and Springer voting aye.

Personnel

1. **B. O. 13-105** - Approve 11% out-of-class pay for Martin Glass, Public Works, due to the retirement of the County Surveyor, retroactive to January 24, 2013.

2. **B. O. 13-106** - Modify the Health & Human Services personnel management roster to add a .4 FTE Mental Health Associate position and a 1.0 FTE Human Services Specialist 2 position.

Contracts/Grants

3. **B. O. 13-107** - Approve Intergovernmental Agreement #141022 between HHS, provider, and Oregon Department of Human Services for Behavioral Support Services, not to exceed \$2,717,600, retroactive to February 1, 2013, through January 31, 2015.

4. **B. O. 13-108** - Approve an agreement between HHS Adult Mental Health, provider, and George Fox University for psychiatric screening services, not to exceed \$241,533, effective March 1, 2013, through April 30, 2015.

5. **B. O. 13-109** - Approve Amendment #1 to Grant Agreement #28708 between the Transit

Division, grantee, and Oregon Department of Transportation to reflect a modified project schedule for the Yamhill County Intermodal Transit Center, estimated completion date December 30, 2013.

6. **B. O. 13-110** - Approve a Letter of Agreement between Emergency Management and the Department of Homeland Security's Federal Emergency Management Agency (FEMA) regarding a community-specific Integrated Emergency Management Course to be conducted by FEMA in Yamhill County April 29, 2013, through May 2, 2013.

#### Easements

7. Accept the donation of easements from the following property owners for county-maintained right-of-way related to the Sheridan Green Bridge project, and authorize the deeds to be recorded in the County Clerk's Office:

- a. **B. O. 13-111** - AI, LLC, permanent easement and temporary construction easement;
- b. **B. O. 13-112** - Richard C. Mathis, permanent easement.

#### Budget

8. **B. O. 13-113** - Authorize a transfer of \$11,450 in funds and expenditure authority from the O&C Reserve Fund (50-52) to the Community Corrections Fund (21-44) to continue the Pre-Trial Services Officer position through June 30, 2013.

9. **B. O. 13-114** - Authorize the contribution of \$500 to Tim Josi's campaign for 2<sup>nd</sup> Vice-President of the National Association of Counties (NACo).

#### Committees

10. **B. O. 13-115** - Approve the appointment of Nella Barnett to the Mental Health Advisory Board for a three-year term effective May 15, 2013, through May 30, 2016.

C. **OLD BUSINESS:** None.

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

1. **B. O. 13-116** - Consideration of the extension of a lease agreement between the Sheriff's Office, lessee, and Hardrock Enterprises, LLC, for boat storage units next to Rogers Landing, \$5000 for the first year, retroactive to November 1, 2012, through October 31, 2013, and \$7500/year thereafter.

Captain Svenson stated that this is a long-time agreement and this is the first increase in rent. He stated that the funds come from the Oregon State Marine Board. He explained that the county stores two boats and two trucks in the storage units, and is working with the city and the fire department on the possibility of building its own boat shed in the next year or two.

Mr. Springer suggested the possibility of using the county property at the closed Newberg Landfill for a storage building. Captain Svenson stated that a three-bay shop would break up the natural environment of the park there, while that wouldn't be the case at Rogers Landing. Laura Tschabold said that the landfill property is restricted and she doesn't think the county would be

allowed to put that type of building on it.

Mr. Springer moved approval of item D(1). The motion passed, Commissioners George and Springer voting aye.

2. **B. O. 13-117** - Consideration of approval of a Terms and Conditions Letter regarding a loan from Oregon Transportation Infrastructure Bank (OTIB) for the Newberg-Dundee Bypass Phase 1 project.

Ms. Tschabold stated that this letter acknowledges the county's agreement with the loan terms, and the actual loan papers would follow later. She reviewed the terms, noting that the amortization schedule wouldn't be set until the project is finished, so the county could opt to buy the loan down. Mr. Springer stated that OTIB is very excited about this project and about the cooperation between the cities and the county. Ms. George moved approval of item D(2). The motion passed, Commissioners George and Springer voting aye.

3. **B. O. 13-118** - Consideration of a transfer of \$4633 in funds and expenditure authority from the General Fund Contingency (10-92) to Transportation (10-33) for the purchase of a cutaway bus.

Mr. Springer moved approval of item D(3). The motion passed, Commissioners George and Springer voting aye.

4. **B. O. 13-119** - Consideration of the appointment of Angel Aguiar to the Budget Committee for a term to expire June 30, 2015.

Ms. George moved approval of item D(4). The motion passed, Commissioners George and Springer voting aye. Mr. Springer stated that all of the candidates interviewed were of very high quality.

5. **B. O. 13-120** - Consideration of the employment of Jeff Carter as Deputy District Attorney 1 in the District Attorney's Office, temporary full-time, \$4000/month, non-benefitted, retroactive to February 26, 2013, through June 30, 2013.

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

6. **B. O. 13-121** - Consideration of the change of status of the following employees to extend temporary part-time employment in the Clerk's Office:

- a. Cleo Harding, Patricia Harding, and Sondra Clark, retroactive to February 25, 2013, through December 31, 2013;
- b. Jan Coleman, retroactive to January 1, 2013, through December 30, 2013.

Mr. Springer moved approval of item D(6) and thanked Mr. Van Bergen for his strategic efforts to look out for the county's finances. The motion passed, Commissioners George and Springer voting aye.

7. **B. O. 13-122** - Consideration of approval of an agreement between Yamhill County and Professional Minority Group, Inc., provider, for asbestos mitigation in the former YCAP building, 800 NE 2<sup>nd</sup> St, McMinnville, \$4225.

Mr. Springer moved approval of item D(7). The motion passed, Commissioners George and Springer voting aye.

8. **B. O. 13-123** - Consideration of approval of an agreement between the Planning Department, provider, and Linn County for environmental health services, \$48.44/hour, retroactive to January 16, 2013, through April 24, 2013.

Mr. Springer moved approval of item D(8). The motion passed, Commissioners George and Springer voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to our website, [www.co.yamhill.or.us](http://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 10:36 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

---

Chair KATHY GEORGE

---

Commissioner MARY P. STERN

---

Commissioner ALLEN SPRINGER