

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 March 7, 2013, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George, Mary P. Stern, and Allen Springer being present.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Christian Boenisch, Deputy County Counsel; Pat Anderson, Human Resources; Murray Paolo, Information Systems; Captain Ron Huber, Sheriff’s Office; Nathalie Hardy, News-Register, Richard Baker, 509 E 3<sup>rd</sup> St, Newberg; and Ron LaFountain, 18000 Finnigan Hill Rd, Hillsboro.

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

Personnel

1. **B. O. 13-125** - Approve 5.5% out-of-class pay for Adam Greene, Information Systems, retroactive to December 15, 2012, through June 30, 2013.

2. **B. O. 13-126** - Approve the change of status of the following employees to extend temporary part-time employment in Community Corrections:

- a. Duane Terry, effective March 9, 2013, through September 9, 2013;
- b. Pricilla Villa, effective March 30, 2013, through June 30, 2013;
- c. Barbara Paladeni, effective April 1, 2013, through October 1, 2013;
- d. Heather Harris, effective April 4, 2013, through October 4, 2013.

3. **B. O. 13-127** - Approve the change of status of Michael Videtich to Deputy District Attorney 2 in the Juvenile Department, Range 27, Step 2, effective March 4, 2013.

4. **B. O. 13-128** - Approve the change of status of Lisl Miller to Deputy District Attorney 2 in the District Attorney’s Office, effective March 4, 2013.

5. **B. O. 13-129** - Approve the change of status of Jaclyn Branske to HS Specialist 2 in HHS Family & Youth, Range 20, Step 1, effective March 9, 2013.
6. **B. O. 13-130** - Approve the change of status of Dina Crown to regular full-time employment in HHS Adult Mental Health, .5 FTE as HS Specialist 1, Range 17, Step 3, and .5 FTE as Registered Nurse 2, Range 19, Step 7, effective March 11, 2013.
7. **B. O. 13-131** - Approve the employment of the following individuals in HHS Adult Mental Health:
  - a. Monica Radke and Margaret Lucia, HHS Clerical Relief, part-time on-call, \$11.26/hour, effective March 11, 2013, through June 30, 2013;
  - b. Elizabeth Lemus, Office Specialist 2, temporary part-time, \$11.26/hour plus \$0.30/hour bilingual pay, effective March 11, 2013, through June 30, 2013;
  - c. Zena Doherty, HS Associate, temporary part-time, Range 14, Step 1, effective March 11, 2013, through June 8, 2013.
8. **B. O. 13-132** - Approve the change of status of Melynda Thomas to regular full-time employment in HHS Enhanced Care, effective March 9, 2013.

#### Contracts/Grants

9. **B. O. 13-133** - Approve Amendment #1 to Intergovernmental Agreement #125258 between HHS Public Health, provider, and Oregon Health Authority to increase the maximum amount for Medicaid Administrative Claiming from \$131,000 to \$270,000.
10. **B. O. 13-134** - Approve Service Element Prior Authorization (SEPA) Approval Unit #710323 for the 2011-13 Financial Assistance Agreement #134297 between HHS and Oregon Department of Human Services, -\$23,174.
11. **B. O. 13-135** - Approve Amendment #2 to Grant Agreement #28542 between the Transit Division, grantee, and Oregon Department of Transportation to extend the time period for purchasing six vehicles, effective through June 30, 2014.

#### Vehicles/Surplus

12. **B. O. 13-136** - Authorize the purchase of the following vehicles for the Sheriff's Office: four new Dodge Chargers from Wilsonville Dodge for \$21,353 each and three new Ford Fusions from Landmark Ford for \$18,256 each; and declare Units P-222, P-229, P-231, P-240, P-244, P-075, and P-076 as surplus county property to be sold.

#### Clerk's Office

13. **B. O. 13-137** - Authorize the Clerk's Office to open an draw-down account for McMinnville Water & Light.
14. **B. O. 13-138** - Authorize the Clerk's Office to keep voluntary overpayments of up to \$10 for remote transactions.

Committees

15. **B. O. 13-139** - Approve the following changes to the Local Investment Advisory Committee:

- a. Reduce the number of voting members from six to five;
- b. County Treasurer shall serve as Chair;
- c. Voting members shall be the County Treasurer, Liaison Commissioner, and three citizen members;
- d. Ex officio members are the remaining two commissioners, County Administrator, and Deputy County Treasurer.

C. **OLD BUSINESS:** None.

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

1. **B. O. 13-140** - Consideration of authorizing 5.5% out-of-class pay for Manuel Campos, Human Resources, retroactive to February 25, 2013, through February 28, 2013.

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

2. **B. O. 13-141** - Consideration of increasing appropriation authority in the County School Fund (Fund 15) from \$12,247 to \$64,434 to distribute additional revenue to school districts.

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

3. **B. O. 13-142** - Consideration of modifying the 2012-13 Capital Improvement Projects List to postpone the courthouse elevator project and include re-roofing of the Day Reporting house, 707 NE Ford Street, and Information Systems house, 626 NE 7<sup>th</sup> Street, McMinnville; and authorize the county to proceed with accepting bids for the re-roofing projects.

Laura Tschabold stated that some interim work that was done on the elevator should keep it from needing an overhaul for a few more years, and these houses are in dire need of re-roofing. Mr. Springer moved approval of item D(3). The motion passed, Commissioners George, Stern, and Springer voting aye.

4. **B. O. 13-143** - Consideration of authorizing the Chair to sign documents for the agreement between the Jail and Advanced Technology Information Management System (ATIMS), provider, for the new Jail Management System, subject to final review and approval by County Counsel and Information Systems.

Christian Boenisch stated that the revised price of \$241,200 is within the original budget set for the project. He said that there will be additional costs of \$16,000 to \$18,000 for hardware and an escrow account for the source code. Murray Paolo stated that \$38,000 of the purchase price is for conversion of the county's data from the Eagle system, which is a very good deal considering the magnitude of the task. Captain Ron Huber stated that he has set aside money in the budget for the hardware and extras, and has also budgeted \$30,000 per year for maintenance

costs. He said that ATIMS reduced its original price by \$67,000, and the county is getting a good deal. He said that he is confident in the company's service because it very much wants to get into Oregon, and Yamhill County will be its first Oregon client. He added that there are nine other counties that currently use the Eagle system, and some of those will likely follow Yamhill County's lead.

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

**E. PUBLIC HEARINGS:**

1. Consideration of Planning Docket PA-01-10(KF), request by the City of Newberg to include an additional 260 acres in its Urban Growth Boundary and identify the area as Industrial and Public/Quasi-Public, as continued from February 7 at the point of Staff Recommendation. *[Continued to May 16, 2013, at the point of Staff Recommendation.]*

Ms. George opened the public hearing. Ms. Stern moved to continue the hearing to May 16, 2013, at the point of Staff Recommendation. The motion passed, Commissioners George, Stern, and Springer voting aye.

2. Consideration of a mass gathering permit application for the 2013 Memorial Weekend Boat Races at Rogers Landing Park, applicants Newberg Boat Club/Columbia Outboard Racing Association, and a request to waive all but \$250 of the permit application fee. *[Tentatively approved, findings to be adopted March 14, 2013.]*

Ms. George opened the public hearing. Richard Baker, Newberg Boat Club, stated that this year will be the 65<sup>th</sup> annual boat races. He said that the competitive event draws participants from many areas, and the boat club will clean the park afterwards. Ms. George stated that the club has done a great job in the past, and this event brings great value to the community. Ms. Stern stated that the Board had received comments from Ken Huffer in support of the request.

Mr. Springer moved tentative approval of the application, with findings to be adopted March 14, 2013. The motion passed, Commissioners George, Stern, and Springer voting aye.

**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).

**G. EXECUTIVE SESSION** pursuant to ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

The meeting recessed at 10:20 a.m. and reconvened at 10:29 a.m. in the Commissioners' Office Conference Room. Present for this portion of the meeting were the three commissioners, Laura Tschabold, and Nathalie Hardy.

The meeting recessed to executive session pursuant to ORS 192.660(2)(b) and reconvened at 11:03 a.m. with no final decisions made and the sense of the Board conveyed to staff. The meeting adjourned at 11:03 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair KATHY GEORGE

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Commissioner MARY P. STERN

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Commissioner ALLEN SPRINGER