

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 July 11, 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 Chuck Vesper, Deputy County Administrator; Christian Boenisch, County Counsel; Murray Paolo, Information Systems Manager; Doug McGillivray, Emergency Manager; Ron Huber, Captain; Brian Van Bergen, Clerk; Nathalie Hardy, News-Register; Tyler Francke, Newberg Graphic, Barton Brierly, PO Box 970, Newberg; Amy Heruben, Amity High School student; Joseph and Mrs. Gall, 1156 SW Westvale St, McMinnville; Barbara Mitchell, 23029 NW Flying M Rd, Yamhill; Jennifer Chesney, 1730 SW Skyline Blvd, Portland 97221; Jack Terrill family, Walnut Grove Ln, Amity.

Commissioner George called the meeting to order at 10:05 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 stated that the pilgrims had sought freedom of religion and freedom from tyranny, and had accepted God’s laws. He quoted Exodus 20:3 and stated that the Board’s god is power and the love of money. He said that the county has sinfully collected money through coercion and extortion, which is evidence that Satan’s agents have infiltrated the American government, and he has petitioned the Board for more than eleven years for redress of grievances. He quoted several other Bible verses.

B. **AGENDA:**

Introduction

1. Introduction of the Jack Terrill family by Commissioner Springer.

Mr. Springer introduced Jack Terrill and his wife, along with their six youngest children: Nicole, A.J., Damien, Michael, Alissa, and Sara. He stated that Mr. and Mrs. Terrill have adopted and home-schooled a total of eleven children, and are here today to let them see a little bit of how county government works. He said that this a very important family to him and he is happy to have them here today.

Minutes

2. **B. O. 13-432** - Consideration of approval of minutes from the June 3, 2013, informal session.

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

Personnel

3. **B. O. 13-433** - Consideration of the employment of Kathleen Arreola as Human Resource Assistant in Administrative Services, regular full-time, Range 10, Step 2, effective July 24, 2013.

Ms. Stern moved approval of items B(3) through B(8). The motion passed, Commissioners George, Stern, and Springer voting aye.

4. **B. O. 13-434** - Consideration of the temporary change of status of Dwight Demmin to full-time employment in Community Corrections, effective July 11, 2013, through October 11, 2013.

5. **B. O. 13-435** - Consideration of the change of status of Erin Focher to Senior Office Specialist in the Assessor's Office, Range 10, Step 2, retroactive to July 1, 2013.

6. **B. O. 13-436** - Consideration of the change of status of the following employees to Juvenile Corrections Division Supervisor in Juvenile Detention, retroactive to July 9, 2013:

- a. Jeffrey Hindley, Range 24, Step 3;
- b. Clifford Toney, Range 24, Step 4.

7. **B. O. 13-437** - Consideration of the change of status of Julia Jakubowski to regular part-time employment in HHS Adult Behavioral Health, .6 FTE, effective July 24, 2013.

8. **B. O. 13-438** - Consideration of the employment of Cassandra Sturtz as HS Specialist 2 in HHS Adult Behavioral Health, regular full-time, Range 20, Step 2, effective July 24, 2013.

Contracts/Grants

9. **B. O. 13-439** - Consideration of approval of Amendment #3 to extend Intergovernmental Agreement #568 between HHS and Marion County for acute care psychiatric hospital alternatives, \$21,956 additional funding, retroactive to July 1, 2013, through December 31, 2013.

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

10. Consideration of approval of the following Service Element Prior Authorization (SEPA) Approval Units for the 2011-13 Financial Assistance Agreement #134297 between HHS and Oregon Department of Human Services:

- a. **B. O. 13-440** - SEPA Approval Unit #723552, \$572,387;
- b. **B. O. 13-441** - SEPA Approval Unit #724126, \$3953.

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

11. **B. O. 13-442** - Consideration of designating Silas Halloran-Steiner as the point of contact for Early Learning and Youth Development (Juvenile Crime Prevention) state grants.

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

12. Consideration of approval of the following intergovernmental agreements between the Juvenile Department, provider, and Oregon Youth Authority, retroactive to July 1, 2013, through June 30, 2015:

- a. **B. O. 13-443** - Agreement #12672, Juvenile Crime Prevention Basic Services and Diversion Services, \$502,786;
- b. **B. O. 13-444** - Agreement #12708, Individualized Services, not to exceed \$18,866.

Ms. Stern moved approval of item B(12). The motion passed, Commissioners George, Stern, and Springer voting aye.

13. **B. O. 13-445** - Consideration of approval of the Juvenile Accountability Block Grant Agreement #2012-6336 between the Juvenile Department, grantee, and Oregon Youth Development Division for the Peer Court program, \$4625 plus \$514 in required matching funds, retroactive to July 1, 2013, through June 30, 2014.

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

14. **B. O. 13-446** - Consideration of authorizing Emergency Management to apply for a 2014 Homeland Security Grant for necessary additions and upgrades to the microwave radio communications system, approximately \$288,752.

Doug McGillivray stated that this is just one piece of the entire Homeland Security Grant application, as the state requires that all of the cities' grant applications be submitted as a package together with the county's application. He explained that the applications would be considered individually, and the county is required to submit a prioritization list. He said that Murray Paolo has prepared this application for the microwave radio communications system.

Mr. Paolo stated that the microwave equipment is very old, and he is proposing to initially upgrade three of the legs and add a new leg to get redundancy in the loop (see Exhibit A). He said that he hopes to have the final numbers by Monday. He stated that this is very similar to the grant that was submitted the previous year, but was unsuccessful. He said that the county's partnerships with surrounding counties have been a tremendous boon to this system, which is critical to the county's ability to serve its citizens. Ms. Stern stated that the YCOM Executive Board and its Radio Advisory Subcommittee are very supportive of this application.

Mr. Springer moved approval of item B(14). The motion passed, Commissioners George, Stern, and Springer voting aye.

Plans

15. **B. O. 13-447** - Consideration of approval of the updated Yamhill County Emergency Communications Plan.

Mr. McGillivray stated that this plan, which was revised by Mr. Paolo, has to be included with the Homeland Security Grant application. Mr. Springer moved approval of item B(15). The motion passed, Commissioners George, Stern, and Springer voting aye.

Committees

16. **B. O. 13-448** - Consideration of the reappointment of Eric Davenport, John DeMay, Steve Gibbons, Lee Vasquez, and Al Hansen to the Local Public Safety Coordinating Council for three-year terms to expire July 2016.

Ms. Stern moved approval of item B(16). The motion passed, Commissioners George, Stern,

and Springer voting aye.

C. OLD BUSINESS:

1. **B. O. 13-449** - Consideration of adopting an order declaring a solid waste violation in Code Enforcement Case #I-048-10, Earl Lawson, as tentatively approved June 20, 2013.

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

2. **Continued to July 18, 2013** - Consideration of adoption of findings in support of Planning Docket PA-01-10, 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 tentatively approved June 27, 2013.

At the request of Christian Boenisch, Ms. Stern moved to continue the item to July 18, 2013. The motion passed, Commissioners George, Stern, and Springer voting aye.

D. PUBLIC HEARINGS:

1. Consideration of a request for a mass gathering permit for the 2013 Race the Reaper event at Flying M Ranch, applicant All-Terrain Events. *[Tentatively approved with partial fee waiver; findings to be adopted July 18, 2013.]*

Ms. George opened the public hearing.

Jennifer Chesney stated that this is the event's third year and she is expecting about 3000 participants this year, which is double the amount from the previous year. She said that the race is structured with heats starting every 30 minutes, so traffic shouldn't be a problem. She stated that the event will benefit Scholarship for Smiles, a non-profit organization to help children in need of dental care.

Close of Public Hearing / Deliberation - Mr. Springer stated that he is glad to see people coming and supporting this event, which is good exposure for Yamhill County. Ms. Stern suggested reducing the permit application fee to the amount needed to cover the county's expenses, since it is supporting a charitable cause. Christian Boenisch said that he would confirm that the City of McMinnville is comfortable with the plans for standby ambulance services.

Ms. Stern moved tentative approval of the mass gathering permit application with a reduced permit fee in an amount to be decided, with findings to be adopted July 18, 2013. The motion passed, Commissioners George, Stern, and Springer voting aye.

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

1. Discussion of court security funding. *[No formal action taken at this time.]*

Chuck Vesper stated that the evening courthouse security hours are at risk due to lack of funding. Ron Huber stated that the discretionary allocation for this program was increased from \$145,819 to \$179,207 for the 2012-13 fiscal year, but that increase wasn't carried forward into the 2013-14 allocations (see Exhibit A). He said that restoring the \$33,388 would allow the program to keep the current hours while discussions continue regarding the direction that the Board would like to take with the program.

He explained that the 2013-14 budget was based on not providing evening coverage as of July 1, 2013, but the judges have expressed concerns about not having coverage during night court. Ms. Stern stated that this reduction of hours had slipped the minds of the commissioners; otherwise they would have figured out how to find the funding to continue evening coverage. She said that the Board should have included the \$33,388 in the discretionary allocation to begin with. The consensus of the Board was to have evening coverage continue while the Board figures out the courthouse security situation. Captain Huber reminded the Board that the Dog Control program also needs to be discussed.

Mr. Springer stated that the influx of veterans returning from military service seems like a good resource for reserve deputies. Captain Huber said that he is open to having new people in the reserve pool for security work, but he still has to maintain the department's standards for qualifications and training, and people aren't clamoring to do this job. He explained that the department used to call on its reserves more, but union negotiations now require it to call on certified deputies first, so the reserve hours have dwindled.

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 11:14 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair	KATHY GEORGE
Commissioner	MARY P. STERN
Commissioner	ALLEN SPRINGER



Yamhill County Sheriff's Office

Yamhill County Courthouse
535 N.E. 5th Street, Room 143, McMinnville, Oregon 97128-4595

Email: sheriff@co.yamhill.or.us

Business Office (503) 434-7506 • Fax: (503) 472-5330

Jail (503) 434-7507

Emergency 911

"Excellence In Service"

Sheriff Jack Crabtree

To: Board of Commissioners
From: Captain Ron Huber
Re: Court Security Budget

Due to the decrease of the \$33,388 in the 2013-14 discretionary allocation instructions, Court Security hours for 2013-14 were reduced. If those funds were reinstated then this division should be made whole for the 2013-14 fiscal year.

Just as an fyi: approximately \$30,000 of material and services expenses are paid for out of the Jail, Fund 1041 and as shown below we are not including those dollars, only personnel. (Those expenses are motorpool for transport vehicles, uniforms, vests, supplies, ammo, weapons.)

2012-13 Actual Discretionary	\$179,207
<u>2013-14 Discretionary Instructions</u>	<u>\$145,819</u>
Difference	\$ 33,388

Request to increase Discretionary or Revenue by \$33,388

Increase the following expense lines to offset:

010-086-404.18	CRT SECURITY CORRECTION RES	\$ 28,944
010-086-490.00	MEDICARE TAX	\$ 191
010-086-491.00	SOCIAL SECURITY	\$ 816
010-086-492.00	RETIREMENT	\$ 2,296
010-086-493.32	DISABILITY INSURANCE	\$ 57
010-086-494.00	ACCIDENT INSURANCE	\$ 883
010-086-495.00	UNEMPLOYMENT	\$ 132
010-086-496.00	WORKERS COMP ASSESSM	<u>\$ 69</u>
		\$ 33,388

There will most likely not be a carry over into 2014-15 with this increased amount.

*It is the Mission of the Yamhill County Sheriff's Office
to provide our citizens with high quality law enforcement services, in an ethical
and fiscally responsible manner.*

Exhibit A 1/1