

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 August 29, 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; Christian Boenisch, County Counsel; Mike Brandt, Planning Director; Sherrie Mathison, Solid Waste Coordinator; Nathalie Hardy, News-Register; Amy Heruden, Amity High School student; Edna Horton, 23630 SW DeJong Rd, Sheridan; and Lyndall Chadwick, 8040 Community Church Rd, Amity.

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.

Edna Horton stated that there is a lot of work that needs to be done to clean debris out of the swale by the Ballston Bridge. She also explained that the gravel bar diverts the water, which is eroding the dirt from the north end of the bridge. She said that the gravel bar needs to be removed to protect the bridge, and that would also be beneficial for fish because it would deepen the channel and cool the water temperature. She emphasized the importance of the bridge to commercial and farm traffic, and said that she and her daughter have cleaned out plugged drains along the bridge in the past. She mentioned that the powdery silt deposited by the river when it floods causes damage to her garden.

Ms. Stern stated that, unfortunately, it takes an act of God to get approval for the removal of gravel from rivers. Mr. Springer said that a state inspection found the bridge to be inadequate, which has forced the county to place load limits on it while examining the situation and determining whether the bridge should be repaired or replaced. He said that he would get Public Works to come out and look at the channel, but the county is very limited by rules and regulations in what it can do.

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

Minutes

1. Approve the following formal session minutes:
 - a. **B. O. 13-527** - June 13, 2013;
 - b. **B. O. 13-528** - August 1, 2013.

Personnel

2. **B. O. 13-529** - Approve the change of status of Susan Lamb to Assistant Emergency Services Manager in Emergency Management, .5 FTE, retroactive to July 9, 2013.
3. **B. O. 13-530** - Approve the employment of Bonnie Sliper as Office Specialist Technician in the District Attorney's Support Enforcement Office, temporary part-time, \$20/hour, retroactive to August 27, 2013, through November 30, 2013.
4. **B. O. 13-531** - Approve the employment of the following individuals as HS Specialist 2 in HHS Adult Behavioral Health, regular full-time, Range 20, Step 1:
 - a. Tiffany Kettermann, effective September 9, 2013;
 - b. Timothy Assad, effective September 24, 2013.
5. **B. O. 13-532** - Approve the change of status of the following employees in HHS Adult Behavioral Health:
 - a. Zena Doherty, HS Specialist 1, Range 17, Step 1, retroactive to August 26, 2013;
 - b. Kristy Seagren, HS Specialist 3, Range 22, Step 2, regular full-time, effective September 9, 2013.

Policy

6. **B. O. 13-533** - Approve the Yamhill County Promotion Policy.

Contracts/Grants

7. **B. O. 13-534** - Approve an agreement between Yamhill County and Hydro-temp Mechanical, Inc., provider, for HVAC system and controls remodeling in the HHS Building north wing (Ticor Building), \$99,400.

Surplus Property

8. **B. O. 13-535** - Declare an inventory of equipment from Public Works as surplus county property to be sold at a public auction on September 7, 2013, at 2060 NE Lafayette Ave, McMinnville.

Bridge Load Limit

9. **B. O. 13-536** - Approve a load limit for the Yamhill River Bridge #11780A on DeJong Road in Ballston.

Committees

10. **B. O. 13-537** - Approve the reappointment of Rocky Losli to the Road Improvement Advisory Committee for a three-year term to expire July 14, 2016.

11. **B. O. 13-538** - Authorize Mike Green, County Treasurer, to give advance notice to U.S. Bank of the county's intent to redeem a full faith and credit bond, outstanding principal in the amount of \$750,000.

C. **OLD BUSINESS:**

1. **B. O. 13-539** - Consideration of adoption of findings in support of Planning Docket E-04-13, a request to host up to six agri-tourism events per calendar year, applicant Miguel Garcia, appellants Steve Caldwell and Carol Paddock, as tentatively approved August 22, 2013.

Ms. Stern moved approval of item C(1), noting that the issue of animal welfare, which was brought up during public testimony, is addressed in the findings. The motion passed, Commissioners George, Stern, and Springer voting aye.

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

1. **B. O. 13-540** - Consideration of adoption of Ordinance 883 establishing rules for responding to emergencies, approving the Yamhill County Emergency Operations Plan, and repealing Ordinance 759.

Christian Boenisch provided the first and second readings of Ordinance 883 by caption only, declaring an emergency. Mr. Springer moved approval of the ordinance. The motion passed, Commissioners George, Stern, and Springer voting aye.

2. **B. O. 13-541** - Consideration of authorizing a notice of intent to award a contract to J.R. Miller & Associates for the "Alternative Disposal Options Update for Yamhill County Solid Waste" project.

Sherrie Mathison explained that this is for an update of the report that was done four years ago by Zia Engineering. She said that there were two responses to the request for proposals, and J.R. Miller & Associates had the highest score.

Ms. Stern declared a potential conflict of interest, stating that her husband works for Waste Management, which would be looked at as part of the project. She said that there is no actual conflict of interest. Mr. Springer moved approval of item D(2). The motion passed, Commissioners George, Stern, and Springer voting aye.

3. **B. O. 13-542** - Consideration of authorizing a notice of intent to award a contract to Lynk Snap, LLC, operating as "Duke Joseph" or "The Duke Joseph Agency," for economic development planning services.

Mr. Boenisch stated that out of the several proposals received, the one from Lynk Snap, LLC, was determined to best meet the interests of the county. Laura Tschabold said that the county hasn't typically done a notice of intent for these kinds of projects, but Mr. Boenisch had recommended it. She stated that Mr. Boenisch believes there is no problem with approving the contract at the same time.

Ms. Stern moved approval of item D(3). The motion passed, Commissioners George,

Stern, and Springer voting aye.

4. **B. O. 13-543** - Consideration of approval of an agreement between the Board of Commissioners and Lynk Snap, LLC, operating as “Duke Joseph” or “The Duke Joseph Agency,” for economic development planning services, effective September 1, 2013, through August 31, 2014.

Ms. Stern moved approval of item D(4), noting that Jeff Lorton would be using much of the information that came out of the GROW Yamhill County report. She said that the project has gotten a slow start for reasons beyond the Board’s control, but the Board is now able to move forward with it.

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 10:37 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair KATHY GEORGE

Commissioner MARY P. STERN

Commissioner ALLEN SPRINGER