

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 combined formal/informal session on July 23, 2020, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Casey Kulla, Mary Starrett and Richard L. “Rick” Olson being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; and Todd Sadlo, Senior Assistant County Counsel.

*Welcome! Due to COVID-19 and social distancing requirement, attending the meeting is discouraged. The public can view the meeting via YouTube link on the Yamhill County Meetings page. <https://www.co.yamhill.or.us/meetings>. See below for instructions regarding submitting general public comment or comments on agenda items.*

**A. CALL TO ORDER**

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

**B. FLAG SALUTE**

**C. PUBLIC COMMENT:** *Due to COVID-19 and social distancing requirements, we encourage anyone wishing to submit general public comment or comments on agenda items to do so in written format via email at [bocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us) or by mail at 535 NE Fifth St., McMinnville, OR 97128. Any comments received prior to the meeting will be shared with the Board of Commissioners and submitted to the record.*

No general public comments were received.

**D. WORK SESSION:** This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 10:00 a.m.

1. Work Session-

a. Community budget request review and process – Ken Huffer

Mr. Huffer recommended a structured process of reviewing applications historically submitted during the budget process from different community groups and organizations. He asked the Board for input to initiate a framework. The Board discussion favored a similar process to the Economic Development Advisory Committee (EDAC) to vet the applicants and make recommendations to the Board. The consensus of the Board was for staff to move forward with building a program proposal for the Board’s consideration.

b. End of work session

**E. CONSENT AGENDA:** None.

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**F. OLD BUSINESS:** None.

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

1. **B.O. 20-233** - Consideration of approval for the Clerk's Office to purchase tamper proof election equipment from Opex Corporation in the amount of \$34,335.

Commissioner Olson expressed concern about the necessity of the proposed purchase.

Brian Van Bergen provided additional details, stating the requested equipment is to reduce the number of people in the election workspace as well as provide a more efficient ballot process. Mr. Van Bergen anticipates the equipment's "life" expectancy would last approximately ten years and can be useful to other departments. Commissioner Olson moved approval of item G1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-234** - Consideration of approval of Amendment #6 to the agreement between Yamhill County Health and Human Services and Lutheran Community Services Northwest (B.O. 15-293) for parenting education services in the amount of \$313,307.16, effective July 1, 2020 through June 30, 2021.

Commissioners Starrett moved approval of item G2. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

3. **B.O. 20-235** - Consideration of approval of an agreement between Yamhill County Health and Human Services and the Dayton School District to provide behavioral health counseling for the 2020-21 school year, not to exceed \$46,584.99, effective September 2020 through May 2021.

Commissioner Starrett noted that despite the uncertainty of the upcoming school year format, the need for behavioral health services was still necessary to support students.

Commissioner Starrett moved approval of item G3. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

4. **B.O. 20-236** - Consideration of approval of the ratification to Amendment #3 between Yamhill County Health and Human Services and the Oregon Department of Human Services (DHS) to fund Strengthening, Preserving and Reunifying Families (SPRF) Services (B.O. 17-205), retroactive to July 1, 2020 through December 31, 2020.

Commissioner Starrett moved approval of item G4. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

5. **B.O. 20-237** - Consideration of approval of an agreement between Yamhill County and Specialized Pavement Marking, Inc. for the 2020 Highway Striping Services project in the amount of \$214,182.71, effective upon approval through May 31, 2021.

Commissioner Kulla moved approval of item G5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. **B.O. 20-238** - Consideration of accepting a quote from DND Security and Communications for the replacement and upgrade of the existing surveillance system at the Juvenile Detention Facility in the amount of \$31,501.56 as part of the FY 2019-20 Capital Improvement Project (CIP) list.

Commissioner Olson moved approval of item G6. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

7. **B.O. 20-239** - Consideration of approval in the matter of an order vacating a portion of a public road created through the 1909 Earlwood Subdivision at the request of Kai W. Carlson and Spencer F. White, without a public hearing, Public Works Docket #RV-2-2019.

Todd Sadlo stated the 40-foot undeveloped right of way was not useful as a boat launch and would be offered to two neighboring landowners and divided at the center line. Commissioner Kulla moved approval of item G7. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

8. **B.O. 20-240** - Consideration of approval to declare a non-functioning generator from the Clerk's Office as surplus property to be sold as scrap to Cherry City Metals.

Commissioner Olson moved approval of item G8. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

9. **B.O. 20-241** - Consideration of approval to reappoint Tara Williams to the Local Public Safety Coordinating Council (LPSCC) representing the Oregon Youth Authority (OYA) to a three-year term to expire July 2023.

Commissioner Olson moved approval of item G9. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

10. **B.O. 20-242** - Consideration of approval to reappoint Dean Schulze to the Fair Board to a three-year term, retroactive to September 1, 2019 through September 1, 2022.

Commissioner Olson moved approval of item G10. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

11. **B.O. 20-243** - Consideration of approval to authorize thirty-three (33) days of leave without pay for employee #4053, effective July 26, 2020 with an anticipated end date of October 7, 2020.

Commissioner Kulla moved approval of item G11. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

**H. PUBLIC HEARINGS:** None.

**I. ANNOUNCEMENTS:**

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.co.yamhill.or.us/content/board-commissioners-committees>, or call the Board of Commissioners’ office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).
2. For questions regarding accessibility or to request an accommodation contact the Board of Commissioners’ office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at [bocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us)
3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.co.yamhill.or.us/meetings>

Following Commissioner announcements, the meeting adjourned at 11:25 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair CASEY KULLA

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Commissioner MARY STARRETT

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Commissioner RICHARD L. “RICK” OLSON