

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 session on October 1, 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; Cynthia Thompson, Transit Consultant; Ken Friday, Planning Director; Lance Woods, Associate Planner; Carrie Martin, Grants & Special Projects; Keri Hinton, BOC Staff; Todd Sadlo, Senior Assistant County Counsel (via TEAMS); Brian Van Bergen, County Clerk (via TEAMS), and others as listed on the sign-in sheet.

*Welcome! Due to COVID-19 and physical distancing requirements, attending the meeting is discouraged. The public can view the meeting via the 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:** Casey Kulla called the meeting to order at 10:02 a.m.

**B. FLAG SALUTE**

**C. CALENDAR SESSION:** This time is reserved for the review of the commissioner’s joint schedule (if needed). There was no calendar session.

**D. PUBLIC COMMENT:** *Due to COVID-19 and physical distancing requirements, anyone wishing to submit general public comment or comments related to a specific agenda item may 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.*

Commissioner Kulla acknowledged general public comment received regarding Westside Road becoming a truck route and several public comments related to ongoing union negotiations. Paige Barton read a public statement regarding concerns of the union.

**E. 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. Review/discussion of Transit District

Cynthia Thompson addressed the proposal for Yamhill County to operate as its own special district either under ORS 451 or as a separate transit district under ORS 267. She stated that although all cities in Yamhill County have joined the district by resolution, the district formation does not include funding. McMinnville and Newberg contribute as well as some smaller cities as their budgets allow. The Board expressed interest in comparison data to include commissioner's authority, funding sources and the districting structures. Mr. Huffer stated that transit has a variety of revenues, despite not receiving fare revenue due to COVID-19. He cautioned the need for additional revenues if an RFP is implemented for a service provider or if additional transit staffing is required. It was the consensus of the Board to direct staff to research the different funding and facility options which will be brought back to the Board for consideration at a future work session.

Ms. Thompson addressed implementing a bus shelter near the Newberg Christian Center along with three other shelters on a new local transit route (#18) serving the Mountainview Drive area. Newberg ridership has been historically low however, the proposed bus stop at the church is greatly needed since the church serves as an emergency shelter and provides community services to those in need. The consensus of the Board was to direct staff to gather additional information for further discussion.

**F. DEPARTMENT UPDATES:**

a. SEDCOR Quarterly Update and Project Oasis project support request -Abisha Stone

Abisha Stone reviewed the quarterly report which highlighted the closing sale of the Newberg Mill site. She discussed Project Oasis, a subsidized childcare proposal to serve low-wage and underserved working families. The cost modeling reflected a one-time \$400,000 grant from the county for program development, which she noted should be a reimbursable expense through the CARES Act. Ken Huffer answered questions about the feasibility of fund reimbursement through the CRF program. He stated he would have to research the criteria for fund eligibility and asked for additional operating expense information. He added he will also have to research budgetary appropriation authority. Ms. Stone stated that the remaining funds needed would be sought through state and federal grant funding sources. She also added that the timeline to receive grant funding was uncertain, which raises the importance of the county support. If the grant funds are not available, the project would be completed at a slower pace and in phases. The consensus of the Board was to direct staff to gather additional information for further discussion.

**G. CONSENT AGENDA:**

1. Minutes

- a. **B.O. 20-339** - May 7, 2020, Formal/Informal Session;
- b. **B.O. 20-340** - May 11, 2020, Special Session;
- c. **B.O. 20-341** - May 14, 2020, Formal/Informal Session;
- d. **B.O. 20-342** - May 21, 2020, Formal/Informal Session; and
- e. **B.O. 20-343** - May 28, 2020, Formal/Informal Session.

Commissioner Olson moved approval of item G1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

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**H. OLD BUSINESS:**

1. Docket Z-02-20/SU-02-20/SDR-16-20: A request by Integrated Beverage Group, LLC, for a limited use overlay zone amendment, similar use determination and site design review. The applicant is seeking to co-locate a distillery and related spirit tastings within the existing winery facilities. Applicant/Owner: Integrated Beverage Group, LLC. *[Continued from September 17, 2020, moved to October 8, 2020 at the request of County Counsel.]*

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

1. **B.O. 20-344** - Consideration of approval of Amendment #10 to Agreement #159184 between Yamhill County and the Oregon Health Authority (B.O. 19-229) for additional funding in the amount of \$243,821 for the financing of community health, addiction treatment, recovery and prevention, and problem gambling services, retroactive to August 1, 2020.

Commissioner Kulla moved approval of item I1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-345** - Consideration of approval of Amendment #1 to an agreement between Yamhill County and Sunrise Family Clinic, LLC. (B.O. 20-29) for medical services in the McMinnville School Based Health Clinic (SBHC) adding auto-renew language and modified payment schedule language to the existing agreement.

Commissioner Starrett moved approval of item I2. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

3. **B.O. 20-346** - Consideration of approval of subgrant Agreement #6065 Coronavirus Emergency Supplemental Funding between Yamhill County and the State of Oregon Department of Corrections in the not-to-exceed amount of \$9,420 for financial support to local governments for program and service expansion in response to COVID-19, retroactive to January 1, 2020 through January 19, 2022.

Commissioner Kulla moved approval of item I3. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

4. **B.O. 20-347** - Consideration of authorizing Yamhill County Health and Human Services to submit an application for combating opioid overdose through the Community-Level Intervention Grant from the University of Baltimore.

Commissioner Starrett moved approval of item I4. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

5. **B.O. 20-348** - Consideration of approval of the draft guidelines for the 2020 Economic Development Grant Program.

Carrie Martin stated that the grant program would be open to businesses and non-profit organizations for the purpose of business-related recovery due to COVID-19. Commissioner Olson moved approval of item I5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. **B.O. 20-349** - Consideration of approval to contribute additional of funding in the amount of \$50,000 to the Yamhill County Action Partnership (YCAP) motel sheltering project from Coronavirus Relief Funds as previously approved in B.O. 20-140.

Commissioner Kulla stated YCAP was unable to secure a federal grant which would have provided funding past October so additional funding sources were being sought to continue the project. Commissioner Olson moved approval of item I6. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

7. Consideration of approval to organize a county-wide wildfire prevention week in early spring, in cooperation with county rural fire protection districts, the Soil and Water Conservation District, U.S. Forest Service, Bureau of Land Management, timber companies and rural residents.

Commissioner Kulla provided an overview and asked the Board to consider partners and agencies that would be interested in participating in the collaborative fire prevention program. ***[No action taken.]***

8. **B.O. 20-350** - Consideration of approval to accept a one-time grant from the Center of Tech and Civic Live (CTCL) COVID-19 Elections Grant for the purpose of “safe and secure” election operations in the 2020 General Election in the amount of \$58,436.

Brian Van Bergen stated that this grant was offered by a private entity to conduct a safe and informed general election. Christian Boenisch asked that the Board approve the request, subject to review and final approval by county counsel. Commissioner Olson moved approval of item I8 as amended by staff. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

The meeting was recessed at 12:35 p.m. and reconvened at 12:39 p.m.

#### **J. PUBLIC HEARINGS:**

1. Docket #NFD-01-20: An appeal of the Planning Director’s approval of a dwelling not in conjunction with farm use (non-farm dwelling). Tax Lot: 2427-200; just east of 22064 NW Russell Creek Road, Yamhill and approximately 0.3 miles NE of the junction of NW Russell Creek Rd. and NW Goodrich Rd. Applicant: Steven Belt; Appellant: Elliott Rector. ***[Continued from August 27, 2020 at the point of staff recommendation].***

Commissioner Kulla opened the public hearing at 12:40 p.m.

**Staff Recommendation:** Lance Woods stated that the applicant met all required criteria and recommended approval of the application.

Commissioner Kulla closed the public hearing at 12:41 p.m.

Deliberations: The consensus of the Board was to accept the staff recommendation. Commissioner Olson moved to deny the appeal of the Planning Director’s approval and to approve the application. The motion passed, Commissioners Kulla, Starrett and Olson voting aye. Todd Sadlo stated that the final written decision, conditions, and findings would be ready for adoption on October 15, 2020 at 10:00 a.m. in Room 32 of the Courthouse.

**K. 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 12:56 p.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