

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 15, 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; Todd Sadlo, Senior Assistant County Counsel; Ken Friday, Planning Director; Ashley Watkins, Solid Waste Coordinator; 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:** Commissioner Kulla called the meeting to order at 10:00 a.m.

**B. FLAG SALUTE**

**C. CALENDAR SESSION:** This time is reserved for the review of the commissioner’s joint schedule (if needed).

The Commissioners reviewed the joint schedule for October 18 - 25, 2020.  
No other county business was discussed.

**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.*

Public comments were received via e-mail regarding the Solid Waste Advisory Committee (SWAC) membership and acknowledged during the work session.

**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 the Solid Waste Advisory Committee (SWAC) Membership

Ashley Watkins commented on the current membership process and the proposed changes. She noted that there is continued work needed on the bylaws but that will be addressed separately.

Jennifer Redmond-Noble, a current member of SWAC, provided background and history on the membership appointment process.

The Board and staff discussion related to general committee processes and reviewed the membership ordinance regarding eligible voting members and their duties. It was noted that the state ethics board weighed in by stating that industry members can vote and participate in committee recommendations to the BOC in a committee member capacity. Ms. Redmond-Noble raised the issue of the industry members holding a chair/vice-chair position and said it intimidated other members from making comments or complaints against the industry members' business since they are also the person chairing the committee. It was suggested that students participate in ex-officio non-voting position allowing them to participate in the process from an observatory capacity which the Board agreed with. The consensus of the Board was to retain a seven-member committee to include two non-voting industry members and the remaining seats held by county residents. Staff will review and revise a draft ordinance that included the Board's recommendations for their consideration. If the new ordinance can be adopted and go through the required public hearing processing quickly it could be ready before SWAC's November meeting and be effective January 1, 2021.

The meeting was recessed at 11:47 a.m. and reconvened at 11:57 a.m.

**F. DEPARTMENT UPDATES:**

a. Clerk's Office – Brian Van Bergen

Mr. Van Bergen reported on the status of this year's general election, noting accommodation challenges for election board workers and the upsurge of voting by mail due to COVID-19. He identified revenue losses in passport services due to the suspension of those services but also noted an increased use of the e-recording system allowing property owners to expedite document recordings.

**G. CONSENT AGENDA:**

1. Minutes

- a. **B.O. 20-358** - June 3, 2020, Special Session;
- b. **B.O. 20-359** - June 4, 2020, Formal/Informal Session;
- c. **B.O. 20-360** - June 11, 2020, Formal/Informal Session;
- d. **B.O. 20-361** - June 18, 2020, Formal/Informal Session; and
- e. **B.O. 20-362** - June 25, 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. **B.O. 20-363** - Consideration of the adoption of written findings and conditions of 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].*

Commissioner Kulla moved approval of item H1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-364** - Consideration of the adoption of written findings and conditions of 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 October 1, 2020].*

Commissioner Olson moved approval of item H2. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

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

1. **B.O. 20-365** - Consideration of Amendment #3 to an agreement between Yamhill County and Siemens Industry, Inc. (B.O. 19-504) for modifications to the PLC/VMS system upgrade in the Yamhill County Correctional Facility, adding three thermal image cameras to assist with COVID-19 prevention and mitigation and funded through the Criminal Justice Commission's Coronavirus Emergency Supplemental Funding 2020 grant, increasing the not-to-exceed amount by \$64,242 to \$1,795,410.

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

**J. PUBLIC HEARINGS:** None.

**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 12:47 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