

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 29, 2020, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Casey Kulla, Mary Starrett and Richard L. “Rick” Olson and being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Mary Camarata, Regional Solutions Coordinator at Oregon DEQ via telephone; 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**

**B. FLAG SALUTE**

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

**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.*

There was a public comment received via email regarding funding for Fifth Street Academy from Roxanne Wilson.

**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.

Work Session – Review/discussion of 185 Maple St., Yamhill, OR property

Mary Camarata representing Oregon DEQ, explained the cleanup process of the property located in Yamhill prior to sale. She addressed the benefits of the county retaining ownership and utilizing the existing funds for cleanup prior to transferring it to the City of Yamhill. She

proposed funding opportunities to cover the cleanup expenses and anticipated a springtime project completion, noting low level contamination. Mr. Boenisch will reach out to Ms. Camarata to discuss funding and work assignment.

Phillip Higgins, representing the City of Yamhill and the Yamhill Downtown Association, agreed that the county should retain ownership during cleanup. He expressed the city's interest in acquiring the property for productive use. He also agreed DEQ should handle the decommission which would give the city time to offset any expense barriers and acquire purchase funds.

Mr. Boenisch said he had requested value information from the Assessor's Office and discussed proposed purchase and sale agreement language. He offered to have discussion with the city regarding an access agreement. The consensus of the Board was for staff to create an agreement for consideration. No action was taken.

2. a. Review/discussion of Association of Counties (AOC) Dues Structure

The Board addressed proposed dues structures. Commissioner Olson commented on structure of voluntary fees such as federal lands which should be rolled into a standard dues fee and suggested a fixed due (increase) starting in 2021. Commissioner Starrett questioned the dues structure versus the benefits by county and the relevancy of AOC. Ken Huffer noted AOC membership was a bylaw requirement to be a CIS member for the purpose of obtaining property insurance liability coverage. He noted being self-funded was cost prohibitive. The consensus of the Board was for Commissioner Starrett to send a response to AOC stating the county would continue paying dues but will re-evaluate for next year. No action was taken.

**F. DEPARTMENT UPDATES:**

a. Facilities – Joe Moore

Mr. Moore updated the Board on the Emergency Management building improvement project at the OSU Extension site. He also addressed the COVID-19 remodel/upgrades at the Spence House and noted they are not structural or permanent, adhering to historical guidelines. Night shifts for two positions were implemented to accomplish projects that were otherwise difficult to complete during higher traffic work hours.

b. Fair – Gary Wertz

Mr. Wertz noted a slight increase in events which have not met previous year's activity levels due to COVID-19 and recapped Fairground fire response during September. He highlighted plans to hold a virtual Overland Auction to generate revenue. Ken Huffer noted he and Mr. Wertz plan to hold a meeting to assist the Fairgrounds and address their loss of revenues. Considering the loss of revenue due to the pandemic and fire response, he asked the Board to consider options to offset unanticipated operational costs.

**G. CONSENT AGENDA:** None.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 20-380** - Consideration of approval in the matter of a zone change from Resource Industrial to Light Industrial and Imposition of a limited use overlay for Tax Lot 5309-700 located at 14870 Wallace Road; Planning Docket Z-01-20. Applicant: Wilco Farmers; and declaring an emergency.

Christian Boenisch provided the first and second reading of the ordinance by title only. Commissioner Kulla declared a potential conflict of interest due to the use and storage of farming equipment. Commissioner Olson moved approval of item I1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-381** - Consideration of approval of an agreement between Yamhill County and SAR Enterprises, Inc. (dba Communications NW) for radio system upgrade services in the Yamhill County Correctional Facility in the not-to-exceed amount of \$79,495, effective November 1, 2020 through January 31, 2021.

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

3. **B.O. 20-382** - Consideration of approval of grant application #20-536 between Yamhill County and the Oregon Office of Emergency Management for the 2020-2021 fiscal year in the amount of \$92,269, effective July 1, 2020 through June 30, 2021 to supplement operational costs for Emergency Management.

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

4. **B.O. 20-383** - Consideration of approval of an agreement between Yamhill County Health and Human Services and the Yamhill-Carlton School District to provide behavioral health counseling services for the 2020-21 school year, not to exceed \$116,463, retroactive to September 2020 through May 2021.

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

5. **B.O. 20-384** - Consideration of approval of Amendment #1 to Agreement #160124 between Yamhill County Health and Human Services and the Oregon Health Authority (B.O. 19-157) extending through September 29, 2021 to support the outpatient medication assisted treatment (MAT) program.

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. **B.O. 20-385** - Consideration of approval of position management authority adding .75 FTE Human Services Specialist III (QMHP) in the Health and Human Services Family & Youth Division.

Commissioner Kulla moved approval of item I6. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

7. **B.O. 20-386** - Consideration of the Yamhill County Rural Broadband Expansion Project funding request.

Abisha Stone addressed the Board about the project prioritization list which included the broadband expansion. Online NW was selected to densify the broadband reach in rural communities. This would provide internet access for distance learning and work-from-home circumstances in unserved areas. She asked the Board to consider Online NW's request for funding in the amount of \$500,000.

Ken Huffer stated although he believed it would be covered under COVID-19 funding, he also cautioned that the audit process would have to provide proof of the project's eligibility. He also noted the timing of the implementation of the project would be taken into question for CARES Act reimbursement. Ms. Stone said the grant funding would allow immediate project initiation by Online NW rather than waiting for a contract agreement.

Kathy Tate of Online NW stated the substantial number of unserved customers in need are in dense locations. They have been working on their fixed wireless service since 2004 and would like to provide services to underserved and rural customers.

Commissioner Olson was in favor of fixed wireless but expressed concern about CARES Act reimbursement and the timeline. Ms. Stone responded that grant funding through the county would expedite the timeline and would bypass the process of contractual invoicing deadlines, etc. Mr. Huffer said the county had spent less than half of its allotted funds to date, but there were still outstanding expenses that had not been submitted and cautioned that approval of this request would essentially close the door on any additional projects identified by CARES Act funds. Based on projections and trends, he estimated a small remaining amount of available (CARES Act) funds left if this project was approved. Commissioner Starrett was reticent about spending state funding on infrastructure projects that would benefit rural residents who choose to live in those areas but understood the long-term benefit to support distance learning and work-from-home residents. After discussion, Commissioner Kulla moved approval of item I7, amended in the amount of \$500,00. 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 12:39 p.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair RICHARD L. "RICK" OLSON

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Commissioner MARY STARRETT

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Commissioner CASEY KULLA