

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 December 3, 2020, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Casey Kulla, Mary Starrett and Richard L. “Rick” Olson being present.

STAFF: Ken Huffer, County Administrator; Christian Boenisch, County Counsel and Cynthia Thompson, Transit Manager (via Zoom)

GUESTS: (via Zoom) Mayor Rick Rogers, City of Newberg; Greg Blonde, Orrick; Dave Hampton, Friendsview Retirement Community (FRC), Douglas Goe, Orrick; Caitlin Vo, Orrick; Sarkis Garabedian; and Mike Goins.

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). 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 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 two public comments were received via an e-mail survey regarding masks being worn.

- E. PUBLIC HEARING:**
 - 1. Receipt of public comment on a request by Friendsview Manor to issue Revenue Bonds Series 2020 in a maximum aggregate principal not to exceed amount of \$7,000,000 for the purpose of refinancing prior debt obligations and financing additional projects.

a. **B.O. 20-422** - Consideration of a bond resolution approving of the issuance of Senior Living Revenue and Refunding Bond, Series 2020 (Friendsview Retirement Community) and approval to appoint Mike Goins and Rick Rogers to the Yamhill County Hospital Authority Board, each for a four (4) year term to expire on December 31, 2022.

Commissioner Kulla opened the public hearing at 10:05 a.m.

He stated that the public hearing was being held for the purpose of hearing public comment on a request by Friendsview Retirement Community to the Yamhill County Hospital Authority to issue its revenue bonds in an aggregate principal amount not to exceed \$7,000,000.

There was no public comment received.

The public hearing was closed at 10:05 a.m.

Commissioner Starrett moved approval of E1a. The motion passed, Commissioners Kulla, Starrett and Olson voting aye. Christian Boenisch clarified that Mr. Goins' and Mr. Rogers' terms will expire on December 31, 2022.

The BOC combined session was recessed at 10:06 a.m. to convene a meeting of the Hospital Authority Board. The BOC session was reconvened at 10:30 a.m.

F. 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 follow up items from the last Transit District discussion, specifically the installation of the Community Church bus shelter in Newberg, noting that although there is no timeline for completion, there is ongoing discussion regarding its placement. Ms. Thompson's summary of the different transit district types identified basic requirements and primary financing mechanisms. She also provided comparisons of benefits and challenges for the different types of districts. Ms. Thompson estimated a fee structure timeline to be addressed before the end of the 2020-21 fiscal year. She noted she has three potential facilitators for consideration to lead the funding recommendation committee.

b. End of work session

The meeting was recessed at 11:33 a.m. and reconvened at 11:38 a.m.

G. DEPARTMENT UPDATES: None.

H. CONSENT AGENDA:

1. Minutes

- a. **B.O. 20-423** - September 3, 2020 – Formal/Informal Session;
- b. **B.O. 20-424** - September 10, 2020 – Formal/Informal Session;
- c. **B.O. 20-425** - September 17, 2020 – Formal/Informal Session; and
- d. **B.O. 20-426** - September 24, 2020 – Formal/Informal Session

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

I. OLD BUSINESS: None.

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

1. **B.O. 20-427** - Consideration of approval of a contract between Yamhill County and Kittelson & Associates, Inc. for consulting engineering services of 30% of the design plans for North Valley Road Improvements in the amount of \$207,953.38, effective upon approval through May 28, 2021.

Commissioner Starrett moved approval of item J1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-428** - Consideration of approval of Amendment #12 to Agreement #159184 between Yamhill County Health and Human Services and the Oregon health Authority (B.O. 19-228) removing funding in the amount of \$13,446 from the Intoxicated Driver Program Funds (IDPF) based on utilization review, retroactive to July 1, 2020 through December 31, 2020.

Commissioner Starrett moved approval of item J2. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

3. **B.O. 20-429** - Consideration of approval of Amendment #15 to Agreement #159833 between Yamhill County Health and Human Services and the Oregon Health Authority (B.O. 19-222) moving \$11,582 unspent funds from the FY 2019-20 Public Health Emergency Preparedness (PHEP); and moving \$4,315 in unspent Safe Drinking Water funds from the FY 2019-20 to the 2020-21 fiscal year.

Commissioner Starrett moved approval of item J3. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

4. **B.O. 20-430** - Consideration of approval of Amendment #4 to Agreement #154323 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), increasing the not-to-exceed amount by \$156,250 for a total amount of \$1,249,999.92 and extending the expiration date to June 30, 2021.

Commissioner Starrett moved approval of item J4. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

5. **B.O. 20-431** - Consideration of ratifying the State of Oregon Grant Agreement #2510 for CARES Act Emergency Business Grant Funding as already approved by the County Administrator.

Ken Huffer stated that due to time constraints related to the funding for emergency business grants, the contract was submitted to the State and he asked for Board ratification. Commissioner Kulla moved approval of item J5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. Discussion of CARES Act Emergency Business Grant Funding distribution and grant processing.

Commissioner Starrett commented that her main concern was getting funds to businesses most recently impacted. She highlighted the impacts to restaurants and gym sectors which have been closed during the recent two-week freeze. Commissioner Olson commented that he would like to see other businesses receive funding that haven't recently received money from the cultural coalition. Ken Huffer recounted that the grant framework required that all agreements be in place by December 30, 2020 with a grant distribution list sent to the State by January 5, 2021. He said this new round of funding would be for businesses with up to 100 personnel. Staff and Board discussed staffing and outreach coordination towards funding qualification review and distribution. Mr. Huffer will provide an update at the next Board session on December 10th before the December 11th grant portal rollout. *[Item continued to next week. No action was taken.]*

7. Consideration of Yamhill County COVID-19 Response + Recovery Grant awards as recommended by review committee.

Ken Huffer stated the recommendations are not ready but there will be a special session next week. *[Item continued to next week as a special session. No action taken.]*

8. **B.O. 20-432** - Consideration of approval of Amendment #1 to the contract employee agreement between Yamhill County and Christian Boenisch, County Counsel (B.O. 18-383), retroactive to July 1, 2020.

Commissioner Olson moved approval of item J8. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

K. PUBLIC HEARINGS: None.

L. 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

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 12:37 p.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair CASEY KULLA

Commissioner MARY STARRETT

Commissioner RICHARD L. “RICK” OLSON