

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 June 10, 2021, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Mary Starrett, Lindsay Berschauer and Casey Kulla being present.

Also present were Ken Huffer, County Administrator; Todd Sadlo, Senior Assistant County Counsel; Mike Barnhart, Finance Manager; Stephanie Armstrong, Senior Planning; Ken Friday, Planning Director and Keri Hinton, BOC Staff (via Zoom).

Guests via Zoom: Seth Hedstrom, BerryDunn; Kathryn Jernstedt; Anne; Philip Higgins; Koosah Farm; Nate Lindell; and Beth Rankin.

*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 Starrett 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 Commissioner’s reviewed the joint schedule with no changes added. 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.*

Commissioner Starrett acknowledged public comments received via e-mail regarding vaccine passports.

**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 American Rescue Plan Funds areas of priority. *[Continued from June 3, 2021]*.

The Board and staff reviewed eligible uses of recovery funds and discussed a grant program format to award ARP funding according to the proposed categories and their disbursement percentages. The Board also explored a non-cash grant option to support community resources such as childcare expansion and workforce development. The consensus of the Board was to direct staff to collect data and review outcomes of previous community immediate relief grant programs before implementing a new grant program.

- b. End of work session.

**F. DEPARTMENT UPDATES:** None.

**G. CONSENT AGENDA:** Commissioner Kulla moved approval of the consent agenda. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

1. **B.O. 21-231** - Approval of Amendment #3 to an agreement between Yamhill County and Crook County (B.O. 18-83) for “space available” detention bed rentals, extending the agreement date through June 30, 2022.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 21-232** - Consideration of authorizing a notice of intent to award the Yamhill County 2021 Overlay Project to Knife River Corporation in the amount of \$1,719,419.25.

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

2. **B.O. 21-233** - Consideration of authorizing Yamhill County Health & Human Services to submit application(s) for Specialty Court Grant funds administered by the Oregon Criminal Justice Commission.

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

3. **B.O. 21-234** - Consideration of authorizing a notice of intent to apply for the 2021-22 Oregon Emergency Management Emergency Management Performance Grant (EMPG) in the amount of \$197,047.50.

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

4. **B.O. 21-235** - Consideration of authorizing an intent to award a contract to Graviton for the Yamhill County Enterprise Resource Planning (ERP) Software System project in the amount of \$5,582,265.

Mike Barnhart and Seth Hedstrom explained the vendor selection phase of the ERP conversion project to replace the county's central finance system. Mr. Barnhart noted the dollar amount would cover a ten-year cost period for implementation and support. After discussion, Commissioner Kulla moved approval of item I4. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

The meeting was recessed at 11:21 a.m. and reconvened at 11:27 a.m.

**J. PUBLIC HEARINGS:**

1. Consideration of Docket #FT-13-20 a request for an appeal of the Planning Director's approval of a forest template dwelling; Applicant: Catherine Wright representing Loyola Heights, LLC.; Appellant: 1000 Friends of Oregon; Tax Lot: 5435-600. *[Continued from May 13, 2021 at the point of staff recommendation.]*

The public hearing was reconvened at 11:27 a.m. at the point of staff recommendation.

Staff Recommendation: Stephanie Armstrong presented the staff report approving the application with conditions as presented. Ken Friday added comments regarding neighbors and applicants working together to find amicable resolutions. He expressed concern regarding the 1000 Friends of Yamhill County's decision to reoppose an application that had been resolved between parties. The public hearing was closed at 11:30 a.m.

Deliberation: Commissioner Starrett moved to deny the appeal and approve the application. After discussion, the motion passed, Commissioners Starrett, Berschauer and Kulla voting aye. Todd Sadlo stated final written findings and conditions to be adopted on June 24, 2021 at 10:00 a.m. in a virtual meeting via Zoom.

**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 11:44 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair MARY STARRETT

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Commissioner LINDSAY BERSCHAUER

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Commissioner CASEY KULLA