

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 February 4, 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; Christian Boenisch, County Counsel; Mark Lago, Public Works Director; Todd Sadlo, Assistant County Counsel; Carrie Martin, Special Grants and Projects Manager; and Keri Hinton, BOC Staff (via Zoom).

Guests (via Zoom): Kat Ricker, CPRD; Casey Creighton, CPRD; Philip Higgins; Dayna Gilbert; Diane; Sheila Barnes; Michelle Rodocker-Cunnings; Candice; Erin Chen; Hanks; Jane; Patty Williams; Vickie; Ryan; Lisa Pool; MaryBeth Branch; Carla-Koosah Farm; Cece; Green Works; Tanya Tompkins; Patricia Faye Marshall; Remy Drabkin; Marvin Bernards; Nathalie Hardy; Sarri Givson; Seth; Sylla McClellan; Alyson; Carole Foley; Anna Falla; C. Thompson; Beth Rankin; Chuck, and Barbara Boyer.

*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). 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 Starrett acknowledged public comments received via e-mail related to item H1.

**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. None.

**F. DEPARTMENT UPDATES:**

a. Review of the 2021-22 Capital Improvement Projects (CIP) List – Mark Lago, Public Works Director reviewed the CIP list outlining a paving schedule and the order in which roads will be paved along with those that are just in need of overlays and chip-seals. He also reviewed the new method being used to determine which bridges are in need of repair immediately and those that will be contracted out.

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

1. **B.O. 21-48** - Approval to appoint Bruce Hubbard to the Road Improvement Advisory Committee (RIAC) for a three-year term to expire on February 4, 2024.

2. **B.O. 21-49** - Approval of Amendment #3 to an agreement between Yamhill County and Oregon Health Authority (B.O. 18-77) for grant funding for the Medication Assisted Treatment (MAT) program in the Yamhill Correctional Facility, extending the current agreement through September 29, 2021.

3. **B.O. 21-50** - Approval of Amendment #2 to Intergovernmental Agreement #1652 between Yamhill County and the Oregon State Marine Board (OSMB) (B.O. 20-446) Facility Grant Program for repairs to the short-term tie-up dock at Roger’s Landing, extending the completion date to May 31, 2021.

4. **B.O. 21-51** - Approval of the Federal Emergency Management Agency (FEMA)-4562-DR-OR subrecipient certification between Yamhill County and FEMA to be submitted for reimbursement in the amount of \$19,603.92 for emergency protective measures deployed during the Chehalem Mountain/Bald Peak Fire.

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**H. OLD BUSINESS:**

1. **B.O. 21-52** - Consideration of approval to direct legal counsel to withdraw Yamhill County’s application for land use approval (Planning Docket: #G-18-1) for the segment of the Yamhelas Westsider Trail between the cities of Yamhill and Carlton. *[Continued from January 28, 2021].*

Discussion continued from last week with responses from ODOT related to the grant reimbursements for the Stag Hollow Bridge if the county voted to withdraw from the project. In response to the inquiry as to whether the opponents would be open to mediation with the county, Christian Boenisch stated their legal counsel declined the offer.

The meeting recessed at 11:58 a.m. and reconvened at 12:07 p.m.

Following additional discussion, Commissioner Berschauer moved to withdraw the land use application for the Yamhelas Westsider Trail. Commissioner Kulla asked Commissioner Berschauer to amend her motion to include that the county was withdrawing from the Connect Oregon VI grant and Transportation Alternatives Program (TAP) grant contracts as well. Commissioner Berschauer objected to Commissioner Kulla's recommended motion. Mr. Boenisch clarified that the county would be obligated to ODOT for repayment of grant funding. The motion passed, Commissioners Starrett and Berschauer voting aye, Commissioner Kulla voting nay.

The meeting recessed at 1:21 p.m. and reconvened at 1:31 p.m.

2. **B.O. 21-53** - Consideration of approval of the COVID-19 Emergency Restaurant Licensing Grant Program. [*Continued from January 28, 2021*].

Ken Huffer outlined a grant proposal for Board review to waive restaurant licensing fees for businesses that have already paid or are pending renewal for 2021. He recommended that funding be available to match received fees in 2019 which was approximately \$233,000 to cover the grant amount. In comparison, received fees in 2020 were less than \$75,000 due to pandemic closures.

Commissioner Kulla moved approval of the COVID-19 emergency restaurant licensing grant program with 100% of the 2020-21 adopted license rates for permanent restaurants. The motion passed Commissioners Starrett, Berschauer and Kulla voting aye.

3. Discussion of dog control late fees. [*Continued from January 28, 2021*].

The consensus of the Board was to table item H3 for a later date. No action was taken.

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

1. **B.O. 21-54** - Consideration of approval of the Public Works Capital Improvement Project List for 2021-22.

Commissioner Kulla declared a potential conflict of interest stating that he resides on one of the roads listed. Commissioner Kulla moved approval of item I1. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

2. **B.O. 21-55** - Consideration of approval to authorize Yamhill County Health and Human Services to submit an application for funding from the Oregon Health Authority for School-Based Health Center outreach and engagement up to \$100,000.

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

3. Consideration of submitting a letter of support for the Community Paths Grant-Bypass Trail & Hess Creek Bridge.

Kat Ricker and Casey Creighton of CPRD stated their application was submitted due to deadline constraints but would move a letter of support forward to the application committee if the Board approved one. After discussion, the consensus of the Board was to table item I3 for further review and discussion. No action was taken.

4. **B.O. 21-56** – Consideration of approval of the 2021 Association of Oregon Counties (AOC) Dues in the amount of \$25,050.28.

The Board discussed the value of the AOC membership which is a requirement for the county to maintain insurance coverage by Citycounty Insurance Services (CIS). Commissioner Starrett moved approval to pay AOC dues in the amount of \$25,050.28. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

5. Discussion of landlord and rental assistance grants.

The Board discussed grant funds which have been made available for housing assistance. Ken Huffer stated that he would work with staff to prepare an application and notice a public hearing. The consensus of the Board was to direct staff to move forward as discussed. No formal action taken.

**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 2:22 p.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Chair

MARY STARRETT

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Commissioner

LINDSAY BERSCHAUER

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Commissioner

CASEY KULLA