

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 23, 2022, at 10:00 a.m. in Room 32 of the courthouse and a virtual meeting via Zoom. Commissioner Mary Starrett participated in person; Commissioner Lindsay Berschauer was present via Zoom. Commissioner Casey Kulla was absent.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Brian Van Bergen, County Clerk; Carolina Rook, BOC Staff.

Guests: No guests were present.

*Welcome! Thank you for attending today’s meeting. Public participation is encouraged. If you wish to address the Commissioners on any item not on the agenda, you may do so as part of the public comment period at the beginning of the meeting. If you desire to speak on any item, please raise your hand to be recognized after the Chair announces the agenda item. Please fill out a public comment card to indicate your intent to speak. NEW – Public participation also includes the ability to attend Formal Session via Zoom. For attendees that are attending the meeting via Zoom, the Chair will ask if any Zoom attendees wish to provide public comment in same manner as provided above. At that time, attendees will be asked to use the “raise hand” function in Zoom and staff will unmute the participant. Meetings will also continue to be available for view via a live stream on the Commissioners’ You Tube channel. Written public comments may be submitted via email at [bocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us).*

**A. CALL TO ORDER:** Commissioner Berschauer called the meeting to order at 10:02 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 for the week of June 27 – July 3, 2022. No other county business was discussed.

**D. PUBLIC COMMENT:** This time period is reserved for public comment on any topic other than: 1) agenda items, 2) A quasi-judicial land use matter, or 3) a topic scheduled for public hearing. The Chair may limit the length of individual comments.

**E. DEPARTMENT UPDATES:**

a. Clerk’s Office – Brian Van Bergen *[Rescheduled from June 16, 2022.]*

Brian Van Bergen addressed the Board in his final department update as County Clerk prior to his departure to Marion County. He reviewed the Clerk department’s roles and assured that its staff is prepared to continue its duties during the transition under the interim supervision of the Chief Deputy Clerk. He explained the projects he has been working on and wrapping up before his departure. After he expressed his gratitude for the years he has spent in Yamhill County, Commissioner Berschauer addressed her concerns over the issues with the re-call elections earlier this year. Mr. Van Bergen explained that the issues with ballots being returned to the voters in the re-calls was out of their control because it has to do with the way the statewide envelopes are designed and the process in which the United States Postal Service handles those envelopes. Commissioner Berschauer asked Mr. Van Bergen about the two January recall elections in relation to the number of late ballots they received due to the new law allowing the processing of ballots post-dated the day of the election. Mr. Van Bergen expressed his concern in voters mailing in their ballots on the day of the election and agreed that there should be more education provided to the voters and encourage them to use the ballot drop boxes especially in the week leading up to the election. Mr. Van Bergen assured the Board that the ballot drop boxes are “quite secure” without going into the private details of how these drop boxes are secured and monitored. Mr. Van Bergen clarified what and how ballots are accepted through the mail up to 7 days after the election. Commissioner Starrett asked what the appointed county Clerk can do to tighten up the election day mail in process in which his response was to contact your legislature and request them to change the law. The Board and staff discussed the invoices for the recalls that have happened this year and the total the county would be responsible for. Mr. Van Bergen clarified the breakdown for the costs associated with the recalls and offered the Commissioners more detail on the election workers time but would only be able to provide an estimation of staff and his own time spent on the recall elections.

**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 – None.

**G. CONSENT AGENDA:**

Commissioner Starrett moved approval of the consent agenda. The motion passed. Commissioners Berschauer and Starrett voting aye. Commissioner Kulla was absent.

Contracts & Grants

1. **B.O. 22-188** - Approval of an agreement between Yamhill County and Bent, LLC. for the Deer Creek Park Bridge Project in the amount of \$636,388.50 effective upon approval through April 30, 2023.

2. **B.O. 22-189** - Approval of Amendment #8 to Agreement #169533 between Yamhill County and the Oregon Health Authority (OHA) (B.O. 21-248) for the financing of Public Health Services in the amount of \$1,832,572.88 effective July 1, 2022 through June 30, 2023.
3. **B.O. 22-190** - Approval to amend the 2022 OHSU Nutrition Memorandum of Agreement between Yamhill County and Oregon Health Science University (OHSU) for the Nutrition Oregon Campaign in the amount of \$9,446.37 and rescinding Board Order 22-74 retroactive to February 1, 2022 through January 31, 2023.
4. **B.O. 22-191** - Approval of Amendment #2 to a real estate lease between Yamhill County Health and Human Services and the Housing Authority of Yamhill County (B.O. 09-617) increasing the rent for the New Reflections Home to \$3,438.73 per month effective November 1, 2022 through October 31, 2023.
5. **B.O. 22-192** - Approval of Amendment #2 to a real estate lease between Yamhill County Health and Human Services and the Housing Authority of Yamhill County (B.O. 95-325/21-268) increasing the rent for the Bridges apartments to \$3,004 per month effective July 1, 2022 through June 30, 2023.

Committees

6. **B.O. 22-193**- Approval to appoint Charles Mayse to the Road Improvement Advisory Committee (RIAC) for a three-year term to expire on June 23, 2025.
  7. **B.O. 22-194** - Approval to appoint Chris Chenowith to the Parkway Committee to fill a position vacated by Scott Hill, term to expire December 31, 2024.
- 

**H. OLD BUSINESS:** None.

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

1. **B.O. 22-195** - Consideration of approval of proposed 2022-23 Health and Human Services Behavioral Health Usual and Customary Rates, Public Health Clinic Rates, and Environmental Health Fees effective July 1, 2022 through June 30, 2023.

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

2. **B.O. 22-196** - Consideration of approval of a support letter for Homeward Bound Pets Humane Society's grant application.

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

3. **B.O. 22-197** - Consideration to authorize Yamhill County Health and Human services to submit an application for funding to support the Behavioral Health Housing Investment Participation program from the Oregon Health Authority in the amount of \$2,828,847.

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

**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 11:22 a.m.

Megan Marasco  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

---

Chair LINDSAY BERSCHAUER

---

Commissioner CASEY KULLA

---

Commissioner MARY STARRETT