

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 September 22, 2022, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Casey Kulla and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Jodi Gollehon, County Counsel II; Mark Lago, Public Works Director; Shane Hoffman, Information Technology Manager; and Megan Marasco, BOC Staff. Ken Friday, Planning Director; Colton Totland, Assistant County Counsel and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests via Zoom: Abisha Stone, Michelle Edwards and Kit Johnston.

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 [cocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us).

A. CALL TO ORDER: Commissioner Berschauer 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 for the week of September 26 – October 2, 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.

Public comments were received via email regarding civil rights and procured private contractors. Commissioner Berschauer addressed received comments attacking families of Board members.

Michelle Edwards provided public comments regarding private contractors on the housing authority procurement list. Commissioner Starrett suggested that Ms. Edwards attend the HAYC advisory board meeting to address her contract issues.

E. DEPARTMENT UPDATES:

- a. Information Technology (IT) – Shane Hoffman
Shane Hoffman updated the Board and staff regarding security and recent projects.

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

Minutes

1. **B.O. 22-294** - July 7, 2022; Formal/Informal Session;
B.O. 22-295 - July 14, 2022; Formal/Informal Session;
B.O. 22-296 - July 21, 2022; Formal/Informal Session; and
B.O. 22-297 - July 28, 2022; Formal/Informal Session.

Personnel

2. **B.O. 22-298** - Approval to authorize Leave Without Pay (LWOP) for employee # 3533 retroactive to August 25, 2022 through October 25, 2022.

Contracts & Grants

3. **B.O. 22-299** - Approval to accept a quote and purchase from Structured for maintenance of Mitel licensing and support for the 2022-23 fiscal year in the amount of \$39,862.29.
4. **B.O. 22-300** - Approval of an agreement between Yamhill County Health and Human Services and the McMinnville School District to provide behavioral health counseling services for the 2022-23 school year in the not-to-exceed amount of \$64,199.88.
5. **B.O. 22-301** - Approval of an amendment to the master subscription agreement between Yamhill County and Relias Learning (B.O. 17-288) adding fifty additional users for an annual total amount of \$57,711.86.

6. **B.O. 22-302** - Approval of Intergovernmental Grant Agreement #177708 between Yamhill County and the Oregon Health Authority for behavioral health housing in the amount of \$2,828,947 effective upon full execution through April 1, 2024.

H. OLD BUSINESS: None.

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

1. **B.O. 22-303** - Consideration of approval of an intent to award a construction contract to Hicks Striping & Curbing, Inc. for the 2022 Highway Striping Services project in the amount of \$288,547.50.

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

2. **B.O. 22-304** - Consideration of approval in the matter of an order regarding the sale of surplus tax foreclosed property at public auction; accepting the Sheriff's return following sale.

Jodi Gollehon noted a correction in the exhibits prior to approval; she summarized the board order and said approval will approve the property list, authorize advertisement and the return of sale process. After discussion, Commissioner Starrett moved approval of item I2. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

3. **B.O. 22-305** - Consideration of approval to accept a quote and purchase from Structured for Nutanix server/storage infrastructure and support for the 2022-23 fiscal year in the amount of \$146,840.

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

4. **B.O. 22-306** - Consideration of approval in the matter of a contract with Sierra Santa Fe in the amount of \$742,670 for annual chip seal paving; and incorporating a change order in the amount of \$118,280 to perform additional work on Starr Quarry Road.

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

5. **B.O. 22-307** - Consideration of approval to amend the Newberg Urban Area Management Commission Bylaws.

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

6. **B.O. 22-308** - Consideration of approval to amend the Newberg Urban area Growth Management Agreement.

After discussion, Commissioners Berschauer moved approval of item I6. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

7. Consideration of a Rural Industrial Incentive Program. (Commissioner Berschauer).
After discussion, the consensus of the Board was to invite the county assessor to a meeting for further discussion. There was no 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

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 11:29 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner CASEY KULLA

Commissioner MARY STARRETT