

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 March 17, 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; Mark Lago, Public Works Director; Tim Svenson, Sheriff; and Nohely Barajas-Montalvo, Legal Assistant.

Guests via Zoom: Gordon Cook, RIAC; Adam Zabinsky, RIAC; Sheila Barnes; Rodrigo Lagunas; and Patriciafaye Marshall.

*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.*

**NOTICE: The Board of Commissioner’s Formal/Informal Session will resume in-person attendance in Room 32 of the Yamhill County Courthouse beginning March 24, 2022.**

**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 March 21 – March 27, 2022. 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.*

There were no public comments received.

**E. DEPARTMENT UPDATES:**

a. Public Works – Mark Lago / Road Improvement Advisory Committee (RIAC) Annual Report.

Mr. Lago addressed personnel updates stemming from retirements. He said the mower and vegetation spraying equipment now have iPad systems with GIS capability to avoid evasive areas. He anticipated presenting a proposal for intersection changes on Bald Peak Road in the spring and has made requests to ODOT regarding speed limit reduction changes in the Bald Peak Road and Ball Road areas. He reported that the Habitat Conservation Plan (HCP) has been updated to report the Defenders Blue Butterfly was downgraded from endangered to threatened status as a result of continued conservation efforts. Mr. Lago stated early material procurement will be received for the Deer Creek Park Road Bridge project ahead of a contractor selection in anticipation of completing the project by fall.

Gordon Cook and Adam Zabinsky presented the RIAC annual report highlighting organized work on roadside 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:** None.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 22-79** - Consideration of approval of Agreement #174040 between Yamhill County Health and Human Services and the Oregon Department of Human Services for Behavioral Support Services in an amount not to exceed \$3,350,500 retroactive to February 1, 2022 through January 31, 2025.

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

2. **B.O. 22-80** - Consideration of approval of Change Order #1 to the Agreement between Yamhill County and Convergent Technologies (B.O. 20-445) for the fire alarm system upgrade at the Yamhill County Jail, Sheriff's Office, Juvenile Detention and Courthouse facilities in the amount of \$24,742.

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

3. **B.O. 22-81** - Consideration of submitting a letter of support for Community Home Builders.

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

4. **B.O. 22-82** - Consideration of approval to amend the 2022 Sheriff's Office fee schedule.

Sheriff Svenson addressed concealed handgun license fees and discussed safety training course options to offset proposed increased costs. After discussion, Commissioner Starrett moved approval of item I4. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

5. **B.O. 22-83** - Consideration of a letter to Governor Kate Brown urging denial of clemency to Lynley Rayburn with regard to the 2005 murder of Dale Rost III. (Commissioner Berschauer).

Commissioner Berschauer addressed the letter asking to deny the clemency request of Lynley Rayburn. Commissioner Berschauer moved approval of item I5. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

6. **B.O. 22-84** - Consideration of approval of position authority to delete 1.0 FTE Office Specialist II and add 1.0 FTE Senior Office Specialist in the Planning Department.

Commissioner Kulla moved approval of item I6. The motion passed, Commissioners Berschauer, Kulla

7. **B.O. 22-85** - Consideration of approval for Public Works to purchase four 2021 Dodge Durango Interceptor Utility vehicles in the amount of \$156,020.

Commissioner Kulla moved approval of item I7. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

**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 10:50 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair LINDSAY BERSCHAUER

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Commissioner CASEY KULLA

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Commissioner MARY STARRETT