

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 31, 2022, at 10:00 a.m. in Room 32 of the Yamhill County Courthouse and virtually 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, Assistant County Counsel II; Nohely Barajas-Montalvo, Legal Assistant; Ken Friday, Planning Director; Jason Foose, County Surveyor; Lance Woods, Associate Planner; Cynthia Thompson, Transit Manager; and Megan Marasco, BOC Staff.

Guests via Zoom: Deric Weiss, TVF&R; Cassandra Ulven, TVF&R; Elaine Albrich, DWT; Lloyd; Patriciafaye Marshall; Tara Rich; Vickie Ybarguen; Polly; AKS Engineering; Beatrice Falla; and Linda Town.

***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 10:00 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 April 4 – April 10, 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 comment was received via email regarding comments on commissioner Facebook pages.

**E. PRESENTATION:** Tualatin Valley Fire & Rescue (TVF&R) – Chief Weiss

Deric Weiss presented the TVF&R State of the District report. He highlighted inclusive developmental training programs that addressed officer development, recruitment and education and outreach. Normal operations and community outreach resumed March 1, 2022 post COVID-19. He addressed the \$122 million dollar voter approved bond measure to replace equipment and for facility improvements. Chief Weiss introduced The Community Health & Resource Management (CHARM) pilot program in Washington County providing intervening paramedic services to alleviate hospital transport demands and overuse of the 911 emergency system.

**F. DEPARTMENT UPDATES:**

a. Planning Department – Ken Friday

Ken Friday stated 2021 was challenging but productive; the department processed approximately 525 planning applications, 4600 permits and performed approximately 12,000 building and electrical inspections. The state estimated value of construction reached \$130 million dollars. Mr. Friday introduced Jason Foose as the new County Surveyor who commented on the Planning Department’s efficiency and user-friendly recordkeeping system. He stated 110 surveys were processed in 2021 equating to 500 new home sites in the county and was working with property management to review surplus properties. He hoped to improve upon converting records to electronic access and GIS data recording.

**G. 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.

**H. CONSENT AGENDA:**

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

1. **B.O. 22-96** - Approval of a request to apply for the 2022 Oregon Emergency Management State Homeland Security Program (SHSP) grants.

2. **B.O. 22-97** - Approval of Amendment #6 to Agreement #169533 between Yamhill County and the Oregon Health Authority for Public Health Services (B.O. 21-248) in the amount of \$97,554 for fiscal year ending June 30, 2022 and add 1.0 full-time equivalent (FTE) of Management Analyst in the Health and Human Services position management roster.

3. **B.O. 22-98** - Approval of Amendment #3 to the agreement between Yamhill County and Sunrise Family Clinic LLC (B.O. 20-29) for mental health services in the McMinnville School Based Health Clinic (SBHC) the amount of \$69,500.

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I. **OLD BUSINESS:** None.

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

1. **B.O. 22-99** - Consideration of approval of an agreement between Yamhill County and Columbia County for “space available” detention bed rental at the rate of \$168 per bed per day, effective July 1, 2022 with an automatic renewal clause on a year-by-year basis.

Commissioner Berschauer moved approval of item J1. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

2. **B.O. 22-100** - Consideration of the appointment of Lt. Jamison Goetz – Non-voting member to the Local Public Safety Coordinating Council (LPSCC) to complete the remainder of Lt. Jose Orosco’s term effective immediately through July 2024.

Commissioner Berschauer moved approval of item J2. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

3. **B.O. 22-101** - Consideration of approval of an agreement between Yamhill County and David Evans and Associates, Inc. (DEA) for consulting engineering services to develop a 5-year Bridge Capital Improvement Program (BCIP) not to exceed the amount of \$33,000 effective upon approval through June 30, 2023.

Commissioner Kulla moved approval of item J3. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

4. Consideration of approval of recommendations to be made by the selection committee for the Yamhill County Investing in Nonprofit Organizations Grant program.

Ken Huffer stated the applications were still in review and requested to table the item until next week. There was no action taken.

5. **B.O. 22-102** - Consideration of adopting Resolution 22-03-31-1 recognizing April as Child Abuse Prevention and Awareness Month.

Commissioner Kulla moved approval of item J5. Commissioner Berschauer read the Resolution into the record. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

6. **B.O. 22-103** - Consideration of approval of Amendment #1 to Grant Agreement #35090 between Yamhill County and the Oregon Department of Transportation (B.O. 21-356) extending the effective date through June 30, 2024.

Commissioner Kulla moved approval of item J6. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

7. **B.O. 22-104** - Consideration of approval of a selected vendor and an intent to proceed with Kittelson and Associates to develop and complete the 2022 Human Services and Transportation Coordinated Plan in the amount of \$45,413.

Commissioner Starrett moved approval of item J7. Christian Boenisch requested that the agreement be approved pending final review and approval by County Counsel. The motion passed as amended, Commissioners Berschauer, Kulla and Starrett voting aye.

The meeting was recessed at 11:07 a.m. and reconvened at 11:14 a.m.

#### **K. PUBLIC HEARINGS:**

1. Consideration of approval of Docket # PAZ-04-21: Approval of a Comprehensive Plan amendment from Very Low Density Residential to Industrial and a zone change from VLDR-2.5, Very Low Density Residential to LI, Light Industrial. Applicant: AKS Engineering & Forestry, LLC.; Tax Lot: 4411-01300 & 4411-01301. *[Continued from March 3, 2022 at the point of Staff Recommendation.]*

Commissioner Berschauer reconvened the public hearing at 11:15 a.m.

Staff Recommendation: Lance Woods stated the support of the application and the implementation of the overlay use on the track to limit the use of the track to an agricultural business which includes a supply store, retail store, office space and a storage warehouse.

Ken Friday added that the presentation given to the Board was different than what was presented to the Planning Commission which was focused on the farm store. He noted the traffic study was based on a maximum buildout for a single business but did not evaluate results based on potential 28 separate Light Industrial (LI) parcels on the 13-acre lot. He reiterated recommendation of a limited overlay use to include the supply store, retail store, office space and warehouse.

The public hearing was closed at 11:21 a.m.

Deliberation: After discussion, Commissioner Starrett moved approval of the application as approved by the Planning Commission with a conditional use overlay for an agricultural business. The motion passed, Commissioners Berschauer and Starrett voting aye, Commissioner Kulla voting nay. Written findings and conditions to be adopted on April 21, 2022.

#### **L. 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 12:26 p.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