

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 January 8, 2026, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom. Commissioners Kit Johnston, Mary Starrett, and David “Bubba” King being present.

Also present were Ken Huffer, County Administrator; Kevin Perkins, Deputy County Administrator PIO; Bailey Barnhart, BOC Staff; Cale George, BOC Staff; Christian Boenisch, County Counsel; Kaleb Raeveer, Assistant County Counsel; Ken Friday, Planning Director; Lance Woods, Senior Planner; Keri Hinton, Clerk; Sam Elliot, Sheriff. Nohely Barajas-Montalvo, Legal Assistant; and Alicia Lisle, Planning Manager participated via Zoom.

Guests: Hillary Malcomson, Brady Carroll, Jim Johnson, Janet Redmond, Joe Schirle, John Olson, Mary Weil, Jason Lett, Elizabeth Seeberger, Sid Friedman, Kevin Kono, Elaine Albrich, Chip Siegel, and Cicholas Meltzer. CileC, Elaine Albrich – DWT, Eric Wriston, Johnren De Leon, Lee Schrepel, MT, rellis, Ricky Armendariz, Todd LaRochelle, and Zach Maley participated via Zoom.

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. 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 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@yamhillcounty.gov by 5:00p.m. Wednesday.

A. CALL TO ORDER Commissioner Johnston called the meeting to order at 10:20 a.m. The meeting start time was delayed due to technical difficulties.

B. FLAG SALUTE

C. NEW BUSINESS

1. **B.O. 26-001** - Elect Chair and Vice-Chair for 2026.

Commissioner Johnston moved approval to nominate Commissioner Johnston as Chair and Commissioner Starrett as Vice-Chair for 2026. The motion passed, Commissioners Johnston, Starrett and King voting aye.

2. Discuss Areas of Liaison for 2026.

The consensus of the Board was to continue this decision to January 15, 2026. No action was taken.

D. CALENDAR SESSION: This time is reserved for the review of the commissioner's joint schedule (if needed). The Commissioners reviewed the joint schedule for the week of January 12, 2026 – January 18, 2026. No other county business was discussed.

E. PUBLIC COMMENT: This time 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.

Janet Lee Redmond provided public comment regarding the Oregon Women of Agriculture mini grant program. Joe Schirle provided public comment regarding a complaint against the Sheriff's Office.

F. DEPARTMENT UPDATES: Clerk's Office – Keri Hinton

Ms. Hinton provided an update regarding online voter registration. She explained that the online voter registration process makes registering to vote more accessible. The online voter registration process is the same as the current process for paper registration and the same verification checks are completed after someone registers to vote. Signature updates can now be made online as well. The Clerk determines if a valid signature is submitted for a registered voter. If someone registers to vote or updates their voter registration, they will receive a notice in the mail confirming the changes to their voter registration. Ms. Hinton clarified that the Clerk's office is always checking voter registrations to make sure they are valid and can use additional verification steps if necessary. All the verification steps for voter registration are handled by a human and looked at very carefully. Ms. Hinton provided an example of a voter name change, which is investigated and confirmed by the Clerk's office through letters or phone calls that a registered voter made the request.

Ms. Hinton also clarified that all ways to register to vote are safe, but if someone is concerned about identity theft then registering to vote in person would be the safest.

Ms. Hinton also explained any mail-in ballots that do not have a valid postmark or were processed after the mail-in voting deadline will not be counted.

Ms. Hinton also provided a department update for the Clerk's office. She shared that the property reporting alert service system is now available and there are currently over 800 registered property owners utilizing this service. Ms. Hinton discussed the archiving process the Clerk's office is currently working on. Ms. Hinton shared that her office is working with the State Archive Division on ways to preserve old mortgage books the county is in possession of. The Clerk's office has also entered into an agreement with a records archiving software company to archive and digitize records.

She anticipated the Clerk's office budget will have an increase of 6-8% over the current year.

G. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance.

1. None.

H. CONSENT AGENDA:

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

Committees

1. **B.O. 26-002** - Approval to appoint Alicia Lisle (non-bargaining Planning position) to the Employee Safety Advisory Committee to complete the remaining term vacated by Eileen Slater and extend to serve a two-year term to expire on March 18, 2028.

2. **B.O. 26-003** - Approval to reappoint Dave Haugeberg and Bill Rosacker to the Parkway Committee each for a four-year term to expire on January 15, 2030.

Minutes

3. **B.O. 26-004** - Approval of Formal Session minutes from December 18, 2025.

I. OLD BUSINESS: None.

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

1. **B.O. 26-005** - Rescind Board Order 25-412, a Repeal of Board Order 25-378.

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

2. **B.O. 26-006** - Rescind Board Order 25-379 – Approval of a Board Order and findings in the matter of approving on remand planning Docket No. PAZ-01-24/S-03-24, a Comprehensive Plan amendment and approval of a fourteen-lot subdivision for Tax Lot No. R4418 01000; Applicant: John Abrahms.

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

3. **B.O. 26-007** - Consideration of approval of Intergovernmental Agreement (IGA) #15568 between Yamhill County and the Oregon Youth Authority for expunction of juvenile records in the total amount of \$57,705.84 retroactive to January 1, 2026, through December 31, 2027. Oracle #JV26007IGA.

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

4. **B.O. 26-008** - Consideration of approval of a Memorandum of Agreement between Yamhill County Health and Human Services and Oregon Health and Science University (OHSU)

for the Nutrition Oregon Campaign in the amount of \$28,954, retroactive to January 1, 2026, through December 31, 2026. Oracle #HHS25058GS.

Commissioner Starrett moved approval of item J4. The motion passed, Commissioners Johnston, Starrett and King voting aye.

K. PUBLIC HEARINGS:

1. To consider the LUBA remand (LUBA #2022-081) of the county’s decision regarding Docket C-03-22, a conditional use request to operate a nine (9) guestroom Bed and Breakfast facility as a home occupation. Applicant: Grange Hill, LLC. Appellant: Friends of YC. The remand will be limited to accepting testimony, arguments, and evidence as to whether the subject dwelling, identified as Grange Hill Estate, 9580 NE Worden Hill Road, Dundee, is a dwelling within the meaning of ORS 215.448, and YCZO 1004.01(C), including whether the dwelling will be occupied by the farm operator.

Commissioner Johnston opened the hearing at 10:59 a.m.

There were no abstentions or objections to the jurisdiction of the hearing. There were no reports of site visits or ex-parte contact with regard to the hearing, but Commissioner King noted that he had previously been to the property years ago. Lance Woods read the “raise it or waive it” statement required by ORS 197.763.

Staff Report: Ken Friday stated that the initial application was approved by the Planning Department in 2022. On July 3rd, 2025, Oregon Supreme Court affirmed in part and reversed in part the case and it went to LUBA. On September 19th, 2025 LUBA remanded the decision to Yamhill County. The issues are identified in LUBA’s remand and are limited to accepting testimony, arguments and evidence as to whether the subject dwelling is considered a dwelling under ORS 215.448 and whether the dwelling will be occupied by a farm operator per Yamhill County zoning ordinance 1004.01C.

Applicant Testimony: Kevin Kono was present on behalf of the applicant. He shared a presentation with the Board that discussed their proposed findings of fact. Mr. Kono shared how the application meets the issues stated in the remand.

Commissioner Johnston recessed the meeting at 11:27 a.m. and reconvened at 11:31 a.m.

Testimony for support of Applicant: None.

Appellant Testimony: Sid Friedman provided a slideshow presentation in opposition of the applicant. He asserted that The Grange is not a single-family dwelling.

Elizabeth Seeburger, Mary Weil, Jim Johnson, Jason Lett, and Ricky Armendariz all provided similar testimony expressing opposition of the application. Additionally, Mr. Armendariz representing Friends of Yamhill County requested extending the hearing to allow time to review and respond to new testimony provided by the Applicant.

Public Agency Reports: None.

Applicant Rebuttal: Elaine Albrich opposed having the record left open for the appellant to review materials or to submit rebuttal. Ken Friday addressed the Appellant's request to leaving the record open; he expressed opposition to this explaining the Appellant's lengthy opportunity to respond to Supreme Court and LUBA decisions. Ms. Albrich requested that the record for both written and oral testimony be closed, and that the public hearing be closed for deliberations to be decided at a later date.

Staff Recommendations: Ken Friday clarified several points about the application regarding criteria of a dwelling and stated how this application meets those requirements. He also stated that as long as the manager is the farm operator, he found no reason to deny the application. Mr. Friday recommended approval of the application with the 16 conditions and the additional condition proposed by the applicant. He asked the Board to provide explanation should the Board decline the application, so that he may be able to convey their reasoning to both staff and the public.

Commissioner Johnston closed the public hearing at 12:24 p.m.

Commissioner King moved approval to continue the public hearing for docket #C-03-22 at the point of Deliberations on January 15, 2026. The motion passed, Commissioners Johnston, Starrett and King voting aye.

2. Docket # P-10-25: An appeal of the Planning Director's approval of a request to partition an approximately 37-acre property into two (2) parcels of approximately 2.0 (Parcel #1) and 35-acres (Parcel #2). This partition application is possible due to a "Measure 49" Final Order and Home Site Authorization, E122333, approved by the Oregon Department of Land Conservation and Development. This request involves a transfer of the development rights granted by Measure 49 Final Order E122333 from Tax Lot 3210-02400 to the subject Lot, 2323-02000 to facilitate the clustering of Measure 49 dwellings.

Commissioner Johnston stated this public hearing would be rescheduled to February 5, 2026.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT:

<https://www.yamhillcounty.gov/1190/Public-Hearing-Notices>

L. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county's website, <https://www.yamhillcounty.gov/765/Boards-and-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@yamhillcounty.gov

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county's website: <https://www.yamhillcounty.gov/AgendaCenter>

Following Commissioner announcements, the meeting adjourned at 12:37 p.m.

Cale George
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

KIT JOHNSTON



Commissioner

MARY STARRETT



Commissioner

DAVID "BUBBA" KING