

INFORMAL WORK SESSION MINUTES

November 27, 2018 1:30 p.m.

BOC Conf. Room, 434 NE Evans St.

Present: Commissioners Mary Starrett, Richard L. "Rick" Olson and Stan Primozich

Staff: Laura Tschabold, Ken Huffer, Justin Hogue, Christian Boenisch, Kate Lynch, Brad Berry, Tim Svenson, Silas Halloran-Steiner and Mikalie Frei.

Guests: Nicole Montesano, News Register; Dave Adams – KLYC Radio.

Commissioner Starrett called the meeting to order at 1:30 p.m.

A. 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 1:30 p.m.

1. Work Session – None.

B. DEPARTMENT UPDATES: None.

C. PRELIMINARY CONSENT AGENDA:

Consensus of the board to forward preliminary consent agenda items C1-C16 to the consent agenda for formal session on Thursday with the removal of item C2 which was moved to non-consent for consideration on Thursday.

Minutes

1.
 - a. August 28, 2018, Informal Session;
 - b. August 30, 2018, Formal Session;
 - c. September 6, 2018, Formal Session;
 - d. September 11, 2018, Informal Session;
 - e. September 20, 2018, Formal Session;
 - f. October 2, 2018, Informal Session;
 - g. October 9, 2018, Informal Session;
 - h. October 11, 2018, Formal Session and;
 - i. October 23, 2018, Informal Session.

Contracts/Grants

2. Approval of a change order to the agreement between Yamhill County and Integrity Builders (B.O. 17-365) for the Davis Street renovations in the amount of \$69,128. *[removed from Consent Agenda].*

Commissioner Olson raised concerns regarding incurring expenses related to renovating older county properties, which may not fit into the county's long-range property footprint. Mr. Huffer noted the Davis Street project was part of the 2018-19 budget. He also noted the courts need to expand space-wise, which the county property holdings may support. Commissioner

Starrett noted the benefit of county programs and offices staying in the downtown area which are conveniently located to serve the public and that the fiscal sensibility of not investing in a new facility may benefit the county, considering the anticipated economic downturn. Mr. Halloran-Steiner gave an overview of the change orders and noted that grant and federal funds have been used in many HHS projects and not county general funds. Commissioner Olson noted his concern of the county's continued rent/lease of high value property.

3. Approval of amendment #5 to the agreement between Yamhill County Health and Human Services and Oregon Family Support Network (B.O. 14-850), retroactive from November 15, 2018 through September 30, 2019.
4. Approval of the agreement between Yamhill County and Cambridge Medical Corporation for the recruitment of qualified Licensed Medical Professionals (LMP's), effective November 13, 2018.
5. Approval of an amendment to the master subscription agreement between Yamhill County and Relias Learning (B.O. 17-288) to add fifty additional users in the amount of \$5,455.65.
6. Approval of amendment #10 to the agreement between Yamhill County and the Oregon Health Authority #154134 (B.O. 17-255) for \$16,912, retroactive July 1, 2018 through June 30, 2019.
7. Approval of amendment #5 to the agreement between Yamhill County and the Department of Human Services #148087-5 (B.O. 15-297) for the financing of our Community Developmental Disabilities Program, effective December 1, 2018.
8. Approval to authorize Silas Halloran-Steiner on behalf of Yamhill County Public Health to submit an application for Domestic Well Safety Program grant funds from the State of Oregon.
9. Approval of the agreement between Yamhill County Health and Human Services and Parker & Griffith, PC for establishing legal guardianships, not to exceed \$15,000.
10. Approval of application #18-259 requesting funding from the Oregon Military Department (OMD)-Oregon Emergency Management (OEM) Homeland Security grant program (B.O. 18-12), retroactive October 1, 2018 through September 30, 2019 in the amount of \$100,000 for the Yamhill County Sheriff's Office purchase and deployment of mobile and portable radios.
11. Approval to submit a no-match grant application to the Firehouse Subs Public Safety Foundation in the amount of \$24,500 for the replacement of expiring bulletproof vests for patrol and corrections deputies. The application deadline is November 29, 2018.
12. Approval of application #01-2018 requesting funding from the Karpel Foundation grant program in the amount of \$10,500, retroactive November 1, 2018 through March 30, 2019 for the purpose of developing a media tool kit for the District Attorney's Office.

13. Approval of an agreement between the Yamhill County Sheriff's Office and the City of Amity for police services, effective December 1, 2018 through June 30, 2020 in the amount of \$136,717.21.

Land Use

14. Approval of two deeds, from Yamhill County, to Yamhill County, required for a lot line adjustment for the 615 NE Davis Street property.

Mr. Boenisch clarified the correction of the property address to 621 NE Davis Street which will be corrected for formal session on Thursday.

Authority

15. Approval of increasing position authority in the Sheriff's Office budget (10-43) for Deputy Sheriff by 2.0 FTE.

Fees

16. Approval of the addition of a \$30 fee for attorney key card renewals to the Sheriff's Office Fee Schedule, effective January 1, 2019.

D. NON-CONSENT AGENDA ITEMS OTHER TOPICS FOR DISCUSSION: (Add to consent agenda or leave off):

1. Commissioner Starrett noted that the county has not received a Memorandum of Understanding (MOU) from Ken Wright with regard to the maintenance in perpetuity of a three mile section on the Yamhelas Westsider Trail from Carlton to Yamhill. A nationwide estimate cost study of maintenance on existing "rails to trails" projects is between \$1,200 to \$1,500 per mile/per year. Commissioner Primozich stated he will follow up with Mr. Wright.

2. Commissioner Starrett asked for a review of the Board's met goals for 2018. Each commissioner highlighted their accomplishments and ongoing projects. Commissioner Olson noted his progress of understanding county finance and investment and overseeing the process of updating the Assessor's taxation process. Commissioner Primozich noted establishment of an alliance with SEDCOR for economic development, his ongoing support of Newberg/Dundee Bypass funding and the Yamhelas-Westsider Trail progress, in addition to his work on behalf of county veterans. Commissioner Starrett noted the establishment a process to oversee the foster care program within the Department of Human Services. She also noted her continued work on the emergency alert system and work with the housing authority regarding foreclosed properties. (See Addendum).

3. BNRG Renewables was discussed regarding consideration of annual lump sum payments in the amount of \$7,000 over 20 years, in lieu of property taxes on existing solar panel sites in Yamhill County. The legislature allows the county to decide on the preference of payment. A work session will be scheduled on December 11, 2018 to discuss how this may benefit Yamhill County and for BNRG Renewables representatives to address the Board regarding tax payment options. Ms. Tschabold suggested it be addressed before the end of 2018 for it to take effect in the next tax year.

E. EXECUTIVE SESSION: None.

F. COMMISSIONER UPDATES/ANNOUNCEMENTS:

Following commissioner updates the meeting adjourned at 2:22 p.m.

Carolina Rook
Secretary

Accepted by Yamhill County
Board of Commissioners on
1/17/19 by Board Order
19-11

ADDENDUM - COMMISSIONER GOALS AND OBJECTIVES FOR 2018

January 16, 2018 1:30 p.m.

BOC Conf. Room, 434 NE Evans St.

Present: Commissioners Mary Starrett, Richard L. "Rick" Olson and Stan Primozich.

Staff: Laura Tschabold, Ken Huffer and Christian Boenisch.

Guests: Nicole Montesano, News Register.

Commissioner Starrett called the meeting to order at 1:30 p.m.

COMMISSIONER UPDATES/ANNOUNCEMENTS:

Commissioner Starrett opened the Commissioner Update segment of the meeting to the Board to discuss each commissioner's priority goals and objectives for 2018.

Commissioner Primozich discussed the construction project of the new Public Works building and stated that much of the old timber from the old building will be salvaged and reused in the new structure. He noted the continued work between Public Works, the Native Plant Society and the Soil & Water Conservation District regarding identifying invasive roadside vegetation and working on solutions for control as well as roadside erosion prevention. He would like to see the implementation of programs which include the input of farmers to develop useful practices which preserve vegetation and protect roadside ditches. Commissioner Primozich continues work with SEDCOR to finalize a contract which will focus primarily on the job creation in the manufacturing sector. He stated the promotion and the expansion of the fairgrounds will continue to strengthen its economic development. Commissioner Primozich noted continued efforts to find additional funding for Phase II for the Dundee bypass. He stated that he is working with state legislation lobbyists to keep funding flowing into the bypass project to ensure its completion. Commissioner Primozich also stated he plans to pursue an interest by Washington County commissioners to purchase a 5 mile section from the Gaston boarder to Hagg Lake for the purpose of connecting the Yamhelas Westsider Trail to the Wapato Reserve.

Commissioner Olson outlined his goals to include a countywide goal setting session which would include the Board and staff collaborating on policymaking to alleviate the Board from the daily handling of departmental oversight which would allow the Board to focus more on liaison roles. He would also like to discuss the recruitment of a new county administrator with review of the current administrator contract. Commissioner Olson also stated he would like to have a facility space needs analysis and long range capital improvement plan regarding the number of county owned and leased properties and to identify purposing of those properties. Commissioner Olson would like to see several studies implemented such as a compensation study, a long range IT study and a complete Hire to Retire (HTR) study. He suggested a review of public meetings and an ethics workshop through CIS. Lastly, Commissioner Olson would like

the Board and staff to develop a policy outlining an ending fund balancing policy regarding a short term spending reserve for unforeseen or emergency spending.

Commissioner Starrett stated her goals include working with the McMinnville homelessness task force committee, addressing youth homelessness in McMinnville and the task force's efforts to obtain a site and funding for a youth outreach center. The center would provide a drop-in location for youth as a means to encourage them to stay in the local area instead of moving towards Portland or elsewhere. She also noted other goals include continued efforts towards the advocacy of foster children and foster parents, as well as addressing the concerns and procedures regarding psychiatric holds.

Commissioner Starrett suggested reinstating Town Hall meetings with each city within the county. This process has proven beneficial in the past. The Commissioners all agreed that this is something to pursue in 2018. Commissioner Primozich suggested sending out a more specific list of topics of what the Commissioners would like to discuss at these meetings to each city prior to scheduling a date and time.

Following commissioner updates the meeting adjourned at 2:50 p.m.

Carolina Rook
Secretary