

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 May 23, 2024, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Kit Johnston, and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Justin Hogue, Deputy County Administrator; Christian Boenisch, County Counsel; and Bailey Barnhart, BOC Staff. Nohely Barajas-Montalvo participated via Zoom.

Guests: Josh Cabot; George Hager; Josh Olson; and Beth Keyser. Craig Markham, Nicole; and NIXM 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. 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@yamhillcounty.gov.

A. CALL TO ORDER: Commissioner Berschauer called the meeting to order at 10:01 a.m.

B. FLAG SALUTE

C. 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 May 27 – June 2, 2024. 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.

There were no public comments received.

E. DEPARTMENT UPDATES: None.

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 –

a. Review/discussion of facility planning with SERA Architects.

The Board and staff met with SERA Architects' representatives to continue reviewing the county's square footage needs and proposed updates to the space need recommendations, as well as discuss commercial property locations for possible department consolidations. George Hager and Josh Cabot of SERA Architects addressed proposed updates to the facility assessment based on the concept of smaller departmental adjacent group workspaces outside of the downtown area. Ken Huffer outlined proposed adjacencies to provide more efficient service delivery. Justin Hogue identified the current office space square footage and the proposed square footage analysis. Commissioner Johnston requested appraisals on county properties that are historically designated. Mr. Huffer stressed the urgency to the plan updates as courthouse workspace has been maximized prompting remodel considerations. He asked the Board if they would like to consider researching commercial property acquisitions for department consolidations. After discussion, the consensus of the Board was to schedule a follow up work session to discuss additional findings based on the updated facility use assessment. There was no action taken.

b. End of work session

G. CONSENT AGENDA: None.

H. OLD BUSINESS: None.

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

1. **B.O. 24-138** - Consideration of approval of an intent to award construction for the NE Ribbon Ridge Road Bridge Maintenance Bundle Project in the amount of \$343,183.95 to Legacy Contracting, Inc.

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

2. **B.O. 24-139** - Consideration of approval of amendment #1 to agreement #179281 between Yamhill County and the Oregon Health Authority (BO 23-114) for Medicaid Administrative Claiming increasing cost pool rates from \$20 to \$65 per member per quarter and updating exhibit language effective July 1, 2024. #HHS24048IGA

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

J. PUBLIC HEARINGS: None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT:

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

K. 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 10:45 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair LINDSAY BERSCHAUER



Commissioner KIT JOHNSTON



Commissioner MARY STARRETT

Accepted by Yamhill County
Board of Commissioners on
08/08/2024 by Board Order
24-238