

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 October 19, 2023, 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 Justin Hogue, Deputy County Administrator; Christian Boenisch, County Counsel; Jodi Gollehon, Assistant County Counsel II; Jason Foose, County Surveyor; and Nicole Necas, BOC Staff. Ken Friday, Planning Director, participated via Zoom.

Guests: Bubba; Greg & Debbie Poupard. Lee Schrepel; Tori; Kevin Flood; Nicole; and Rev. Be Friend 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@co.yamhill.or.us.

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 commissioners’ joint schedule (if needed).

The Commissioners reviewed the joint schedule for the week of October 23 – October 29, 2023. 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.

- Kevin Flood gave public comment regarding his employment with Yamhill County and subsequent dismissal.

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 – None.

G. CONSENT AGENDA: None.

H. OLD BUSINESS:

1. **B.O. 23-386** - Consideration of approval in the matter of restating the approval and conditions to place two gates along High Heaven Road. Effective October 19, 2023.
[Continued from October 12, 2023.]

The Board and staff discussed updated language to a proposed Board Order determining that closure would occur upon the declaration of wildfire season through the end (approximately June – October) and gate key distribution. Gate closure would not restrict foot/bike or horse traffic. After discussion, Commissioner Berschauer moved approval of item H1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

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

1. **B.O. 23-387** - Consideration of approval of a 5-year renewal lease agreement between Yamhill County and BBG Investments, LLC. (B.O. 18-342) updating annual rent increase terms for property located at 422 NE 5th Street, McMinnville, OR retroactive to October 1, 2023, through September 31, 2028. Oracle reference # HHS24016GS

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

2. Consideration of approval of a Board Order in the matter of amending the Yamhill County Policy 208, Tax Foreclosed Property Management and Disposition Policy.

Jodi Gollehon reviewed the policy amendment which addresses the process for former property owners to request surplus proceeds for any tax foreclosures that Yamhill County sells/auctions.

The meeting was recessed at 10:41 a.m. due to technical difficulties and reconvened at 10:54 a.m.

After discussion, the consensus of the Board was to direct staff to amend the document as discussed and continue to October 26, 2023 for consideration. There was no action taken.

3. First reading of an ordinance in the matter of adopting the Yamhill County Code and Setting the Effective Date.

Hearing no objection, Jodi Gollehon entered the first reading into the record. The second reading and consideration of adoption is scheduled for November 2, 2023. There was no action taken.

4. **B.O. 23-388** - Consideration of approval to authorize Lindsey Manfrin or designee to apply for the Veteran Services Grant from the Oregon Department of Veterans' Affairs in the amount of \$43,900.

Commissioner Starrett moved approval of item I4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 23-389** - Consideration of approval of an agreement between Yamhill County Health and Human Services and the Oregon Crisis Management, LLC for Behavioral Health Crisis/Consultation Services in the not to exceed amount of \$219,700.60 retroactive to October 1, 2023, through December 31, 2024. Oracle reference #HHS24014GS

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

6. **B.O. 23-390** - Consideration of approval of the reappointment of Alan Halstead to the Planning Commission for a four-year term to expire on July 1, 2027.

Commissioner Berschauer moved approval of the reappointment of Alan Halstead. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

a. **B.O. 23-391** – Consideration of approval to refer the matter of the reappointment of Brett Veatch back to the Planning Commission.

Commissioner Berschauer moved to appoint Lee Schrepel to Mr. Veatch's seat. Commissioner Johnston recommended returning Mr. Veatch's application to the Planning Commission for consideration of reappointment to avoid running afoul of committee bylaws. Commissioner Berschauer stated it would have no bearing on her decision regarding Mr. Veatch's reappointment due to a history of absences. After discussion, Commissioner Berschauer rescinded her previous motion and moved approval to refer the matter of the reappointment of Brett Veatch back to the Planning Commission. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

7. **B.O. 23-392** - Consideration of approval of the appointment of Steven Belt to the Planning Commission for a four-year term to expire on July 1, 2027.

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

8. **B.O. 23-393** - Consideration of approval of a Contract Employment Agreement between Yamhill County Department of Planning and Development and Michael Kemper for Code Enforcement Services not to exceed 24 hours per week at a rate of \$48.00 per hour, effective November 1, 2023, through July 1, 2024.

Commissioner Berschauer moved approval of item I8. 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.co.yamhill.or.us/content/public-hearing-notice>

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

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 11:59 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT