

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 28, 2024, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Lindsay Berschauer and Mary Starrett being present. Commissioner Kit Johnston participated via Zoom.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Nohely Barajas-Montalvo, Legal Assistant; Mark Lago, Planning Director; Travis Pease, Parks Manager; and Ashley Watkins, Solid Waste Coordinator.

Guests: Mike Morris; Jason Brown; Jason Wille; Greg & Debra Poupard; and Richard Mason. Lee Schrepel and Steve 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](mailto: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 commissioner’s joint schedule (if needed).

The Commissioners reviewed the joint schedule for the week of April 1 – April 7, 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 County Communication Strategy & PIO Discussion.  
Commissioner Berschauer addressed need for a position to monitor outward communications, social media messaging, and responding to public inquiries. She also suggested that a public information officer would assist with budget and State of Union messaging. Ken Huffer noted that individual departments maintain their own social media messaging and added that the new website format has much potential, and a dedicated staff member would be useful in overseeing website and social media updates for the County Administration and BOC offices if that was the direction the Board would like to move towards. Mr. Huffer noted that the position will be further addressed during budget discussions beginning in April. There was no action taken.

b. End of work session

**G. CONSENT AGENDA:**

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

Minutes

1. a. **B.O. 24-81** - December 7, 2023; Formal/Informal Session;
- b. **B.O. 24-82** - December 14, 2023; Formal/Informal Session;
- c. **B.O. 24-83** - December 21, 2023; Formal/Informal Session;
- d. **B.O. 24-84** - January 4, 2024; Formal/Informal Session;
- e. **B.O. 24-85** - January 11, 2024; Formal/Informal Session;
- f. **B.O. 24-86** - January 18, 2024; Formal/Informal Session; and
- g. **B.O. 24-87** - January 25, 2024; Formal/Informal Session.

Committees

2. **B.O. 24-88** - Approval to reappoint Marcia Mikesh to the Solid Waste Advisory Committee (SWAC) for a three-year term to expire on March 28, 2027.

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**H. OLD BUSINESS:**

1. **B.O. 24-89** - Consideration of approval in the matter of an application for an Outdoor Mass Gathering Permit by the Newberg Boat Club in joint sponsorship with the Columbia Outboard Racing Association (“Applicant”); approving a special permit for use of Rogers Landing Park for the 2024 Memorial Weekend Boat Races; authorizing exclusive use of Rogers Landing Park by the applicant from 5:00 p.m. Friday, May 24 through 11:59 p.m. Sunday, May 26; authorizing access to Rogers Landing Park on May 18 and May 19 for pre-race clean-up work party. *[Tentatively approved on March 21, 2024].*

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. 24-90** - Consideration to authorize Public Works to purchase a 2024 12-yard Freightliner Dump Truck from Premier Truck Group of Portland under the state government contract in the amount of \$206,835.

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

2. Consideration to authorize the Public Works Director to enter professional service contract negotiations with DesignWorkshop for a Parks Master Plan.

Commissioner Johnston said that out of the three proposals, the selected plan reflected existing park lands and would allow revision of the scope of work and cost. Jodi Gollehon clarified that costs have not been discussed with the preferred vendor and therefore cannot issue a notice of intent. It was further clarified that the agenda request came forward resulting from a selection by the Parks Board based on scoring. After discussion, staff was instructed to move forward with getting cost proposals. There was no action taken.

3. **B.O. 24-91** - Consideration of approval of All-Terrain Vehicle (ATV) Grant Agreement 24-07 between Yamhill County and the Oregon Parks and Recreation Department in the amount of \$40,092.50 retroactive March 15, 2024, through June 30, 2025. #SO24011GA.

It was clarified that a quarter of the amount would be applied towards a vehicle purchase with the remainder going towards personnel and maintenance. Commissioner Berschauer moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-92** - Consideration of approval of Amendment #4 to Agreement #16-519 between Yamhill County and Project Able (B.O. 16-519) extending term agreements for technical assistance on peer-delivered services in the amount of \$363,603 retroactive to July 1, 2023, through June 30, 2025. #HHS24040GS.

Commissioner Starrett stated the Project Able provides training and technical assistance in a tri-county area for peers to deliver services to community members with behavioral health issues. Commissioner Starrett moved approval of item I4. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 24-93** - Consideration of approval of Agreement #44300-00026179 between Yamhill County and the Oregon Health Authority for Parent-Child Interaction Therapy (PCIT) in the amount of \$99,000.37 retroactive to January 1, 2024, through June 30, 2025. #HHS24034IGA.

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

6. **B.O. 24-94** - Consideration of approval of the 2023-25 VOCA/CFA Non-Competitive Grant Agreement between Yamhill County District Attorney's Office and the Department of Justice to support the District Attorney Crime Victim Services Office, total grant amount of \$369,232 retroactive to October 1, 2023, through September 30, 2025.

Commissioner Berschauer moved approval of item I6. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

7. **B.O. 24-95** - Consideration to submit a letter of support to the City of Lafayette regarding Public input on PGE rate increases.

Commissioner Berschauer presented the add-on letter of support in response proposed PGE rate increases. The letter will be sent to the Mayor and City Manager for the City of Lafayette who will be meeting with PGE to discuss rate increase impacts.

Hearing no objections, Commissioner Berschauer read the letter into the record. After discussion, Commissioner Berschauer moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

## **J. PUBLIC HEARINGS:**

1. A proposal for solid waste collection franchise renewal by Waste Management.

a. **B.O. 24-96** - Consideration of approval of a Solid Waste Collection Franchise Amendment between Yamhill County and Waste Management of Oregon, Inc. extending the agreement through January 2034.

Commissioner Berschauer opened the public hearing at 10:58 a.m.

- Ashley Watkins stated Waste Management last came before the Board in 2014. Agreement language was amended and recommended by the Solid Waste Advisory Committee. Jodi Gollehon outlined the emergency language incorporated into the amended language to match the solid waste ordinance regarding emergencies and debris clean up, giving the example of the 2020 fires. There was no public testimony received. The public hearing was closed at 11:03 a.m. Commissioner Starrett moved approval of item J1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

2. A proposal for solid waste transfer station franchise renewal by Waste Management.

a. **B.O. 24-97** - Consideration of approval of a Solid Waste Disposal Franchise Amendment between Yamhill County and Waste Management of Oregon, Inc. extending the agreement through January 2034.

Commissioner Berschauer opened the public hearing at 11:04 a.m.

It was clarified that similar agreement language was amended as noted in item J1. There was no public testimony received. The public hearing was closed at 11:04 a.m. Commissioner Starrett moved approval of item J2. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT: <https://www.co.yamhill.or.us/content/public-hearing-notices>

**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](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 11:09 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair LINDSAY BERSCHAUER

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Commissioner KIT JOHNSTON

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Commissioner MARY STARRETT