

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 April 18, 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 Justin Hogue, Deputy County Administrator; Christian Boenisch, County Counsel; Jodi Gollehon, Assistant County Counsel II; Nohely Barajas-Montalvo, Legal Assistant; Mark Lago, Public Works Director; Travis Pease, Parks Manager; Brad Berry, District Attorney; Kate Lynch, Chief Deputy District Attorney; Cecilia Martinez, D.A.’s Office Administrator; Sarah Grabner, Crime Victims Services; and Nacho, K-9 Support. Greg Haffner, County Engineer, participated via Zoom.

Guests: Debra Bridges; Mike Morris; Bubba Smith; Cassandra Ulven; Brian Smith; John Olson; Richard Mason; and Russell Mark. Nicole; Angie Smith; Craig Markham; and Lee Schrepel 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 10:02 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 22 – April 28, 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. PRESENTATION:

1. Juliette’s House – Russell Mark.

Russell Mark provided an overview of prevention and intervention education programs that provide community awareness on the issue of child abuse. He acknowledged community supporters and planned events to mark the awareness month.

a. **B.O. 24-111** - Consideration of approval in the matter of Resolution 24-04-18-1 recognizing April 2024 as Child Abuse Prevention and Awareness Month.

Hearing no objection, Commissioner Berschauer read Resolution 24-04-18-1 into the record. Commissioner Johnston moved approval of item E1a. The motion passed, Commissioners Berschauer, Johnston and Starrett voting aye.

2. Tualatin Valley Fire & Rescue (TVF&R) – Cassandra Ulven & Brian Smith.

Mr. Smith and Ms. Ulven presented an annual update to the Board and provided a presentation outlining service incidents, and service needs.

F. DEPARTMENT UPDATES:

a. Parks Department – Travis Pease & Mark Lago

Travis Pease stated Parks Advisory Board vacancies have been filled and the committee has worked on creating a parks promotion subcommittee focused on public outreach. Parks Board bylaws are being reviewed by the Parks Board for potential updates. Mr. Pease said he has worked with County Counsel to update the Parks Code that governs Parks operations which will be reviewed by the Parks Advisory Board before it is presented to the Board of Commissioners for consideration of adoption.

Mark Lago presented improvement updates regarding Charles Metzger Park. He addressed the Parks Master Plan, noting the proposal scoring process is complete with the next phase being the negotiation of scope of work and costs which will be reviewed by the Parks Board for feedback. Mr. Lago estimated costs at \$157,190 which has been allocated with a project budget shortfall of approximately \$22,000 which he anticipated would not be necessary unless the Plan required project adjustments.

G. 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.

H. CONSENT AGENDA: None.

I. OLD BUSINESS:

1. **B.O. 24-112** - Consideration of approval of Ordinance 934 in the matter of approving a Comprehensive Plan and a Zoning Map Amendment from Very Low Density Residential (VLDR-2.5) to Light/General Industrial (LI) for Tax Lot No. R5429 01200; Applicant: Green Power Electrical Contractors, Inc.; and Declaring an Emergency. *[Continued from March 28, 2024]*.

Hearing no objection, Jodi Gollehon read the Ordinance into the record twice by title only. Commissioner Starrett moved approval of item I1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

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

1. **B.O. 24-113** - Consideration of adopting Resolution 24-04-18-2 proclaiming April 21st – April 27th, 2024, as National Crime Victims’ Rights Week.

Brad Berry expressed his appreciation for the Board’s acknowledgement and continued support of this annual event. Hearing no objections, Commissioner Berschauer read Resolution 24-04-18-2 into the record. Commissioner Johnston moved approval of item J1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

2. **B.O. 24-114** - Consideration to authorize the Public Works Director to purchase a new chassis mounted sprayer from Norstar Industries in the amount of \$112,641.

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

3. **B.O. 24-115** - Consideration of approval of an Intent to Award to Sierra Sante Fe Corporation for the Yamhill County 2024 Chip Seal Project in the amount of \$917,770.

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

4. **B.O. 24-116** - Consideration of the submission of an application for the 2024-2025 Yamhill County Assessment Function Funding Assistance (CAFFA) Grant Application in the amount of \$3,384,859.

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

5. **B.O. 24-117** - Consideration of a letter for Zply Fiber in support of their application to the Oregon Broadband Capital Projects Fund.

Commissioner Starrett moved approval of item J5. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

K. PUBLIC HEARINGS: None.

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 11:13 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT