

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 June 6, 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; Christian Boenisch, County Counsel; Sheriff Sam Elliott; Gioia Goodrum, Economic Development; Brad Berry, District Attorney; Kate Lynch, Chief Deputy District Attorney; Derrick Wharff, Assessor; Mark Lago, Public Works Director; and Carolina Rook, BOC Staff.

Guests: Michal Wert, Adam Zabinski, John Olson, Kate Stokes, Jeri Turgesen, Mike Morris, Rebecca Wallis. Nicole Montesano, James Dingwall, Lee Schrepel, Katie McFall, 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](mailto:bocinfo@yamhillcounty.gov).*

***Notice: The Board of Commissioners will hold an Executive Session at 9:00 a.m. prior to combined session pursuant to ORS 192.660(2)(d), executive session to conduct deliberations with persons designated carry on labor negotiations & ORS 192.660(2)(e), executive session to deliberate with persons designated to negotiate real property transactions. The BOC combined session meeting will begin at 10:00 a.m. or shortly thereafter.***

- A. **CALL TO ORDER:** Commissioner Berschauer called the meeting to order at 10:03 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 June 10 – June 16, 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.

Public comment was received via email regarding PCR wastewater surveillance.

Public comment was received in person from Community Wellness Collective regarding a need for additional financial support.

**E. DEPARTMENT UPDATES:**

a. District Attorney’s Office – Brad Berry

Brad Berry familiarized the Board with House Bill 4002 which required a July 1<sup>st</sup>, 2024, application for grant funding of about \$475,000 to fund three full time employees to fulfill the needs of the bill including a coordinator, statistics position, and deputy district attorney. HB4002 recriminalized possession of controlled substances. Mr. Berry proposed a system to handle drug related encounters from the Sheriff’s Office that would result in the DA’s office not filing charges if the individual was willing to pursue treatment. After discussion, the consensus of the Board was to advise the District Attorney to submit the grant application as discussed. There was no action taken.

b. Public Works – Mark Lago

Mark Lago began by stating that road prep would be completed in June 2024. In July the department would begin working with Portland Western Railway to install track slabs on Ribbon Ridge Road, and replacing Pike Road Bridge was scheduled to be complete in September 2024. He expected to work with Marion County to complete road striping after the project was complete. The Public Works department would also have two lawn mowers to maintain any county property during summer, and would grade any county roads that had washboards, but the department didn’t do much of that during summer due to fire danger. Mr. Lago stated that the department was busy for the summer of 2024.

c. Road Improvement Advisory Committee Annual Report – Adam Zabinski

Adam Zabinski stated that they had a continued relationship with George Fox University to review any problematic intersections. Mr. Zabinski also stated that they received reports of accidents from the Sheriff’s department and worked closely with the Public Works department. Michal Wert stated that the county roadsides were reviewed every two years to determine erosion and invasive plants using the assistance of summer interns. Ms. Wert stated that two additional individuals were hired by Public Works that had benefited the committee. The committee had adopted a protocol to protect Kincade’s lupin and rare butterflies. They intended to work with Oregon Department of Fish and Wildlife to adopt additional protocols for similar purposes going forward. They had identified several county roads as having severe erosion and planned to take action to repair them.

**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.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 24-149** - Consideration of adopting a resolution supporting the City of Newberg's application for the Newberg Enterprise Zone and consenting to the redesignation of the Newberg Enterprise Zone.

Derrick Wharff stated that the redesignation of the Enterprise Zone had not changed the Assessor's role in the program. Mr. Wharff clarified that the COVID pandemic reduced the program's success but the interest of property owners in the program remained consistent. It was expected to last for three years but could last up to five years.

After discussion, Commissioner Starrett moved to approve item I1. The motion passed unanimously, Commissioners Berschauer, Johnston and Starrett voting aye.

2. **B.O. 24-150** - Consideration of approval of Amendment #1 to an agreement between Yamhill County and Washington County (B.O. 23-371) updating the contract period, extending through June 30, 2025, and increasing the daily bed rental rate from \$98 to \$125 per bed effective July 1, 2024. #SO24013IGA

Commissioner Berschauer moved to approve item I2. The motion passed unanimously, Commissioners Berschauer, Johnston and Starrett voting aye.

3. **B.O. 24-151** - Consideration to authorize Sheriff Sam Elliott or designee on behalf of Yamhill County Sheriff's Office, Emergency Management Unit, to apply for Emergency Management Performance Grant (EMPG) funding from Oregon Department of Emergency Management the in the amount of \$83,198. #SO24014GA

Commissioner Johnston moved to approve item I3. The motion passed unanimously, Commissioners Berschauer, Johnston and Starrett voting aye.

4. **B.O. 24-152** - Consideration to approve amendment #3 to agreement #026028 (BO 24-29) between Yamhill County Health and Human Services and the Oregon Health Authority adding funding in the amount of \$33,304, increasing the total amount from \$233,928.72 to \$267,232.72 retroactive to January 1, 2024, through June 30, 2024.

Commissioner Starrett moved to approve item I4. The motion passed unanimously, Commissioners Berschauer, Johnston and Starrett voting aye.

5. **B.O. 24-153** - Consideration of approval of a board order in the matter of appointing Darren Harr, of TerraCalc Land Surveying, Inc., as Interim County Surveyor and approving a contract for surveying services.

a. Consideration to authorize the County Administrator to sign a professional services contract between Yamhill County Planning Department and TerraCalc Land Surveying Inc., for Interim County Surveyor services at the rate of \$150 per hour not to exceed \$50,000 retroactive May 29, 2024, through December 31, 2024, unless terminated or extended subject to final review and approval by County Counsel.

Commissioner Johnston moved to approve item I5. The motion passed unanimously, Commissioners Berschauer, Johnston and Starrett voting aye.

6. **B.O. 24-154** - Consideration of approval to increase position management authority to include 1.0 Full-Time Equivalent (FT) of 40608 Registered Nurse 3, effective for the 2023-2024 fiscal year.

Commissioner Starrett stated that this could save the County up to approximately \$95,000 per year by not contracting an individual to fill the position. Historically, contract employees in the medical field were more expensive than hiring an individual. This position was accounted for in Health and Human Services budget for fiscal year 2024-25.

After discussion, Commissioner Starrett moved to approve item I6. The motion passed unanimously, 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](mailto: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 11:30a.m.

Bailey Barnhart  
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