



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 July 25, 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 Kit Johnston, and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Gary Wertz, Fair Director; Sam Elliott, Sherriff; Gioia Goodrum, Economic Development; and Carolina Rook, BOC Staff. Christian Boenisch, County Counsel; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: David “Bubba” King, Mike Morris, Richard Mason, Grace Adams, John Olson. Beth K 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 10:00 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 July 29– August 4, 2024. No other county business was discussed.

D. PUBLIC COMMENT: This time 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 UPDATE:

a. Fairgrounds – Gary Wertz

Gary Wertz addressed the Board and announced that the Yamhill County Fair & Rodeo was six days away. He provided a list of entertainment that would be provided and stated that tickets for three out of four nights of the Fair were sold out. He stated that the hotdog and pie eating contests would be reintroduced this year and a sponsor donated a grill for the award to the BBQ contest winner. Ticket sales were increasing steadily, and the department had already sold more carnival ride tickets than they had sold in previous years. Mr. Wertz stated that they had begun working with Comcast to broadcast a commercial from Washington County to Marion County starting in mid-July. A ribbon cutting ceremony was to be held at 10:00am on Wednesday July 31st for the first time since the 1960's.

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 – Economic Development Competitive Grant Program. *[Continued from July 18, 2024.]*

Gioia Goodrum began by explaining the information already being collected from grant applicants prior to selecting recipients. She stated that the Oregon statute outlining proper use of funds was broad and a report was required to be provided to the State outlining how the grant funds were being used. The County suspended awarding Economic Development Competitive Grant (EDCG) funds in 2019 and reinstated the program in 2024. The grant funds had been used for education opportunities, internships, childcare, tourism, small businesses, and community projects among many other uses. She did ask each EDCG committee member to disclose whether they had personal connections to any applicants to avoid any potential conflicts of interest.

Commissioner Berschauer stated that about 90% of the businesses who applied for the EDCG in 2024 had received funds in past years. Commissioner Berschauer clarified that she would like to use this grant to support more community-based programs. Commissioner Johnston stated that he would prefer to have a different rating structure to allow some businesses to not be scored low in case the applicants don't have as much experience filling out grant applications. Commissioner Starrett explained that she would prefer to focus the grants on certain types of businesses rather than all the broad uses recognized by Oregon statute, specifically businesses and non-profits that assist individuals to find employment. Commissioner Johnston suggested adding a stipulation that businesses that had received funds previously would be scored lower than those that had not received funds yet but to keep the program roughly the same. Commissioner Johnston also said he would like the EDCG review committee to continue and once the committee had compiled a list of recommended applicants, the Board should be the

final review and ultimately decide which applicants receive grant funding. Commissioner Starrett requested to increase outreach to local businesses. Ms. Goodrum explained that there were currently press releases to the newspaper, business associations and City managers to advertise the program and clarified that the recipients were being followed up with twice in the year following receipt of grant funds. Commissioner Berschauer expressed concern that most businesses might not know about the grant opportunity. She suggested a potential solution of increasing the department's budget in fiscal year 2025-26 for marketing.

Commissioner Johnston recommended granting Start-Up funds of \$25,000 to Pure Light Botanical and Motor Control Technology, LLC, Small Grant funds of \$10,000 to Excel Tech, Alchemist's Jam, Bad Dog Bakery, Heater Allen Brewin, and Alumbra Cellars, and lastly, Strategic Investment funds of \$25,000 to Miss Hannah's Gourmet Popcorn.

a. **B.O. 24-211** - Consideration of approval of the Economic Development Competitive Grant Program list of recipients.

Commissioner Johnston moved approval of item F1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

G. CONSENT AGENDA:

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

Committees

1. **B.O. 24-212** - Approval of the following changes to the Road Improvement Advisory Committee (RIAC) Members:

- a. Reappoint Adam Zabinski for a three-year term, expiring July 1 2027;
- b. Reappoint Michal Wert for a three-year term, expiring July 1 2027;
- c. Reappoint Tony Roos for a three-year term, expiring July 1 2027;
- d. Reappoint Bruce Hubbard for a three-year term, expiring July 1 2027;

H. OLD BUSINESS: None.

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

1. **B.O. 24-213** - Consideration of authorizing County Counsel, Christian Boenisch, to sign the final Participation Forms and related documents to include Yamhill County in the proposed national opioid settlement agreement between litigating parties and Kroger Co., settling and releasing all claims against the named party arising out of federal multi-district opioid litigation.

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

2. **B.O. 24-214** - Consideration of approval of an engagement agreement between Yamhill County and PRH Labor Law for outside legal services.

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

3. **B.O. 24-215** - Consideration of approval of an Intent to Award a construction contract to Hicks Striping and Curbing, LLC for the 2024 Highway Striping Services Project in the amount of \$359,610.35.

Commissioner Johnston moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-216** - Consideration of approval of an Intergovernmental Agreement between Yamhill County Sheriff's Office and McMinnville Water and Light (MW&L) to provide tower rental space for MW&L at an initial rate of \$1,133.16 per year subject to a 3% annual adjustment effective upon full execution through June 30, 2034. #SO25006IGA.

Sheriff Sam Elliott explained that the proposed contract would be to install two antennae at a sufficient elevation to broadcast. Oregon Department Of Transportation had conducted a study and confirmed that this setup would not impact the departments' ability to expand in the future if needed.

Commissioner Berschauer moved approval of item I4. 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 11:30 a.m.

Bailey Barnhart
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner KIT JOHNSTON

Commissioner MARY STARRETT