

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 May 8, 2025, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Kit Johnston, Mary Starrett, and David "Bubba" King being present.

Also present were Ken Huffer; County Administrator, Christian Boenisch; County Counsel, Bailey Barnhart; BOC Staff, Ken Friday; Planning Director, Alicia Lisle; Planning Office Manager, and Cynthia Thompson; Transit Manager, Nohely Barajas-Montalvo; Legal Assistant attended via Zoom.

Guests: Jason Fields, Mike Morris, Beau Biggs, Chris Watchie, Patricia Fink, and Scott Unger. Mary – iPhone, Rebecca Wallis, and Lee Schrepel attended 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 Johnston 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 May 12, 2025 - May 19, 2025. 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.

Commissioner Johnston acknowledged public comments received via email regarding Dog Control and the Transit Department.

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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 – Discussion of Transit Fare Policy – Cynthia Thompson.

Cynthia Thompson, and Patricia Fink and Chris Watchie of Cogito addressed the Board regarding the different options in how to proceed with updating the Transit Fare Policy. The meeting focus was to approve a new Transit Fare Structure for public review and set parameters around the public engagement process. Ms. Thompson’s overview outlined the five fare options recommended by the Transit Advisory Committee noting that in the Spring of 2020, the Transit Department moved to a fareless system due to Covid. Three years later in 2023, more discussion began revolving around maintaining the fareless system. Proposed options included an in-county ride, at \$2.00 for a one-way ride and a flat rate of a \$4.00 for an all-day pass, versus an out of county ride, at \$5.00 for a one-way trip and a flat rate of \$10.00 for an all-day pass. For general passes to ride the Transit system, the proposals included a draft of monthly passes for local residents at \$20.00/month, out of county residents at \$75.00/month, general Dial-A-Ride at \$125.00/month, and ADA Dial-A-Ride at \$75.00/month. There are also Partnership Pass options such as reducing a day ticket or annual pass for social services agencies, retirement communities, local businesses, high school/middle school/universities, and cities/tribes.

Commissioner Johnston asked for additional information from partnering Transit cities, like Newberg and McMinnville, even the smaller communities (Amity, Yamhill, Dayton, Willamina, Sheridan, etc.), to include more accurate ridership numbers, and city justification of their funding contributions before presenting new rider rates to the public. Commissioner Starrett added she was interested in a model that would reflect fairer city contributions based on their populations and ridership. Chris Watchie of Cogito outlined the public outreach process after the Board decides on a proposed fare plan. She suggested outlining a fee structure to the cities before any public outreach, which should only be utilized if necessary for Board decision making. The consensus of the Board was to direct Ms. Thompson to gather the additional information for further discussion.

G. CONSENT AGENDA: None

H. OLD BUSINESS: None.

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

1. B.O. 25-131 - Consideration of approval of Service Element Prior Authorization (SEPA) #123372194 under the agreement between Yamhill County Health and Human Services and the Department of Human Services for the financing of our Community Developmental Disabilities Program in the amount of \$98,757,950.00.

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

2. B.O. 25-132 - Consideration of approval of Service Element Prior Authorization (SEPA) #125282265 under the agreement between Yamhill County Health and Human Services and the

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Department of Human Services for the financing of our Community Developmental Disabilities in the amount of \$24.00.

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

3. **B.O. 25-133** - Consideration of approval of a revised fee and surcharge schedule for building, plumbing, mechanical, manufactured home, and electrical permits effective July 1, 2025.

Ken Friday stated that fees were not increased last year, and this fee schedule would include a 7.1% increase based on the Consumer Price Index (CPI) for the last two years. He added that the request included a 5% technology surcharge to pay for the current program equipment which will require future replacement. Mr. Friday noted a scrivener's error on Page 10, Table G that did not include the 7.1% increase. Commissioner Johnston moved approval of item I3. Christian Boenisch inquired if the Planning Department would come back to revise the existing board order with the updated rates. Commissioner Johnston restated his motion to approve item I3 as adjusted. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

4. **B.O. 25-134** - Consideration of approval of a revised fee schedule for the Surveyor's Office effective July 1, 2025.

Ken Friday stated that B.O. 07-317 language established that fees be adjusted according to the CPI, which had not been followed by Surveyors since 2007, therefore keeping fees static. Christian Boenisch inquired if the Planning Department would come back to revise the existing board order with the updated rates. Commissioner Johnston moved approval of item I4. The motion passed, Commissioners Johnston, Starrett, and King voting aye.

5. **B.O. 25-135** - Consideration of approval of a Personal Services Agreement between Yamhill County and Beery Elsner Hammond, LLP for outside legal services, retroactive to May 1, 2025. Oracle #CA25008GS.

Christian Boenisch requested that the agreement be approved retroactive to May 1, 2025. Commissioner Johnston moved approval of item I5 as amended motion passed, Commissioners Johnston, Starrett, and King 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:

a. 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).

b. 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

c. Electronic versions of all meeting agendas and meeting information packets can be found

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at the county's website: <https://www.yamhillcounty.gov/AgendaCenter>

Following Commissioner announcements, the meeting adjourned at 11:33 a.m.

Jessica Andre
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

KIT JOHNSTON



Commissioner

MARY STARRETT

Not Available for Signature

Commissioner

DAVID "BUBBA" KING

Approved by the Yamhill County Board of
Commissioners on 06/12/2025
via Board Order 25-157