

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 formal session on December 16, 2004 at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Kathy George, Mary P. Stern, and Leslie Lewis being present.

Also present were Rick Sanai, Assistant County Counsel; John Krawczyk, Director of Administrative Services; Steve Mikami, Personnel Officer; Paul May, Lieutenant; Cindy Hamilton and Doug Hunter, Juvenile Department; Martin Chroust-Masin, Associate Planner; Murray Paolo, IS Director; Barbara Stanley, Commissioners’ Office; Betty Wodarczak, 22007 NW Ripplewood Drive, McMinnville; Shirley Nelson, 675 Conrad Court, McMinnville; William Bail, 1245 Birch Street, McMinnville; Micki Aebischer, 401 S. Everest Road, Newberg; Robert Rhoads, 3064 NE Buel Drive, McMinnville; Major Dennis Trimmer, 2067 SW Oleanders Street, McMinnville; Representative Donna Nelson, 2150 St. Andrews, McMinnville; and Anna Allen, McMinnville.

Commissioner George called the meeting to order.

**YEARS OF SERVICE AWARDS:**

- 30 years - Doug Hunter, Juvenile Department and presentation to the Sheriff’s Office
- 25 years - Lt. Paul May, Sheriff’s Office and presentation to the Masonic Cemetery Trust Fund
- 25 years - Cindy Hamilton, Juvenile Department
- 25 years - Mike Brandt, Planning Director/Major Trimmer, presentation to the Salvation Army
- 25 years - Martin Chroust-Masin, Planning Department
- 10 years - Murray Paolo, IS/GIS Director
- 10 years - Barbara Stanley, Commissioners’ Office

- A. **PUBLIC COMMENT:** This fifteen-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other topic scheduled for public hearing. None offered.
- B. **CONSENT AGENDA:** Ms. Lewis moved approval of the consent agenda. The motion passed, Commissioners George, Stern, and Lewis voting aye.

Minutes

- 1. Approve the following formal session minutes:
  - a. **B. O. 04-866** - April 1, 2004;
  - b. **B. O. 04-867** - April 15, 2004;
  - c. **B. O. 04-868** - September 9, 2004;
  - d. **B. O. 04-869** - September 23, 2004;
  - e. **B. O. 04-870** - September 30, 2004;
  - f. **B. O. 04-871** - November 9, 2004.

Personnel

2. **B. O. 04-872** - Extend the temporary part-time employment of Rebecca Heuser in Chemical Dependency to June 30, 2005, subject to the availability of grant funds.
3. **B. O. 04-873** - Approve the change of status of Paula Rogers to On-Call Relief in the Juvenile Department, retroactive to December 9, 2004.

Contracts

4. **B. O. 04-874** - Approve a contract employee agreement between the Assessor's Office and Ruthella Hughes for consulting services, \$30/hour, effective January 1, 2005 until December 31, 2005.
5. **B. O. 04-875** - Approve an agreement between the Commission on Children and Families and Carlton Together Cares for Youth Investment services in the communities of Yamhill and Carlton, \$14,000, retroactive to July 1, 2004.
6. **B. O. 04-876** - Approve a new Flexible Benefits Plan to be administered by Allegiance Benefit Plan Management, Inc., including Administrative Services Agreement and Plan Document, retroactive to September 1, 2004.

Grants

7. **B. O. 04-877** - Authorize Tim Loewen to apply for a Federal Formula Block Grant from the Oregon Criminal Justice Commission for the Functional Family Therapy program, \$50,000.
8. **B. O. 04-878** - Authorize Developmental Disabilities to apply for a capacity-building grant from Seniors and Persons with Disabilities (SPD) for family support, \$10,000.

Committees

9. **B. O. 04-879** - Approve the following changes to the Ambulance Service Area Committee:
  - a. Accept the resignation of Kathy Barr;
  - b. Reappoint Julia Florea, Dave Meier, and Robert Moore for two-year terms to expire December 31, 2006.
10. **B. O. 04-880** - Approve the appointment of Allen Stevens to the Parks Board for a four-year term to expire January 1, 2009.

Fee Waiver

11. **B. O. 04-881** - Approve a request from Dennis Peterson for waiver of zone change and forest template application fees, as recommended by the Planning Director, \$1580.

**C. OLD BUSINESS:**

1. Consideration of adoption of findings in support of Planning Docket PAZ-02-04, comprehensive plan amendment, zone change, and related land use applications for a sand and gravel operation on Grand Island, including the placement of the site on the Goal 5 inventory list, as tentatively approved December 2, 2004. *[Continued to December 21, 2004 at 10:00 a.m.]*

Ms. Lewis moved to continue the item to December 21, 2004 at 10:00 a.m. The motion passed, Commissioners George, Stern, and Lewis voting aye.

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

2. **B. O. 04-882** - Consideration of signing a letter from the Board to Sean Loughran in support of efforts of the Confederated Tribes of Grand Ronde to re-establish the historic Indian trail connecting Grand Ronde and the Oregon Coast.

Ms. Stern provided background information regarding the project. She moved approval of signing the letter. The motion passed, Commissioners George, Stern, and Lewis voting aye.

The meeting recessed at 10:21 a.m. and reconvened at 10:26 a.m. in Room 108.

3. Consideration of a salary adjustment for County Counsel. *[To be finalized December 21, 2004 at 10:00 a.m.]*

John K reviewed a handout comparing Yamhill, Benton, Columbia, Josephine, Linn, Marion, and Polk Counties with regards to the role each County Counsel plays in collective bargaining.

The meeting recessed to executive session pursuant to ORS 192.660(1)(i) for the purpose of discussing the performance evaluation of public officers or employees. The meeting reconvened at 11:53 a.m. with no decisions made.

Following some discussion, Ms. Stern moved to offer John Gray a 2% cost of living salary increase, with an additional \$80/month contribution to deferred compensation. The motion passed, Commissioners George, Stern, and Lewis voting aye. Ms. George stated that she would collect written comments from the other commissioners and present the completed performance appraisal along with the compensation offer to Mr. Gray before next Tuesday.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

- 1. The following positions are open to the public. Contact the Commissioners' Office for applications.
  - a. Commission on Children and Families, two positions;
  - b. Parks Board, two positions;
  - c. Food Service Advisory Committee, six positions in various categories.

Adjourn: 11:58 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair KATHY GEORGE

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Commissioner MARY P. STERN

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Commissioner LESLIE LEWIS