

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 October 5, 2005 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present were John M. Gray, Jr., County Counsel; John Krawczyk, Administrative Services Director; Steve Mikami, Personnel Officer; and Cheryl McCaffrey, 7425 Earlwood Road NE, Newberg.

Commissioner Stern called the meeting to order.

A. **PUBLIC COMMENT:** This thirty-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. Unless extended or restricted by the Chair or majority of the Board, public comment will be limited to three minutes per person. None offered.

B. **AGENDA:**

Personnel

1. **B. O. 05-833** - Consideration of approval of a request from Community Corrections to add position authority for a full-time Parole & Probation Officer (PPO).

2. **B. O. 05-834** - Consideration of approval of the employment of Jennifer Gonzales, Newberg, as Probation Officer 2 in Community Corrections, regular full-time, Range 3, Step 5, \$3457/month, effective October 10, 2005.

3. **B. O. 05-835** - Consideration of approval of the employment of Ron Smith, Corvallis, as Environmental Health Specialist in the Planning Department, temporary part-time, \$50/hour, effective October 5, 2005 through December 31, 2005.

Ms. Stern stated that finding enough interested and qualified college graduates to fill Environmental Health Specialist positions is a statewide problem right now and discussions are being held statewide about how to deal with the problem.

4. **B. O. 05-836** - Consideration of approval of the employment of Linda Grove, McMinnville, as Senior Office Specialist in Adult Mental Health, regular full-time, Range 10, Step 1, effective October 24, 2005.

5. **B. O. 05-837** - Consideration of approval of the change of status of Sara Cornell to on-call status in Adult Mental Health, temporary part-time, Range 14, Step 1, \$14.22/hour, effective October 9, 2005 through June 30, 2006.

6. **B. O. 05-838** - Consideration of approval of the change of status of Matthew Jaqua to regular part-time in Public Health, .9 FTE, retroactive to October 1, 2005.
7. **B. O. 05-839** - Consideration of approval of the change of status of Rosy Wyland to HS Specialist 1 in Chemical Dependency, temporary part-time, retroactive to September 9, 2005 through September 12, 2005.
8. **B. O. 05-840** - Consideration of approval of the change of status of Fabricio Reyes to regular full-time status in Developmental Disabilities and Family & Youth, retroactive to October 1, 2005.
9. **B. O. 05-841** - Consideration of approval of the change of status of Robert Bernal to Corrections Reserve in the Sheriff's Office to work in the areas of Jail, Court Security, Marine, and Civil, part-time on-call, effective October 9, 2005.
10. **B. O. 05-842** - Consideration of approval of the change of status of Ronald Lang to Correction Officer in the Jail, regular full-time, Range 12, Step 1, effective October 9, 2005.
11. **B. O. 05-843** - Consideration of approval of a contract employee agreement between Family & Youth and Jan Urton for Family Support Specialist services, \$16.46/hour, retroactive to October 1, 2005.

Ms. George moved approval of personnel items #1-11. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Budget Transfer

12. **B. O. 05-844** - Consideration of approval of the transfer of appropriation authority and funds to reflect the addition of one PPO position in Community Corrections:

From	21-45-699.13	\$50,000	To	21-45-403.36	\$30,277
				21-45-481.00	\$250
				21-45-484.00	\$500
				21-45-490.00	\$440
				21-45-491.00	\$1895
				21-45-492.00	\$6455
				21-45-493.00	\$8735
				21-45-494.00	\$1265
				21-45-494.80	\$155
				21-45-496.00	\$28

Ms. Stern moved approval of the transfer. The motion passed, Commissioners Stern, Lewis, and George voting aye. Ms. Lewis stated that she is glad to see the department getting more strength in this area.

Contracts

13. **B. O. 05-845** - Consideration of acceptance of a scope and fee proposal from Altus Engineering, LLP for upgrading the electrical service, main and sub-distribution panels, and adding a new emergency generator in the Stern Building, \$5355, additional services at \$85/hour.

Ms. George moved approval of the proposal. The motion passed, Commissioners Stern, Lewis, and

George voting aye.

14. **B. O. 05-846** - Consideration of ratification of Amendment #47 to the 2003-05 Financial Assistance Contract #36-001 between HHS and Oregon Department of Human Services, retroactive to August 31, 2005.

Ms. George moved to ratify the contract amendment. The motion passed, Commissioners Stern, Lewis, and George voting aye.

15. **B. O. 05-847** - Consideration of ratification of Amendment #49 to the 2003-05 Financial Assistance Contract #36-001 between HHS and Oregon Department of Human Services, retroactive to August 31, 2005.

Ms. George moved to ratify the contract amendment. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Grants

16. **B. O. 05-848** - Consideration of approval of Grant Agreement #22807 between the Transportation Division and Oregon Department of Transportation for CVSCC funding, \$94,851, retroactive to July 1, 2005 through June 30, 2006.

Ms. Lewis moved approval of the grant agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

17. **B. O. 05-849** - Consideration of approval of Grant Agreement #22808 between the Transportation Division and Oregon Department of Transportation for YCAP funding, \$95,264, retroactive to July 1, 2005 through June 30, 2006.

Ms. Lewis moved approval of the grant agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

18. **B. O. 05-850** - Consideration of authorizing Health & Human Services to apply for a one-year grant from CRP, Inc. for the Talk About It Tuesday project, not to exceed \$30,000.

Ms. George explained that the purpose of the grant is to assist HHS departments in evaluating the project so it can become part of their evidence-based programs.

Resolution

19. **B. O. 05-851** - Consideration of approval of Resolution 05-10-5-1, proclaiming October 2-8, 2005 as Head Start Awareness Week.

Ms. Stern moved approval of the resolution. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Discretionary Funds

20. Declaration of discretionary funds for the Lambert Bend project:
a. Commissioner Stern, \$1486.47;

- b. Commissioner Lewis, \$1486.48;
- c. Commissioner George, \$1486.47.

C. **OLD BUSINESS:** None.

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

- 1. **B. O. 05-852** - Consideration of approval of an agreement between the Sheriff's Office and the City of Willamina for police services, 1.5 FTE, \$137,306, retroactive to July 1, 2005 through June 30, 2006.

Ms. Stern moved approval of the agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

- 2. **Tabled** - Consideration of amending B.O. 05-831 regarding non-disclosure of electronic property tax information on the Yamhill County Internet website, effective December 1, 2005.

John Gray explained that he had changed the description of exactly what Information Services will be doing to implement the policy and modified the definition of "public safety officer" to include pre-trial release officers and staff. He said that he hasn't yet heard from Murray Paolo or Dave Lawson about the new language.

Ms. George raised the question of whether or not a citizen could search the website by address and get the property owner's name even if the owner's information is supposed to be blocked. Ms. Lewis suggested allowing other county residents to request that their information be blocked, similar to telemarketing lists. John Krawczyk added that an administrative fee could be charged to offset the increased demands on staff time.

The Board agreed to table the discussion until the next informal session, when Mr. Lawson and Mr. Paolo can be present.

- 3. **Tabled** - Consideration of the reappointment of Mike Ragsdale and Donald Skei to the Parkway Committee for three-year terms to expire September 22, 2008.

Ms. Lewis stated that she believes the terms are for four years. The item was tabled until next week.

- 4. **B. O. 05-853** - Consideration of approval of the change of status of Deborah Gill to extend temporary full-time employment in Veterans Services, retroactive to October 1, 2005 through December 31, 2005.

Ms. Stern moved approval of the change of status of Deborah Gill. The motion passed, Commissioners Stern, Lewis, and George voting aye.

- 5. **B. O. 05-854** - Consideration of approval of a performance bond and agreement between Public Works and MCM Development, LLC for road improvements in the McMinnville Apartment Complex project on Old Sheridan Road, \$26,656, effective October 5, 2005.

Ms. Lewis moved approval of the performance bond and agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

6. **B. O. 05-855** - Consideration of acceptance of a proposal from A&E Security and Electronic Solutions regarding the security systems for Rainbow Services and YCAP, 800 E. 2nd Street in McMinnville, \$1889, effective October 5, 2005.

Ms. George moved approval of the proposal. The motion passed, Commissioners Stern, Lewis, and George voting aye.

7. **B. O. 05-856** - Consideration of approval of a rental agreement between Yamhill County and Refuse Disposal Systems for the VIP6 compactor, \$411/month.

Mr. Krawczyk explained that the county’s increasing garbage volumes necessitate a bigger compactor. Ms. Lewis stated that there needs to be more emphasis at the county offices to recycle to the greatest extent possible. She suggested that the county newsletter include some information about recycling. Ms. Stern suggested that Western Oregon Waste make a presentation to department heads at a Management Round Table meeting to explain the new commingled recycling program, which will soon be implemented commercially.

Ms. George moved approval of the rental agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

- 1. The following positions are open to the public. Contact the Commissioners’ Office for applications.
 - a. Special Transportation Commission, two positions;
 - b. Local Alcohol and Drug Planning Council, one position;
 - c. Ambulance Service Area Advisory Committee, one position for an emergency room physician;
 - d. Parks Board, two positions.

The meeting recessed at 9:49 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair	MARY P. STERN
Commissioner	LESLIE LEWIS
Commissioner	KATHY GEORGE