

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 April 30, 2008 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; Rick Sanai, Assistant County Counsel; John Krawczyk, Administrative Services Director; Laura Tschabold, Administrative Services Assistant Director; Ken Friday, Planning Division Manager; Kris Bledsoe, 3500 SW Redmond Hill Road; Walt Gowell, PO Box 480, McMinnville; Eric Abrams and Pat Quinn, PO Box 638, McMinnville.

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. **CONSENT AGENDA:** Ms. Lewis moved approval of the consent agenda. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Personnel

1. **B. O. 08-263** - Ratify the emergency employment of Kent Stuart, McMinnville, as Extra Help in the Sheriff’s Office Patrol Division, temporary part-time, \$15/hour, retroactive to April 28, 2008 through October 23, 2008.
2. **B. O. 08-264** - Approve the employment of Julie MacLeod, Forest Grove, as HS Specialist 1 in HHS Developmental Disabilities, regular full-time, Range 17, Step 2, \$3170/month, effective June 18, 2008.
3. **B. O. 08-265** - Approve the employment of Karla Chavez, McMinnville, as Office Specialist 2 in Telecomm, Range 7, Step 1:
 - a. Temporary part-time, \$10.46/hour, retroactive to April 24, 2008 through May 6, 2008;
 - b. Regular full-time, \$1815/month, effective May 7, 2008.
4. **B. O. 08-266** - Approve the change of status of Sonja Olheiser to Data Analyst in Administrative Services, Range 17, Step 6, effective May 9, 2008.

Contracts/Grants

5. **B. O. 08-267** - Accept the apparent low bid from Hamilton Construction for the Palmer Creek Bridge Project 2008 and authorize the Public Works Director to issue a notice of intent to award the contract, \$228,238.
6. **B. O. 08-268** - Approve Amendment #6 to the 2007-08 Public Health Financial Assistance

Agreement #121033 between HHS Public Health and Oregon Department of Human Services for the Tobacco Related Chronic Disease Program.

7. **B. O. 08-269** - Approve the 7th Extension of a lease agreement between HHS and the Lewis and Stark Company for office space in the Stark Building, \$2300/month, effective July 1, 2008 through September 30, 2008.

8. **B. O. 08-270** - Authorize the Assessor's Office to apply for the 2008-09 A&T Grant from Oregon Department of Revenue, \$2,069,728.

Surplus Property

9. **B. O. 08-271** - Declare a list of items from the Sheriff's Office as surplus county property to be sold in an auction in Newberg on May 17, 2008.

C. **OLD BUSINESS:** None.

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

1. **B. O. 08-272** - Consideration of the employment of Judith O'Connor, Salem, as Registered Nurse 2 in HHS Public Health, temporary part-time, Range 19, Step 7, \$24.79/hour, effective May 6, 2008 through November 1, 2008.

Ms. George moved approval of the employment of Judith O'Connor. The motion passed, Commissioners Stern, Lewis, and George voting aye.

2. **B. O. 08-273** - Consideration of the change of status of Sarah Kooienga to extend contract employment in HHS Public Health, effective May 1, 2008 through June 30, 2009.

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

3. **B. O. 08-274** - Consideration of approval of a revised Policy on Refunds by Department Heads.

John Gray explained that the previous policy didn't account for overpayment by insurance companies to Health & Human Services. Ms. Lewis moved approval of the revised policy. The motion passed, Commissioners Stern, Lewis, and George voting aye.

4. **B. O. 08-275** - Consideration of approval of a contract employee agreement between the Planning Department and Jason Abraham for environmental health specialist services, \$47/hour, effective May 7, 2008.

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

E. **PUBLIC HEARINGS:**

1. Consideration of Planning Dockets PAZ-02-08/P-02-08(KF), a request for zone change/partitioning from EF-80 to PWS Public Works/Safety on three acres, applicant McMinnville Water & Light. *[Tentatively approved, findings to be adopted May 14, 2008.]*

Ms. Stern opened the public hearing. There were no abstentions or objections to jurisdiction. Rick Sanai read the statement required for land use hearings relating to the requirement that parties must raise all issues at the hearing or waive their right to raise the issues on appeal.

Staff Report - Ken Friday described the subject property, surrounding zoning, and the request for zone change and partitioning. He noted that the Planning Commission had voted 7-0 on April 3, 2008 to recommend approval of the request with a limited use overlay zone.

Proponents - Walt Gowell, representing McMinnville Water & Light (MWL), stated that the purpose of the request is to facilitate the acquisition of three acres for a new reservoir site required by the City of McMinnville to serve future development of property at higher elevations recently brought into the city by Urban Growth Boundary amendments.

He provided background information on the city's gravity-operated water system and the need for additional storage, especially at higher elevations. He explained that the policy of MWL is to minimize the property it seeks to acquire for public use in order to preserve land for its intended use, which is agriculture in this case. He said that there are no small parcels available at the right elevation and the zone change/partitioning would allow MWL to purchase three acres instead of the entire 21-acre parcel.

He stated that the application meets the criteria for a reasons exception to Goal 3. He said that the proposed use meets the need for potable water and fire safety at higher elevations, is compatible with surrounding uses, and is consistent with the criteria of the transit rule.

Opponents - None.

Public Agency Reports - Mr. Friday stated that the City of McMinnville, McMinnville Fire Department, and Surveyor's Office found no conflicts with their interests. He stated that the response from Public Works indicates the need for a new, improved road access.

Staff Recommendation - Mr. Friday recommended approval of the request for zone change with a limited use overlay zone that limits the use to water storage and related uses. He recommended preliminary approval of the request for partitioning with the four conditions of preliminary approval and recommended that the preliminary approval be issued after the zone change has become effective.

Close of Public Hearing / Deliberation - Ms. Lewis moved tentative approval of the requests, stating that there is clearly a need for this storage site and the applicant has met the burden of proof. She amended her motion to state that findings would be adopted on May 14, 2008. Ms. George thanked MWL for their help in studying the water supply for the area. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Eric Abrams, MWL Water Superintendent, stated that information about the planned storage facility was provided to HDR, Inc. for their water analysis study. Mr. Gowell noted that two more applications would be coming to the Board in the next few months related to zone changes for two substations MWL needs to build on the fringe of the city. Discussion followed about the difficulties faced by smaller cities in finding the resources for long-range planning and implementation. Mr. Abrams stated that MWL is looking at the feasibility of sharing untreated water with Carlton and also at partnering with Dundee. Mr. Gowell said that water source is the primary concern that needs to be addressed before transmission issues and cities need to apply for water rights on the river before the rights are all taken by other communities. He added that getting storage permits is also a long process that

requires forward thinking.

F. ANNOUNCEMENTS:

1. The following positions are open to the public. Contact the Commissioners' Office for applications.
 - a. Commission on Children & Families, one lay position, two lay alternate positions, one youth position, and one professional alternate position;
 - b. Parks & Recreation Board, two positions;
 - c. Planning Commission, one position;
 - d. Road Improvement Advisory Committee, one position;
 - e. Special Transportation Advisory Commission, one position.

2. Northwest Senior & Disability Services has openings for Yamhill County residents on the following regional councils:
 - a. Senior Advisory Council, one position;
 - b. Disability Services Advisory Council, one position.
 For more information, contact Sally Lawson at (503)304-3473 or by e-mail at Sally.Lawson@state.or.us.

3. Due to Budget Committee meetings, there will be no regular Board sessions next week.

The meeting adjourned at 9:48 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair	MARY P. STERN
Commissioner	LESLIE LEWIS
Commissioner	KATHY GEORGE