

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 21, 2011, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern and Leslie Lewis being present, and Commissioner Kathy George being excused.

Also present were Laura Tschabold, County Administrator; Christian Boenisch, Deputy County Counsel; and Hannah Hoffman, News-Register.

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 with the omission of item B(7). The motion passed, Commissioners Stern and Lewis voting aye.

Personnel

1. **B. O. 11-206** - Approve the change of status of Lee Monahan to HS Specialist 3 in HHS Adult Mental Health, non-bargaining, retroactive to September 24, 2010.
2. **B. O. 11-207** - Approve the change of status of Kevin Brooks, HHS Adult Mental Health, to non-bargaining, retroactive to September 24, 2010.
3. **B. O. 11-208** - Approve the change of status of Robin Lewallen to regular part-time employment in HHS Adult Mental Health, .8 FTE, effective May 9, 2011.
4. **B. O. 11-209** - Approve the change of status of Linda Nicholson to regular part-time employment in HHS Developmental Disabilities, retroactive to April 9, 2011.
5. **B. O. 11-210** - Approve the change of status of Pamela Bonar to Senior Accounting Clerk in HHS Family & Youth, temporary full-time, Range 12, Step 7, retroactive to April 9, 2011, through June 30, 2011.
6. **B. O. 11-211** - Approve the employment of Christopher Kluser and Jacob Leslie as Laborer 2 in Public Works, temporary full-time, \$16/hour, retroactive to April 18, 2011, through November 8, 2011.

7. **See Other Business** - Amend the Commission on Children & Families position management roster to add a .6 FTE Office Specialist Technician position and a .5 FTE Community Resources Coordinator position, effective April 21, 2011, and delete a .8 FTE Office Administrator position, effective May 9, 2011.

Contracts/Grants

8. **B. O. 11-212** - Approve an agreement between the Sheriff's Office, provider, and the City of Dayton for police services, 1 FTE, \$107,509, effective July 1, 2011, through June 30, 2012.

9. **B. O. 11-213** - Approve a memorandum of understanding between Health & Human Services and Housing Authority of Yamhill County for the Section 8 Fast Track Program.

10. Approve the following Service Element Prior Authorization (SEPA) Approval Units for the 2009-11 Financial Assistance Agreement #127319 between HHS and Oregon Department of Human Services:

- a. **B. O. 11-214** - SEPA Approval Unit #526108, -\$1165;
- b. **B. O. 11-215** - SEPA Approval Unit #526907, -\$6032.

11. **B. O. 11-216** - Authorize the Juvenile Department to apply for a grant from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) for the Juvenile Corrections Division's "Guiding Youth" mentoring program, approximately \$302,000 for three years.

Roads

12. **B. O. 11-217** - Schedule a public hearing for July 21, 2011, for Public Works Docket RV-1-11, a request for vacation of a gateway easement on Lot 4 of Margaret's Vineyard, applicant Margaret Bollinger.

Vehicles

13. **B. O. 11-218** - Authorize the purchase of four new Dodge Chargers from Jim Doran Auto Center of McMinnville for the Sheriff's Office Patrol Division, \$21,353 each; declare Units P-252, P-254, P-224, and P-246 as surplus county property to be sold.

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

1. **B. O. 11-219** - Amend the Commission on Children & Families position management roster to add a .6 FTE Office Specialist Technician position, effective April 21, 2011, and delete a .8 FTE Office Administrator position, effective May 9, 2011.

Ms. Lewis stated that after discussing the uncertainty of the CCF budget with Marilyn Kennelly, Ms. Kennelly has agreed to only request the .6 FTE position at this time and come back to the Board for the other position if the budget allows. She moved approval of item C(1). The motion passed, Commissioners Stern and Lewis voting aye.

2. **B. O. 11-220** - Consideration of the change of status of Kimberly Harmon to temporary

full-time employment in Commission on Children & Families, effective April 24, 2011, through June 30, 2011.

Ms. Lewis moved approval of item C(2). The motion passed, Commissioners Stern and Lewis voting aye.

3. **B. O. 11-221** - Consideration of the temporary change of status of Lindsey Manfrin to full-time employment in HHS Public Health, retroactive to April 9, 2011, through June 30, 2011.

Ms. Lewis moved approval of item C(3). The motion passed, Commissioners Stern and Lewis voting aye.

4. **B. O. 11-222** - Consideration of the employment of Bridget Lavin as Law Library Clerk in the Commissioners' Office, regular part-time, Range 13, Step 5, effective April 24, 2011.

Laura Tschabold stated that Marilyn Westfall has officially retired, but would come back for one day to train Ms. Lavin. Ms. Stern moved approval of item C(4). The motion passed, Commissioners Stern and Lewis voting aye.

5. **B. O. 11-223** - Consideration of approval of an agreement between the Surveyor's Office and Newberg Surveying, Inc., for surveying services west of Carlton, RFP #8, \$30,840, effective through June 17, 2011.

Ms. Lewis moved approval of item C(5). The motion passed, Commissioners Stern and Lewis voting aye.

6. **B. O. 11-224** - Consideration of scheduling a public hearing for April 28, 2011, to consider an increase in the Planning Department fee schedule.

Ms. Stern moved approval of item C(6), noting that the Planning Department's budget is based on the increased fees. The motion passed, Commissioners Stern and Lewis voting aye.

D. **OLD BUSINESS:** None.

E. **PUBLIC HEARINGS:**

1. Consideration of Planning Docket FT-07-10(SA), a request for a forest template dwelling, applicant Frank Walker & Associates representing George Rose, appellant John Albin, as continued from April 14, 2011. *[Appeal withdrawn.]*

F. **ANNOUNCEMENTS:**

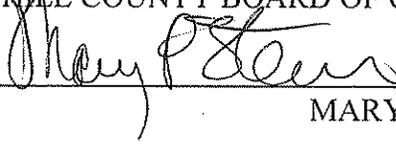
1. The following positions are open to the public. Contact the Commissioners' Office for applications.
 - a. Commission on Children & Families, four full members and three alternate members;
 - b. Parks & Recreation Board, one position.

The meeting adjourned at 10:09 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair



MARY P. STERN

Commissioner

LESLIE LEWIS

Commissioner



KATHY GEORGE