

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 15, 2011, at 10:00 a.m. in Room 32 of the Courthouse, Commissioners Leslie Lewis and Kathy George being present and Commissioner Mary P. Stern being excused.

Also present were Laura Tschabold, County Administrator; Rick Sanai, County Counsel; Pat Anderson, Human Resources; and Dave Morgan, NewsYamhillCounty.com.

Commissioner Lewis called the meeting to order at 10:00 a.m.

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. George moved approval of the consent agenda. The motion passed, Commissioners Lewis and George voting aye.

Minutes

1. Approve the following formal session minutes:
  - a. **B. O. 11-763** - October 13, 2011;
  - b. **B. O. 11-764** - October 20, 2011.

Personnel

2. **B. O. 11-765** - Approve the employment of Christopher Howard as Extra Help in Facilities Maintenance, temporary full-time, Range 10, Step 1, effective December 19, 2011, through June 30, 2012.
3. **B. O. 11-766** - Approve the employment of Paul Partridge as Program Manager 3 in HHS Developmental Disabilities, regular full-time, Range 27, Step 5, effective December 27, 2011.
4. **B. O. 11-767** - Approve the temporary change of status of Lovetta Dill to full-time employment in HHS Chemical Dependency, effective December 15, 2011, through January 31, 2012.
5. **B. O. 11-768** - Approve a modification of the HHS Chemical Dependency position management roster to delete one full-time HS Specialist 1 and add 1 full-time HS Specialist 2.

Contracts/Grants

6. **B. O. 11-769** - Approve a contract employee agreement between HHS Central Administration and Derek Laurie for Data Analyst services, \$25/hour, effective December 1, 2011, through June 30, 2012.
7. **B. O. 11-770** - Approve Service Element Prior Authorization (SEPA) Approval Unit #643579 for the 2011-13 Financial Assistance Agreement #134297 between Health & Human Services and Oregon Department of Human Services, \$66,861.
8. **B. O. 11-771** - Authorize the Prevention Program to apply for a grant from SAMHSA to target parents in the reduction of underage drinking, \$15,000; approve budget authority to spend the grant funds if received.
9. **B. O. 11-772** - Authorize a notice of intent to award a contract to Magness Land Surveying for surveying services in the Amity area, RFP #12, \$14,430.
10. **B. O. 11-773** - Approve the following changes to the 2011 Overlay Project Agreement between Public Works and Roy Houck Construction, LLC, Board Order 11-240, for a total contract increase of \$66,569:
  - a. Contract pay items, \$1,470,818;
  - b. Dig Out Change Order for Turner Creek Road, \$12,122.

Committees

11. **B. O. 11-774** - Approve the appointment of Mike Gougler to the Housing Authority Board for a five-year term to expire December 31, 2016.

**C. OLD BUSINESS:**

1. **Tabled** - Consideration of approval of an extension of the lease agreement between the Yamhill County, the Fair Board, and Portland Karting Association through March 31, 2025, with an additional extension option through March 31, 2030.
2. **B. O. 11-775** - Consideration of declaring an inventory of bicycles from the Sheriff's Office as surplus county property to be donated to the Special Education Department of Amity High School.

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

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

1. **B. O. 11-776** - Consideration of approval of a contract employee agreement between HHS Family & Youth and Gloria Martinis for HS Specialist 1 services, \$25/hour, retroactive to December 2, 2011.

Ms. George moved approval of item D(1). The motion passed, Commissioners Lewis and

George voting aye.

2. **B. O. 11-777** - Consideration of declaring the following equipment obtained through Homeland Security grants as surplus county property to be transferred to the identified jurisdictions:

- a. Radio equipment, transfer to Placer County (California) Sheriff's Office;
- b. Forward Looking Infrared Radar (FLIR) and ancillary equipment, transfer to Clackamas County Sheriff's Office.

Ms. George moved approval of item D(2). The motion passed, Commissioners 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. Local Investment Advisory Committee, one position;
  - b. Parks & Recreation Board, three positions;
  - c. Special Transportation Advisory Commission (STF), two positions;
  - d. Yamhill County Transit Area (YCTA) Advisory Committee, one position.

The meeting adjourned at 10:10 a.m.

Anne Britt  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

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Chair MARY P. STERN

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Commissioner LESLIE LEWIS

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Commissioner KATHY GEORGE