

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 September 20, 2018, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Mary Starrett, Richard L. “Rick” Olson and Stan Primozych being present.

Also present were Laura Tschabold, County Administrator; Ken Huffer, Deputy County Administrator; Christian Boenisch, County Counsel; Mikalie Frei, County Counsel staff; Silas Halloran-Steiner, HHS Director; Jason Henness, Family & Youth Manager; Nicole Montesano, News-Register; and others as listed on the sign-in sheet.

Commissioner Starrett called the meeting to order at 10:00 a.m. The invocation was offered by Jordan Robinson.

Welcome! Thank you for attending today's meeting. Public participation is encouraged. If you wish to address the Commissioners on any item not on the agenda you may do so as part of the public comment period at the beginning of the meeting. If you desire to speak on any agenda item please raise your hand to be recognized after the Chair announces the agenda item. Please fill out a public comment card to indicate your intent to speak.

A. PUBLIC COMMENT: This thirty-minute time period is reserved for public comment on any topic other than: 1) agenda items, 2) a quasi-judicial land use matter, or 3) a 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.

Tai James / Anne Stevenson commented regarding the Yamhill County Diaper Bank. She stated that next week is National Baby Diaper Week bringing awareness to the community need for diapers and discussed the drop off locations in the local community for donation collection.

B. CONSENT AGENDA: Commissioner Olson moved approval of the consent agenda. The motion passed, Commissioners Starrett, Olson and Primozych voting aye.

Contracts/Grants

1. **B.O. 18-332** - Approval of the Service Element Prior Authorization (SEPA) #24824557 in the amount of \$4,300 under the agreement between Yamhill County Health & Human Services and the Department of Human Services (B.O. 15-297) for the financing of the Community Developmental Disabilities Program.

2. **B.O. 18-333** - Approval of an application to receive funds from the Oregon Department of Veterans Services (ODVA) for the purpose of support funds for the 2018-19 fiscal year in the amount of \$130,135.
3. **B.O. 18-334** - Approval of a lease agreement between Yamhill County and Modular Space Corporation in the amount of a one-time amount of \$14,922 with recurring monthly charges of \$1,242.96.
4. **B.O. 18-335** - Approval of an indemnity agreement between Yamhill County and Modular Space Corporation.
5. **B.O. 18-336** - Approval of Addendum #1 to the lease and indemnity agreement between Yamhill County and Modular Space Corporation.

Surplus

6. **B.O. 18-337** - Approval of declaring excavator unit #90-192 surplus property to be sold online via Public Surplus.com.

Vehicles

7. **B.O. 18-338** - Approval of the purchase of a Caterpillar 930M Wheel Loader from Peterson Caterpillar of Hillsboro in the amount of \$181,046.52.

Authority

8. **B.O. 18-339** - Approval of position authority in the Assessor's Office to add .25 FTE for overlap of the Assessment Specialist II position, effective October 9, 2018 through January 4, 2019.

C. OLD BUSINESS: None.

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

1. **B.O. 18-340** - Consideration of the approval of a new committee to be named the Yamhill County Transit Advisory Committee (YCTAC) to be established in order to meet the requirements of the Statewide Transportation Improvement Fund.

Cynthia Thompson provided a recap to the Board regarding the purpose of creating the new YCTAC committee which replaces YCTA Advisory Committee and the STF Advisory Committee. The YCTAC committee and its bylaws are a result of HB2017 which created transportation funding from employee payroll taxes to provide transportation to the elderly and disabled in low income areas. The YCTAC committee will replace the YCTA, STFAC and STF committees. There was discussion regarding the appointment process of the committee and the chair position.

Commissioner Primozich moved approval of item D1. After discussion, the motion passed, Commissioners Starrett, Olson and Primozich voting aye.

2. **B.O. 18-341** - Consideration of the approval of bylaws for the Yamhill County Transit Advisory Committee (YCTAC).

Commissioner Primozich moved approval of item D2. The motion passed, Commissioners Starrett, Olson and Primozich voting aye.

3. **B.O. 18-342** - Consideration of the approval of a commercial lease agreement between Yamhill County HHS and BBG Investments, LLC for property located at 422 NE 5th St, McMinnville, Oregon, for an initial term of 5 years with the option to renew. Rent per year: Year 1 - \$29,450.76, Year 2 - \$30,395.80, Year 3 - \$32,395.80, Year 4 - \$33,868.32, and Year 5 - \$35,340.84.

Silas Halloran-Steiner and Jason Henness addressed the Board regarding the proposed space lease. Mr. Henness explained the envisioned utilization for the expansion. It will be used for office space and meeting space. Mr. Halloran-Steiner noted the growth of personnel and programs at Family & Youth and the benefit to increasing space to accommodate the Family & Youth division.

Commissioner Primozich moved to approve item D3. The motion passed, Commissioners Starrett and Primozich voting aye, Commissioner Olson voting nay.

E. PUBLIC HEARINGS: None.

F. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county's website, www.co.yamhill.or.us/content/volunteer-opportunities, or call the Board of Commissioners' office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).

For questions regarding accessibility or to request an accommodation contact the Board of Commissioners' office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at bocinfo@co.yamhill.or.us

Following Commissioner announcements, the meeting adjourned at 10:42 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY STARRETT

Commissioner RICHARD L. "RICK" OLSON

Commissioner STAN PRIMOICH