

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 combined session on November 9, 2021, at 2:00 p.m. in a virtual meeting via Zoom, Commissioners Mary Starrett, Lindsay Berschauer and Casey Kulla being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Carrie Martin, Grants and Special Projects; Cynthia Thompson, Transit Manager; and Jason Foose, County Surveyor.

Guests via Zoom: None.

Welcome! Due to COVID-19 and physical distancing requirements, attending the meeting is discouraged. The public can view the meeting via the YouTube link on the Yamhill County Meetings page. <https://www.co.yamhill.or.us/meetings>. See below for instructions regarding submitting general public comment or comments on agenda items.

A. CALL TO ORDER: Commissioner Starrett called the meeting to order at 2:01 p.m.

B. FLAG SALUTE

C. CALENDAR SESSION: This time is reserved for the review of the commissioner’s joint schedule (if needed).

The Commissioner’s reviewed the joint schedule for the week of November 15 – November 21, 2021. No other county business was discussed.

D. PUBLIC COMMENT: *Due to COVID-19 and physical distancing requirements, anyone wishing to submit general public comment or comments related to a specific agenda item may do so in written format via email at bocinfo@co.yamhill.or.us or by mail at 535 NE Fifth St., McMinnville, OR 97128. Any comments received prior to the meeting will be shared with the Board of Commissioners and submitted to the record.*

There were no public comments received via e-mail.

E. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 10:00 a.m.

1. Work Session –

a. Review/discussion of American Rescue Plan Act (ARPA) – Non-Profit Grants Program.

The Board and staff discussed proposed grant program guidelines and criteria to support non-profit organizations economically impacted by COVID-19. The consensus of the Board was to direct staff to move forward with the application timeline and selection committee process as discussed. There was no action taken.

b. End of work session

F. DEPARTMENT UPDATES: None.

G. CONSENT AGENDA:

Commissioner Berschauer moved approval of the consent agenda. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

Contracts & Grants

1. **B.O. 21-456** - Approval of an agreement between Yamhill County and SERA Architects, Inc. for capital planning services in the amount of \$95,430 retroactive to October 28, 2021 through October 28, 2022.

2. **B.O. 21-457** - Approval of Amendment #3 to agreement #169533 between Yamhill County and the Oregon Health Authority for the financing of Public Health Services (B.O. 21-248) adding \$2,663,295.72 retroactive to July 1, 2021 through June 30, 2022.

3. **B.O. 21-458** - Approval of a Memorandum of Understanding (MOU) between Yamhill County Transit and Yamhill County Health and Human Services Abacus Program for Special Transportation Funds in the amount of \$22,000 retroactive to July 1, 2021 through June 30, 2023.

4. **B.O. 21-459** - Approval of an agreement between Yamhill County Health and Human Services and Yamhill Community Care to support Public Health's Maternal Child Health programs in the amount of \$298,531.33 retroactive to August 15, 2021 through August 14, 2022.

Surplus

5. **B.O. 21-460** - Approval of declaring a Ricoh multi-function printer as surplus from the Sheriff's Office to be disposed of per county policy.

H. OLD BUSINESS: None.

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

1. **B.O. 21-461** - Consideration of approval for Yamhill County to enter into a Participating Agency Addendum with U.S. Bank for procurement card services.

Commissioner Kulla moved approval of item I1. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

2. **B.O. 21-462** - Consideration of approval to authorize the Health and Human Services Director or designee on behalf of Yamhill County Health and Human Services to submit an application for funding from the Oregon Health Authority in the approximate amount of \$24,000.

Commissioner Starrett moved approval of item I2. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

3. **B.O. 21-463** - Consideration of approval to authorize the Health and Human Services Director or designee on behalf of Yamhill County Health and Human Services to submit an application for funding from the Oregon Department of Veteran's Affairs in the approximate amount of \$40,000.

Commissioner Berschauer moved approval of item I3. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

4. **B.O. 21-464** - Consideration of approval of grant agreement #107-2021-5006-11 between Yamhill County Transit and the Department of Administrative Services (DAS) to offset expiring tax credits in the amount of \$718,079 effective upon approval through June 30, 2023, subject to approval by county counsel.

Cynthia Thompson stated the purpose of the grant agreement was to apply the funds towards transportation fuel alternatives, adding that a fleet transition plan was in process. After discussion, Commissioner Kulla moved approval of item I4. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

5. **B.O. 21-465** - Consideration to authorize the County Administrator to accept and record a Right-of-Way deed for real property located on County Road N. 430 (Peavine Road), Tax Lot: 4528-05500.

Jason Foose stated the purpose was to realign the right-of-way. Commissioner Kulla moved approval of item I5. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

6. **B.O. 21-466** - Consideration of approval of the modification to the agreement between Yamhill County and Summit Strategies Government Affairs, LLC. for consulting services in the amount of \$140,000, retroactive to July 1, 2021 through June 30, 2022.

Commissioner Kulla moved approval of item I6. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

7. **B.O. 21-467** - Consideration of approval of Resolution 21-11-09-1 proclaiming November as National Runaway Prevention Month in Yamhill County.

Commissioner Starrett read the Resolution into the record. Commissioner Kulla moved approval of item I7. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

J. PUBLIC HEARINGS: None.

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.co.yamhill.or.us/content/board-commissioners-committees>, or call the Board of Commissioners’ office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).

2. 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

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.co.yamhill.or.us/meetings>

Following Commissioner announcements, the meeting adjourned at 3:23 p.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY STARRETT

Commissioner LINDSAY BERSCHAUER

Commissioner CASEY KULLA