

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 January 13, 2022, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Casey Kulla, and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Justin Hogue, Business Services Director; Christian Boenisch, County Counsel; Mike Barnhart, Finance Manager; Ken Friday, Planning Director; Carrie Martin, Grants & Special Projects; Nohely Barajas-Montalvo, Legal Assistant; and Jason Foose, County Surveyor.

Guest via Zoom: B.B.; Miriam Vargas-Corona; Sheila Barnes; Kenna West; Anne Falla; Tammy S.; Patrick Evans; and Rodrigo Lagunas.

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 Berschauer called the meeting to order at 10:01 a.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 January 17 – January 23, 2022. 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.*

Public comments were received via e-mail regarding COVID-19 information on the county website.

E. DEPARTMENT UPDATES:

1. a. Administration – Ken Huffer - Oracle Cloud Implementation Project Presentation/Discussion.

Mr. Huffer presented an update to the GEMS replacement project to implement software improvements of Finance and Human Resources electronic record processing operations.

F. 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 ARPA – Rural Broadband Consultant RFP.

Mr. Huffer updated the Board on the RFP process; the selected consultant would assist the Board and local providers to identify need and expansion of rural broadband services, as well as assist in the development of a grant program to dispense ARPA funds to project providers.

b. End of work session

G. CONSENT AGENDA:

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

Contracts & Grants

1. **B.O. 22-06** - Approval of Amendment #10 to the agreement between Yamhill County Health and Human Services and G-42 Systems Consulting (B.O. 13-652) extending the terms of agreement to June 30, 2022 for continued Electronic Medical Record (EMR) development.

2. **B.O. 22-07** - Approval of Amendment #4 to Agreement #169533 between Yamhill County and the Oregon Health Authority for Public Health Services (B.O. 21-248) in the amount of \$122,236 retroactive to July 1, 2021 through June 30, 2022.

3. **B.O. 22-08** - Approval of Amendment #3 to an agreement between Yamhill County and Mira Mediation and Consulting Services, LLC. (B.O. 20-120), in the not to exceed amount of \$10, 100 and extending the agreement retroactive to October 1, 2021 through September 30, 2022.

4. **B.O. 22-09** - Approval of Amendment #3 to an agreement between Yamhill County and Project Able (B.O. 16-519) in the amount of \$363,603 retroactive to July 1, 2021 through June 30, 2023.

5. **B.O. 22-10** - Approval to ratify Amendment #9 to Agreement #166061 (B.O. 21-76) between Yamhill County and the Oregon Health Authority.

Committees

6. **B.O. 22-11** - Approval of the reappointments of Seamus McCarthy and Brandi Spence, M.D. to the Yamhill County Board of Health each for a four-year term to expire February 1, 2026.

H. OLD BUSINESS:

1. Consideration of approval of processing marijuana applications through the Type B Procedure. *[Continued from December 23, 2021].*

The Board and staff discussed a proposal to codify the Type B Procedure for all marijuana processing applications. Ken Friday addressed current site design review procedures related to marijuana processing sites. Commissioner Kulla disclosed a potential conflict of interest; he recommended that the Planning Director retain discretion to determine the appropriate action on a case-by-case basis. After discussion, the consensus of the Board was to maintain current procedures. There was no action taken.

2. **B.O. 22-12** - Consideration of approval of the 2022 Yamhill County Board of Commissioners Areas of Liaison and Responsibilities with the proposed change of Commissioner Kulla serving on the Willamette Falls Locks Commission. *[Continued from January 6, 2022].*

Commissioner Berschauer moved approval of item H2. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

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

1. a. **B.O. 22-13** - Consideration of approval of recommendations for the Yamhill County Water & Sewer Infrastructure Grant with the amendment to switch the #4 proposal of MacWater & Light with the City of Carlton's #3 proposal.

b. **B.O. 22-14** – Consideration to authorize the county Administrator to execute Water & Sewer Infrastructure Grant agreements.

Patrick Evans and Carrie Martin participated in the discussion of the proposal scorings. After discussion, Commissioner Kulla moved approval of item I1a as presented with exception of amending Mac Water & Light and the City of Carlton proposals as amended. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

Commissioner Berschauer moved approval of item I1b. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

2. **B.O. 22-15** - Consideration of approval Mid-Willamette Valley Area Commission on Transportation Committee (MWACT) appointments.

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

3. **B.O. 22-16** - Consideration of authorizing position authority reallocating 1.0 FTE from Corrections Sergeant to a new Support Services Manager position (Program Manager IV) in the Sheriff's Office.

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

4. **B.O. 22-17** - Consideration of approval of a grant application for the second Emergency Management Performance Grant Supplemental (EMPG-S) through the Oregon Office of Emergency Management in the amount of \$46,943 for the grant period April 1, 2020 through December 31, 2021.

Commissioner Kulla moved approval of item I4. The motion passed, Commissioners Berschauer, Kulla and Starrett voting aye.

5. **B.O. 22-18** - Consideration of approval of Agreement #173270 between Yamhill County and the Oregon Health Authority for the funding of Choice Model Services in the amount of \$196,669.94 effective upon approval through December 31, 2022.

Commissioner Starrett moved approval of item I5. The motion passed, Commissioners Berschauer, Kulla and Starrett 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 12:08 p.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair LINDSAY BERSCHAUER

Commissioner MARY STARRETT

Commissioner CASEY KULLA