

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 February 1, 2024, at 10:00 a.m. in Room 32 of the Yamhill County courthouse, and in a virtual meeting via Zoom, Commissioners Lindsay Berschauer, Kit Johnston and Mary Starrett being present.

Also present were Ken Huffer, County Administrator; Jodi Gollehon, Assistant County Counsel II; and Mark Lago, Public Works Manager. Christian Boenisch, County Counsel; and Nohely Barajas-Montalvo, Legal Assistant participated via Zoom.

Guests: Bubba; Mike Morris; Jeri Turgesen; and Chris Chenoweth. Craig Markham; Lee Schrepel; Matt Smith; Nicole; Becky; Michael Firestone; and Matt participated via Zoom.

*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 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. NEW – Public participation also includes the ability to attend Formal Session via Zoom. For attendees that are attending the meeting via Zoom, the Chair will ask if any Zoom attendees wish to provide public comment in same manner as provided above. At that time, attendees will be asked to use the "raise hand" function in Zoom and staff will unmute the participant. Meetings will also continue to be available for view via a live stream on the Commissioners' YouTube channel. Written public comments may be submitted via email at [hocinfo@co.yamhill.or.us](mailto:bocinfo@co.yamhill.or.us).*

**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 commissioners' joint schedule (if needed).

The Commissioners reviewed the joint schedule for the week of February 5 – February 11, 2024. No other county business was discussed.

**D. PUBLIC COMMENT:** This 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. The Chair may limit the length of individual comments.

- Jeri Turgesen, representing the Community Wellness Collective, read a statement into the

record commenting on recent support services during inclement weather. Additional public comments were received via email related to YCAP's responses to inclement weather sheltering and replacement of the public safety communications system. Commissioner Berschauer read public comments submitted by Paige Barton as requested. Commissioner Berschauer made comments in response to YCAP's submitted response to the removal of Commissioner Starrett from the YCAP Board.

- Chris Chenoweth provided public comments related to the removal of Commissioner Starrett from the YCAP Board and asked the Board to consider auditing agencies that receive county funding assistance towards homelessness.

**E. DEPARTMENT UPDATES:** None.

**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 work session schedule.

The Board and staff discussed and updated the work session schedule with topics of interest. There was no action taken.

- b. End of work session

**G. CONSENT AGENDA:**

Commissioner Starrett moved approval of item G1. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

Committees

1. **B.O. 24-18** - Approval to appoint Luis Maciel to the Local Public Safety Coordinating Council (LPSCC) as the Oregon Youth Authority non-voting member for a two-year term to expire July 2026.

2. **B.O. 24-19** - Approval of the following changes to the Local Alcohol and Drug Planning Committee (LADPC):

- a. Appoint Debbie Brocket for a four-year term, expiring February 1, 2028;
- b. Appoint DeAnn Carr for a four-year term, expiring February 1, 2028;
- c. Appoint Ross Warner for a four-year term, expiring February 1, 2028;
- d. Appoint Sam Elliott for a four-year term, expiring February 1, 2028; and
- e. Remove Tim Svenson effective January 24, 2024.

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**H. OLD BUSINESS:** None.

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

1. **B.O. 24-20** - Consideration of approval of the Public Works Capital Improvement Project List for 2024-25.



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

2. **B.O. 24-21** - Consideration of approval of Amendment #1 to an agreement between Yamhill County and Siemens Industry (B.O. 20-261) for the PLC/VMS system in the Yamhill County Correctional Facility increasing the not-to-exceed amount by \$137,650 and extending agreement terms retroactive to September 1, 2023, through August 31, 2026.

Commissioner Berschauer moved approval of item I2. Sheriff Elliott responded to questions related to the panel upgrades and cameras. After discussion, the motion passed, Commissioner Berschauer amended her motion to include language to include "subject to County Counsel review". The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

3. **B.O. 24-22** - Consideration of approval of a deed and Board Order in the matter of declaring certain tax foreclosed property as surplus, authorizing the sale of the property by private sale, and ordering distribution of proceeds (Tax Lot No. R3223 01600).

Jodi Gollehon said the unsolicited bid was submitted by the adjacent property owner who bid \$0 but will pay recording fees. After discussion, Commissioner Starrett moved approval of item I3. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

4. **B.O. 24-23** - Consideration of approval of a Memorandum of Understanding between Yamhill County and the Bureau of Land Management (Oregon State Office) to permit deputization of BLM law enforcement officers to enforce the laws of the State of Oregon and ordinances of the County of Yamhill on property owned or possessed by the United States Government or as otherwise required per the MOU.

Sheriff Elliott clarified this understanding would allow him to deputize someone to provide additional support to BLM rangers. After discussion, the motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

5. **B.O. 24-24** - Consideration of approval of a contract between Yamhill County and Lexipol, subject to final County Counsel review and approval, and authorize the County Administrator to identify funds outside of Sheriff's Office budget to pay for implementation costs. Sheriff's Office to pay annual licensing costs.

Sheriff Elliott explained the proposed agreement would allow implementation of software to update and incorporate law enforcement policy for staff review tracking. He noted Lexipol is a statewide used program by law enforcement departments that do not have dedicated legal counsel representation that tracks policy updates. Sheriff Elliott estimated that 15 current policies need review and updating but Christian Boenisch stressed that it did not mean the policies were out of compliance. The Board and staff discussed funding options; Ken Huffer recommended the O&C Reserve for one-time projects but added that he would find an appropriate funding source. After discussion, Commissioner Berschauer moved approval of a Lexipol Master Service Agreement and to authorize Ken Huffer to designate funding from an

appropriate reserve budget. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

6. Discussion regarding EECBG Program application. (Commissioner Berschauer).  
The discussion item was continued to February 8, 2024. There was no action taken.

7. **B.O. 24-25** - Consideration of approval to submit testimony to the Oregon Board of Forestry regarding the Western Oregon State Forests Habitat Conservation Plan.

Commissioner Berschauer added this item in response to the Oregon Board of Forestry's habitat conservation plan decision to reduce timber harvest by approximately 34%.  
After discussion, Commissioner Berschauer moved approval of item I7. The motion passed, Commissioners Berschauer, Johnston, and Starrett voting aye.

**J. PUBLIC HEARINGS:** None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT: <https://www.co.yamhill.or.us/content/public-hearing-notices>

**K. ANNOUNCEMENTS:**

- 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).
- 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](mailto:bocinfo@co.yamhill.or.us)
- 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 11:55 a.m.

Carolina Rook  
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

LINDSAY BERSCHAUER



Commissioner

KIT JOHNSTON



Commissioner

MARY STARRETT

LB  KJ  MS 