

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 December 18, 2025, at 10:00 a.m. in a virtual meeting via Zoom, Commissioners Kit Johnston, Mary Starrett, and David “Bubba” King being present.

Also present were Ken Huffer, County Administrator; Kevin Perkins, Deputy County Administrator PIO; Carolina Rook, BOC Supervisor; Cale George, BOC Staff; Christian Boenisch, County Counsel; Kaleb Raever, Assistant County Counsel; Nohely Barajas-Montalvo, Paralegal; Keith Stewart, Parole Probation Officer; Jessica Beach, Community Justice Director and Sam Elliott, Sheriff participated via Zoom.

Guests: John Olson, Leisha Adams, Marvin Bernards, Sheila Barnes 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’ You Tube channel. Written public comments may be submitted via email at bocinfo@yamhillcounty.gov by 5:00 p.m. Wednesday.

A. CALL TO ORDER Commissioner Johnston called the meeting to order at 10:00 a.m.

B. FLAG SALUTE

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

The Commissioners reviewed the joint schedule for the week of December 22 through December 28, 2025. No other county business was discussed.

D. PUBLIC COMMENT: This time 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.

Commissioners acknowledged written public comment submitted by Kerry Flow in opposition of the Yamhelas-Westsider Trail.

E. DEPARTMENT UPDATES: None.

F. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance.

1. None

G. CONSENT AGENDA:

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

Roads

1. **B.O. 25-400** - Approval of the placement of road signs to limit trucks over 10,000 pounds at Corral Creek and Renne Roads.

2. **B.O. 25-401** - Approval of the posting of 50 mile per hour speed limit signs on North Valley Road between Ribbon Ridge Road and Albertson Road.

Minutes

3. **B.O. 25-402** - Approval of minutes from Formal Session on December 4, 2025.

4. **B.O. 25-403** - Approval of minutes from Formal Session on December 11, 2025.

H. OLD BUSINESS:

1. **B.O. 25-404** - Consideration of approval of a Board Order in the matter of upholding the Planning Director's decision to approve planning docket C-01-25, conditional use permit for the operation of a loss mitigation business as a home occupation; Tax Lot 4401-02300. Applicant: Isidro Javier Ceja.

Commissioner Starrett moved approval of item H1. The motion passed. Commissioners Johnston, Starrett and King voting aye.

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

1. **B.O. 25-405** - Consideration of approval of a revised fee schedule for the Assessor's Office effective January 1, 2026.

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

2. **B.O. 25-406** - Consideration of approval of Amendment #1 to Grant Agreement #35711 between Yamhill County and Oregon Department of Transportation (ODOT) correcting the number of Category E1 vehicles to 3 and the number of seats to 9, retroactive to March 7, 2025 through March 9, 2026. Oracle #TR25001GA.

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

3. **B.O. 25-407** - Consideration of approval of an agreement between Yamhill County and Bent, LLC. for construction of the N. Hill Road Bridge Maintenance Project in the amount of \$176,675 effective upon issuance of Notice to Proceed through June 30, 2026 and to rescind B.O. 25-384. Oracle #PW25004Con.

Christian Boenisch stated that the agreement was previously approved as a notice of intent to award rather than a contract, so rescinding board order 25-384 would correct that action.

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

4. **B.O. 25-408** - Consideration of approval of an agreement between Yamhill County Health and Human Services and Haworth Inc., for the Behavioral Health Community Restoration Housing project funded through HB 5202 in the not to exceed amount of \$1,400,345 effective upon full execution through December 31, 2026. Oracle #HHS25057CON.

Commissioner Starrett stated that Haworth had completed nearly 30 projects for the County.

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

5. **B.O. 25-409** - Consideration of approval of an amendment to a real estate lease agreement between Yamhill County Health and Human Services and the Housing Authority of Yamhill County (B.O. 09-617) increasing the amount from \$3,873.52 to \$3,982.37 per month retroactive to November 1, 2025 through October 31, 2026. Oracle #HHS24020IGA.

Commissioner Starrett moved approval of item I5. The motion passed. Commissioners Johnston, Starrett and King voting aye.

6. **B.O. 25-410** - Consideration of approval of a request for transfer of \$500,000 from HHS Fund 216 to Capital Improvement Fund 440 for the purchase of the former IT Offices at 636 NE 7th St and 626 NE 7th St, McMinnville.

Ken Huffer stated that the budget transfer was for HHS's purchase of the houses that were previously occupied by the IT department as offices.

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

7. **B.O. 25-411** - Consideration of approval to provide Intent to Award to Haworth Inc. for construction services at the Government Services Building.

Ken Huffer stated that the Invitation to Bid (ITB) construction services was for work on the Government Services Building (GSB) to accommodate the remaining departments moving into GSB. The ITB required the County to select the lowest bidder which was Haworth for about \$1,500,000.

Commissioner Johnston moved approval of item I7. The motion passed. Commissioners Johnston, Starrett and King voting aye.

8. **B.O. 25-412** - Repeal of Board Order 25-378 – Consideration of approval of a Board Order and findings in the matter of approving on remand planning Docket No. PAZ-01-24/S-03-24, a Comprehensive Plan amendment and approval of a fourteen-lot subdivision for Tax Lot No. R4418 01000; Applicant: John Abrahms.

Christian Boenisch stated that the findings were previously approved as a board order, but they should have been adopted as an ordinance.

Commissioner Johnston moved approval of item I8. The motion passed. Commissioners Johnston, Starrett and King voting aye.

9. **B.O. 25-413** - Consideration of approval of Ordinance 943 in the matter of a Comprehensive Plan Amendment from Agriculture/Forestry Large Holding to Very Low Density Residential District, and a Zoning Map Amendment from EF-80 to VLDR-1, with “Exceptions” to Statewide Planning Goal 2 (Exception Process), Goal 3 (Agricultural Lands), Goal 4 (Forest Lands), and Goal 14 (Urban Development on Undeveloped Rural Lands), and the Transportation Planning Rule; and Approving Planning Docket No. PAZ-01-24/S-03-24, Request for Approval of a Fourteen-lot Subdivision, for Tax Lot No. R4418 01000, Applicant John Abrahms, and Declaring an Emergency.

Hearing no objections, Christian Boenisch entered the first and second reading of Ordinance 943 by title only.

Commissioner Johnston moved approval of item I9. The motion passed. Commissioners Johnston, Starrett and King voting aye.

10. **B.O. 25-414** - Consideration of ratification of the 2025-28 collective bargaining agreement between Yamhill County and the Federation of Oregon Parole & Probation Officers (FOPPO).

Christian Boenisch stated that the County had reached an agreement with FOPPO within the bounds of authority granted by the commissioners.

Commissioner King moved approval of item I10. The motion passed. Commissioners Johnston, Starrett and King voting aye.

11. **B.O. 25-415** - Consideration of extending provisions of the 2025-28 FOPPO collective bargaining agreement to non-bargaining employees of the Department of Community Justice.

Commissioner King moved approval of item I11. The motion passed. Commissioners Johnston, Starrett and King voting aye.

J. PUBLIC HEARINGS: None.

THE RECORDS FOR PUBLIC HEARINGS CAN BE FOUND AT:

<https://www.yamhillcounty.gov/1190/Public-Hearing-Notices>

K. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.yamhillcounty.gov/765/Boards-and-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@yamhillcounty.gov
3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.yamhillcounty.gov/AgendaCenter>

Following Commissioner announcements, the meeting adjourned at 10:27 a.m.

Bailey Barnhart
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS



Chair

KIT JOHNSTON



Commissioner

MARY STARRETT



Commissioner

DAVID “BUBBA” KING

Approved by the Yamhill County Board of
Commissioners on 01/08/2026
via Board Order 26-004.