

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 January 2, 2008 at 9:00 a.m. in Room 32 of the Courthouse, Commissioners Mary P. Stern, Leslie Lewis, and Kathy George being present.

Also present was John M. Gray, Jr., County Counsel; Laura Tschabold, Administrative Services Assistant Director; Steve Mikami, Personnel Officer; Janet Jones, Prevention Program; Dick Petrone, 4301 NE Crestview Dr, Newberg; John Trudel, 4303 NE Birdhaven Loop, Newberg; and Stan Kern, Newberg.

Commissioner Stern called the meeting to order.

A. **PUBLIC COMMENT:** This thirty-minute time period is reserved for public comment on any topic other than a quasi-judicial land use matter or other 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. None offered.

B. **AGENDA:**

Personnel

1. **B. O. 08-01** - Consideration of approval of the employment of Aaron Landvik, McMinnville, as Accounting Clerk 2 in Health & Human Services, regular full-time, Range 10, Step 2, \$12.61/hour, effective January 2, 2008.
2. **B. O. 08-02** - Consideration of approval of the change of status of Shannon Spence to Senior Accounting Clerk in Health & Human Services, Range 12, Step 2, effective January 9, 2008.
3. **B. O. 08-03** - Consideration of approval of the employment of David Robles, McMinnville, as Extra Help in the HHS Abacus program, temporary part time, \$8/hour, effective January 3, 2008 through September 30, 2008.

Ms. George moved approval of items B(1) through B(3). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Contracts

4. **B. O. 08-04** - Consideration of approval of Amendment #18 to the 2007-09 Financial Assistance Agreement #119951 between Health & Human Services and Oregon Department of Human Services.
5. **B. O. 08-05** - Consideration of approval of an agreement between the Commission on Children & Families and Carlton Together Cares, Inc. for Community Progress Team services in the community of Carlton, \$7064, retroactive to July 1, 2007 through June 30, 2008.
6. **B. O. 08-06** - Consideration of adopting a revised first page to correct a scrivener’s error in the franchise agreement between Yamhill County and Verizon Northwest Inc. for cable television services adopted as Board Order 07-1007.

Ms. George moved approval of items B(4) through B(6). The motion passed, Commissioners Stern, Lewis, and George voting aye.

7. **B. O. 08-07** - Consideration of approval of a Federal Equitable Sharing Agreement between the Sheriff's Office and Oregon Department of Justice, effective through September 30, 2008.

Ms. Stern moved approval of the agreement. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Dues

8. **B. O. 08-08** - Consideration of authorizing the payment of \$18,007 to the Association of Oregon Counties for 2008 dues.

Ms. Lewis moved to authorize the payment. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Capital Improvements

9. **B. O. 08-09** - Consideration of adopting the updated Fairgrounds Capital Improvements Project List to be funded wholly or in part with system development charges revenue.

Ms. Lewis moved to adopt the updated list, explaining that the Fair Board has completed a number of projects on the previous list. The motion passed, Commissioners Stern, Lewis, and George voting aye.

Emergency Management

10. Discussion of Emergency Management training scheduled for January 23-25, 2008. [*Consensus: Discuss with John Boynton at next informal session.*]

Homelessness

11. Discussion of Sleep Out '07. [*No formal action taken.*]

Janet Jones provided a summary of the accomplishments resulting from the event (see attachment).

Crestview Road

12. John Trudel scheduled to discuss the Crestview Road transfer and five-party team agreement. [*No formal action taken at this time.*]

John Trudel stated that the livability of his community depends on the five-party team agreement being kept after Crestview Road is transferred to the City of Newberg. He discussed the following critical issues: assurances from the city that the area will never be annexed into the city, keeping best practices in place, keeping the existing zoning in place, and keeping the road design in place. Dick Petrone discussed the possibility of including these conditions as part of the road transfer.

Mr. Trudel also discussed a recent Newberg City Council meeting and a staff-generated proposal for new codes to increase affordable housing that would be triggered by changes such as zoning. He expressed concern that this proposal would leave things open for further review and change. He agreed to e-mail a copy of the proposal to the Board along with a copy of a letter from Stohl Reeves.

Mr. Gray stated that two possibilities for a conditional road transfer would be a reverter back to the county if conditions are violated or an intergovernmental agreement that sets the terms and provisions for

enforcement. He said that now is not the time for the Board to agree to a conditional transfer, but once a letter of request for transfer is received from the city, the Board would look at it carefully and examine all possibilities.

Mr. Trudel stated that he doesn't really want the road to revert to the county, but just wants the agreements in place to be kept and to have some recourse for legal fees if they aren't kept. Ms. Lewis stated that the best practices language from the original agreement may need to be strengthened and the zoning issue, which wasn't addressed in the original agreement, would be more difficult to write into an agreement.

Stan Kern noted that this zoning was patterned after a model in Ashland. He questioned the point of having a road development agreement if it can be changed by one of the parties later.

Ms. George stated that she would be in favor of including in an intergovernmental agreement a requirement for notice to surrounding land owners of any proposed change in zoning.

Refunds

13. **B. O. 08-10** - Consideration of authorizing the surveyor to issue refunds of portions of deposits received for checking partitions and subdivisions, as listed in a memorandum dated December 27, 2007.

Ms. George declared an actual conflict of interest on this matter, noting that her name is on the list of refunds. Ms. Lewis moved to authorize the refunds. The motion passed, Commissioners Stern and Lewis voting aye and Commissioner George abstaining.

Discretionary Spending

14. Declaration of \$54 paid from Commissioner Stern's discretionary account to the Planning Department for an electrical permit requested by the McMinnville Lions' Club for a Christmas tree lot.

C. **OLD BUSINESS:** None.

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

1. Update on proposed intergovernmental agreements for implementation of the construction excise tax. *[No formal action taken at this time.]*

John Gray stated that two agreements have been signed and returned by school districts so far and he would recommend waiting for the rest and approving them all at once. He said that the agreement would go into effect March 1, 2008, after which the county would start collecting the taxes from building permit applicants by separate checks to be mailed to the school districts the next day.

2. Discussion of contract employment reviews for Mike Brandt, John Gray, John Krawczyk, and Chris Johnson. *[No formal action taken at this time.]*

Ms. Stern stated that the Board had agreed the previous year to raise Mr. Brandt's salary by 10% at the time and another 5% this year in order to bring him up to the salary level of comparable counties. Mr. Gray stated that Mr. Johnson wishes to change some of the special provisions in his contract employee agreement. The Board agreed to defer action until Mr. Gray returns from vacation in a few weeks.

E. **PUBLIC HEARINGS:** None.

F. **ANNOUNCEMENTS:**

1. The following positions are open to the public. Contact the Commissioners' Office for applications.
 - a. Commission on Children & Families, four lay positions, two lay alternate positions, one youth position, and two professional alternate positions;
 - b. Local Alcohol and Drug Planning Committee, two positions;
 - c. Road Improvement Advisory Committee, one position;
 - d. Special Transportation Advisory Commission, one position.

2. Northwest Senior & Disability Services has openings for Yamhill County residents on the following regional councils:
 - a. Senior Advisory Council, one position;
 - b. Disability Services Advisory Council, one position.

For more information, contact Sally Lawson at (503)304-3473 or by e-mail at Sally.Lawson@state.or.us.

The meeting adjourned at 10:19 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair	MARY P. STERN
Commissioner	LESLIE LEWIS
Commissioner	KATHY GEORGE

Sleep Out Results

(as of 12/31/07)

- 96 Attendees during the event
- 33 Sleep-overs
- 581 lbs of food donated to YCAP's Food Bank
- Over 300 lbs of clothes donated to St. Vincent's for no-cost vouchers
- Almost 70 blankets collected (some will go to animal shelter)
- 32 items donated to Sheriff's Toy Drive
- \$619 in cash donations
- \$2,030 in in-kind contributions/support

EXHIBIT A 1/1