

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 21, 2021, 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 and Keri Hinton, BOC Staff (via Zoom)

Guests (via Zoom): Cynthia Thompson, Transit Coordinator, Frank Sheridan, City of Sheridan and Rick George

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 10:02 a.m. Commissioner Starrett gave a presentation in recognition of Ken Nygren, Assistant Emergency Management.

B. FLAG SALUTE

C. CALENDAR SESSION: This time is reserved for the review of the commissioner’s joint schedule (if needed). There was no calendar session.

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.*

Commissioner Starrett acknowledged public comments received regarding the Yamhelas Westsider Trail. Ken Huffer stated the public comments were not related to any agenda items for this week’s meeting but will be brought forward next week as public comment as this will be an agenda item then.

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. None.

F. DEPARTMENT UPDATES: None

G. CONSENT AGENDA: Commissioner Kulla moved approval of items G1-G2. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

Contracts & Grants

1. **B.O. 21-37** - Approval of Amendment #9 to an agreement between Yamhill County Health and Human Services and G-42 Systems Consulting (B.O. 13-652) for Raintree software consultation, increasing the not-to-exceed maximum amount to \$280,667, retroactive to December 31, 2020 through December 31, 2021.

2. **B.O. 21-38** - Approval of Grant Agreement #20-536 between Yamhill County and the State of Oregon, Office of Emergency Management (OEM) for the Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S) program, total amount of \$18,439 in grant funds, retroactive to January 27, 2020 through January 26, 2022.

H. OLD BUSINESS: None.

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

1. **B.O. 21-39** - Consideration of approval in the matter of an order vacating a portion of a public road created through the 1911 Revenue Orchards Subdivision, at the request of Walter and Jane Scott, and Donald and Denise Cranfill, without a public hearing, Public Works Docket #RV-1-2020.

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

2. **B.O. 21-40** - Consideration of approval of the following changes to the Parkway Committee:

- a. Re-appoint Mayor Scott Hill and Mayor David Russ, four-year terms, to expire January 15, 2025; and
- b. Re-appoint David Ford, three-year term, to expire January 15, 2024; and
- c. Appoint Rick Olson, two-year term to expire January 15, 2023.

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

3. **B.O. 21-41** - Consideration of approval of the 2021-23 Biennium Statewide Transportation Improvement Fund (STIF) Plan as recommended by the Yamhill County Transit Advisory Committee (YCTAC).

Cynthia Thompson summarized agenda items I3 and I4, noting the Board's role as the governing body to approve the transit funding sources as recommended by the YCTAC. Commissioner Kulla moved approval of item I3. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

4. **B.O. 21-42** - Consideration of approval of the allocation for the 2021-23 Biennium 5310/STF funding as recommended by the Yamhill County Transit Advisory Committee (YCTAC).

Cynthia Thompson explained the funding provided services for the elderly and disabled. She explained Special Olympics' allocation reduction was due to COVID-19's travel restrictions. Commissioner Kulla moved approval of item I4. The motion passed, Commissioners Starrett, Berschauer and Kulla voting aye.

5. **B.O. 21-43** - Consideration of approval of a one-time transfer of appropriation authority and funds from 010-002 (General Fund/Other Expense) to 020-082 (Fair) in the amount of \$64,000 to offset COVID-related revenue losses due to ongoing restrictions for events.

Ken Huffer addressed the impacts that COVID-19 related restrictions has had upon the fairgrounds and its event centers. Due to event restrictions, the budgetary impacts to the fairgrounds were significant, with an estimated 60% revenue decrease. Several budgetary cuts were made to offset the losses, however Mr. Huffer said that a continued vacancy of a work crew supervisor would hinder the necessary continuous maintenance to the grounds and buildings. He noted that despite the lack of revenue generating events, the fairgrounds had continued to be used as a vaccination distribution/testing site and wildfire/livestock evacuation site, incurring further expenses. Mr. Huffer recommended a one-time discretionary transfer in the amount of \$64,000 to give funding for the remainder of the 2020-21 fiscal year to hire a work crew supervisor/maintenance person for fairground upkeep. He noted other funding (grant) resources are being sought; Mr. Huffer will forward data reflecting the reduction of revenue and expenses to the Board for review.

After further discussion Commissioner Berschauer moved approval of Item I5. 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 11:23 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair

MARY STARRETT

Commissioner

LINDSAY BERSCHAUER

Commissioner

CASEY KULLA