

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 September 10, 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 were Laura Tschabold, Administrative Services Director; John Krawczyk, Budget Officer; John M. Gray, Jr., County Counsel; John Phelan, Public Works Director; Murray Paolo, Information Systems Director; and David Devine, 17685 SE Wallace Rd, Dayton.

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.

David Devine distributed copies of a handout showing vacant property located across from the fairgrounds and stated that he represents the owners, Norm and Judy Aldred, as their real estate broker. He said that the property has been made available for Fair parking every year and the Aldreds would like to offer the property to the county for purchase or trade. He discussed other potential uses for the property in addition to parking during the Fair.

B. **AGENDA:**

Personnel

1. **B. O. 08-584** - Consideration of the employment of Brian Crawford, Carlton, as on-call relief in the Juvenile Department, \$7.95/hour, effective September 10, 2008.
2. **B. O. 08-585** - Consideration of the employment of Yvette Gaynor, McMinnville, as Registered Nurse 3 in HHS Public Health, temporary part-time, \$60/hour, retroactive to September 1, 2008, through September 1, 2009.
3. **B. O. 08-586** - Consideration of the employment of Becky Simpson, McMinnville, as Program Coordinator in the Commission on Children & Families, regular part-time, Range 16, Step 2, retroactive to September 9, 2008.
4. **B. O. 08-587** - Consideration of the change of status of the following employees to extend temporary part-time employment in Community Corrections:

- a. Duane Terry, effective September 10, 2008, through March 10, 2009;
- b. Dawn Hannemann, effective September 17, 2008, through November 17, 2009;
- c. James Wassmann, effective October 2, 2008, through April 2, 2009.

Ms. George moved approval of items B(1) through B(4). The motion passed, Commissioners Stern, Lewis, and George voting aye.

Contracts/Grants

5. **B. O. 08-588** - Consideration of approval of an agreement between Yamhill County and ADCOMM Engineering Company, provider, for services related to the Simulcast Deployment Radio Improvement Project, not to exceed \$109,600.

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

6. **Tabled** - Consideration of approval of an modification of agreement between Yamhill County and Superior Communications, Inc., provider, for communications tower replacement management services, additional cost \$10,000.

7. **B. O. 08-589** - Consideration of authorizing the chair to sign a contract between Public Works and WHPacific, Inc., provider, for design and engineering services on the Haskins Creek (Kutch Road) Bridge #11610, \$30,690, subject to approval by County Counsel.

John Phelan explained that this is for Phase 1 of the work needing to be done as a result of the 2007 disaster and FEMA has authorized \$25,000 for a feasibility study. He stated that he would be coming back to the Board in December for Phases 2 and 3 and the goal is to have the project completed in 2009. Ms. Lewis moved approval of item B(7). The motion passed, Commissioners Stern, Lewis, and George voting aye.

8. **B. O. 08-590** - Consideration of approval of Intergovernmental Agreement #25,087 between Public Works and Oregon Department of Transportation for right-of-way oversight services for Ayres Creek Bridge (North Valley Road), \$3000, effective through February 14, 2018.

Ms. Lewis moved approval of item B(8). The motion passed, Commissioners Stern, Lewis, and George voting aye.

9. Consideration of accepting temporary construction easements along Grand Ronde Road from the following grantors :

- a. **B. O. 08-591** - DLM Investments, LLC, \$40;
- b. **B. O. 08-592** - Laverne Hosford, \$150;
- c. **B. O. 08-593** - Kenneth and Darlene Lafferty, \$75;
- d. **B. O. 08-594** - Larry and Sharon Bittner, \$125.

Ms. Lewis moved to accept the easements. The motion passed, Commissioners Stern,

Lewis, and George voting aye.

10. Consideration of accepting permanent slope and utilities easements along Grand Ronde Road from the following grantors:

- a. **B. O. 08-595** - DLM Investments, LLC, \$60;
- b. **B. O. 08-596** - Laverne Hosford, \$225;
- c. **B. O. 08-597** - Kenneth and Darlene Lafferty, \$100;
- d. **B. O. 08-598** - Larry and Sharon Bittner, \$150.

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

11. **B. O. 08-599** - Consideration of approval of an agreement between HHS Public Health, provider, and Oregon Health Sciences University for the CaCoon program, \$24,975, effective October 1, 2008, through September 30, 2009.

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

12. **B. O. 08-600** - Consideration of approval of an amendment to an agreement between HHS and Acumen Fiscal Agent, LLC, provider, to return overcollected state unemployment tax funds to the county, retroactive to September 1, 2008.

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

13. Consideration of approval of the following amendments to the 2007-09 Financial Assistance Agreement #119951 between HHS and Oregon Department of Human Services:

- a. **B. O. 08-601** - Amendment #43, ratify retroactive to July 8, 2008;
- b. **B. O. 08-602** - Amendment #46, ratify retroactive to July 18, 2008;
- c. **B. O. 08-603** - Amendment #48.

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

14. **B. O. 08-604** - Consideration of approval of a modification of agreement between the Commission on Children & Families and Court Appointed Special Advocates, provider, not to exceed \$37,710, retroactive to July 1, 2008 through June 30, 2009.

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

15. **B. O. 08-605** - Amend Board Order 08-572 to increase the grant amount from Oregon Youth Conservation Corps to \$15,000, correcting a scrivener's error.

Ms. Stern moved approval of item B(15). The motion passed, Commissioners Stern,

Lewis, and George voting aye.

Resolution

16. **Tabled** - Consideration of approval of Resolution 08-9-10-1 proclaiming the week of September 17-23, 2008 to be Constitution Week.

C. **OLD BUSINESS:** None.

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

1. Consideration of offering an early retirement incentive to Public Works employees.

Ms. Lewis stated that five Public Works employees took advantage of a previous offer for early retirement and there is at least one more employee who has expressed belated interest in the offer, although the deadline has passed. She proposed a reduced incentive offer of \$500 per year of service, keeping the \$15,000 VEBA contribution, with a new deadline of October 1, 2008, to notify the county and a retirement deadline of October 31, 2008. John K stated that when this proposal was discussed by a group of managers, everybody was comfortable with it. The commissioners expressed no objection to the proposal.

2. **B. O. 08-606** - Consideration of accepting the apparent low bid and approving an agreement between Administrative Services and McMinnville Heating & Air Conditioning Co., provider, for the Health Building HVAC Renovation Project, \$16,772.

Ms. George moved approval of item D(2). The motion passed, Commissioners Stern, Lewis, and George voting aye.

3. **Tabled** - Consideration of declaring miscellaneous office furniture as surplus county property to be sold at a garage sale.

The Board tabled the request pending receipt of an inventory list from Brian Dunn.

4. **B. O. 08-607** - Consideration of approval of an agreement between HHS Family & Youth and Lynn Fontana, provider, for EMDR and/or family therapy supervision services, \$100/hour, retroactive to July 1, 2008.

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

5. **B. O. 08-608** - Consideration of approval of a modification of agreement between the Commission on Children & Families (CCF) and Community Action Partnership of Yamhill County (YCAP), provider, for Youth Outreach Services in the communities of Newberg, Dayton, and Dundee, retroactive to July 1, 2008 through June 30, 2009.

Ms. George moved approval of the modification. The motion passed, Commissioners

Stern, Lewis, and George voting aye.

6. **B. O. 08-609** - Consideration of approval of an order establishing a process for HHS Public Health to expend 2008-09 CCF funds for the Healthy Start program, \$266,257.

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

7. Consideration of approval of the following agreement modifications between CCF and Carlton Together Cares, Inc., retroactive to July 1, 2008 through June 30, 2009:

a. **B. O. 08-610** - Community Progress Team services for the community of Carlton, not to exceed \$6000;

b. **B. O. 08-611** - Youth Investment services in the communities of Carlton and Yamhill, not to exceed \$19,304.

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

8. Discussion of Oregon 150, the celebration of the state's 150th anniversary. *[No formal action taken.]*

John K stated that he has continued to receive e-mail requests about whether or not the Board is interested in participating in the celebration. Ms. Lewis agreed to ask Dan Linscheid if he would be interested, since he has connections with the Historical Society. John K said he would notify Oregon 150 that the e-mails should be redirected to Mr. Linscheid.

9. Consideration of authorizing a payment of \$3000 from the Economic Development Fund to the Carlton Business Association, pending receipt of a letter of request. *[Consensus of approval.]*

Ms. Lewis stated that the Carlton Business Association is essentially functioning as the chamber of commerce. After further discussion, the Board agreed to grant the request pending receipt of a letter of request, with the funds to be used for beautification of the downtown area.

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, two full members and three alternate members;

b. Parks & Recreation Board, two positions;

c. Road Improvement Advisory Committee, 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 9:44 a.m.

Anne Britt
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair MARY P. STERN

Commissioner LESLIE LEWIS

Commissioner KATHY GEORGE