

**POLK COUNTY BOARD OF COMMISSIONERS**

**DATE & TIME:** May 20, 2015, 9:00 a.m.  
**LOCATION:** Polk County Courthouse, Dallas, Oregon

THE LOCATION OF THIS MEETING IS ADA ACCESSIBLE. PLEASE ADVISE THE BOARD (503-623-8173), AT LEAST 24 HOURS IN ADVANCE, OF ANY SPECIAL ACCOMMODATIONS NEEDED TO ATTEND OR PARTICIPATE IN THE MEETING.

**PAGE:** **AGENDA ITEMS**

1. **CALL TO ORDER AND NOTE OF ATTENDANCE**
2. **ANNOUNCEMENTS**
  - (a) Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principal subjects anticipated to be considered. Pursuant to ORS 192.640, the Board may consider and take action on subjects that are not listed on the agenda.
  - (b) Department Head/staff meetings with the Board of Commissioners are held on Monday, Thursday, and Friday. The meetings are held in the Board of Commissioners' Office Conference Room and are conducted between 9:00 a.m. and 5:00 p.m. The principal subjects anticipated to be considered are on-going, upcoming, and new matters bearing on County operations. Pursuant to ORS 192.640, the Board of Commissioners may consider and take action on subjects not listed within this announcement.
  - (c) The Polk County Budget and Compensation Committee will meet on Wednesday, May 20, 2015 beginning at 11 am in the Courthouse Conference Room.
  - (d) The Board of Commissioners will attend a Mid Valley Behavioral Care Network Budget Committee Meeting on Thursday, May 21, 2015 beginning at 9:30 am at 1660 Oak St SE # 230, Salem, OR 97301
  - (e) The Grand Ronde Sanitary District Budget Committee will meet Wednesday, May 27, 2015 at 9:15 a.m. in the Courthouse conference room.
  - (f) The Polk Extension Service District Budget Committee will meet Wednesday, May 27, 2015 at 1:30 p.m. in the Courthouse conference room.
  - (g) There will be no Board of Commissioners meetings on Tuesday, June 2 and Wednesday, June 3 due to lack of a quorum.
3. **COMMENTS (for items not on this agenda)**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT CALENDAR**
6. **APPROVAL OF MINUTES OF MAY 13, 2015**
7. **PUBLIC HEARING – ORDINANCE NO. 15-01**

Consider Public testimony on Ordinance No.15-01 in the matter of enacting a temporary moratorium on Medical and Recreational Marijuana Facilities within the Jurisdiction of Polk County and Declaring an Emergency.  
(Austin McGuigan, Community Development Director)

**CONSENT CALENDAR**

- (a) **PERSONNEL**

Approve new Job Specifications and Salary Range for a GIS/Programmer Analyst II.  
(Matt Hawkins, Administrative Services Director)

**(b) PERSONNEL**

Approve new Job Specifications and Salary Range for a Health Services Business Services Manager.

(Matt Hawkins, Administrative Services Director)

**(c) PUBLIC HEALTH – CONTRACT NO. 15-58**

Approve Contract No. 15-58 (Amendment 13 to Contract No. 13-99) with the Oregon Health Authority for the financing of Public Health Programs.

(Kalena Plath, Business Services Supervisor)

**(a) 2015-2017 COMMUNITY DISPUTE RESOLUTION PROGRAM GRANT**

Selected Community Mediation Services of Polk County as the grantee for funding under the Oregon Office of Community Dispute Resolution's 2015-2017 program grant.

(Heather Merrill, Executive Assistant)

**THE BOARD OF COMMISSIONERS WILL MEET IN EXECUTIVE SESSION  
PURSUANT TO ORS 192.660.**

**ADJOURNMENT**

POLK COUNTY PUBLIC MEETINGS AND PUBLIC HEARINGS  
GUIDELINE FOR CITIZENS

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REGULAR MEETING AGENDA

Regular meetings of the Polk County Board of Commissioners convene at 9:00 a.m. each Wednesday morning. Any person wishing to bring a matter before the Board at one of these meetings may do so by mailing or delivering written notice, concisely describing the nature of the item, to the Board of Commissioners, Polk County Courthouse, Dallas, Oregon 97338, by noon on the preceding Thursday. Unless otherwise announced, meetings are held in the Main Conference Room of the Courthouse.

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APPEARANCE OF INTERESTED PARTIES

The Board sets aside time at each regular meeting for comment by the public on subjects not appearing on the Agenda. Individuals may come forward and make any statement they wish, but not exceed three (3) minutes in length, except as is required to give concise answers to questions from Board members. If the subject will require a lengthier presentation, or merits inclusion as an item on the agenda of a future meeting, the Board shall schedule accordingly.

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PUBLIC HEARING FORMAT

Land Use

1. Chairperson opens hearing.
  - (a) Reading of hearing request or appeal statement.
  - (b) Call for abstentions (ex parte contact or conflict of interest).
2. County staff presents background, summary and its recommendation (20-minute limit).
3. Applicant (Appellant) presents his/her case (15-minute limit).
4. Public testimony. Note that all testimony and evidence must be directed toward the applicable factual and legal criteria as identified in the record and/or during this hearing. Do not repeat previous testimony. Simply note for the record that you are in agreement with that earlier testimony. Your time to present testimony is limited. **FAILURE TO RAISE AN ISSUE IN THIS HEARING, IN PERSON OR BY LETTER, OR FAILURE TO PROVIDE ADEQUATE SPECIFICITY TO AFFORD THE BOARD AN OPPORTUNITY TO RESPOND TO THE ISSUE MAY PRECLUDE LATER APPEAL TO LUBA ON THAT ISSUE.**
  - (a) Individuals in favor of the application or appeal.
  - (b) Individuals against the application or appeal. At the discretion of the Chairman, an attorney, consultant, or other designated representative of two or more individuals may be allowed the combined time for each represented individual who does not speak, not to exceed 20 minutes. The Chairman may require proof of designation.
5. Rebuttal by Applicant (Appellant - 10-minute limit).
6. Questions from Board (discussion limited to individuals questioned by the Board).
  - (a) Staff.
  - (b) Applicant (Appellant).
  - (c) Individuals testifying.
7. Chairman closes hearing and announces closing of Record.
8. Chairman announces date for deliberation and decision.
9. The Board's decision is deemed the final decision of Polk County. It may be appealed to LUBA within 21 days of its issuance in written form. The address and phone number of LUBA may be obtained from the Polk County Community Development Department and will also appear on the Notice of Decision which will be mailed to all persons who testify, submit comments, or print their name and address on the hearing attendance sheet in the back of the hearing room.