

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**MARCH 15, 2016**

1. At 9:04 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Pope and Commissioner Ainsworth were present.

2. **MINUTES**                   **COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH  
SECONDED TO APPROVE THE MINUTES OF MARCH 8, 2016.**

**MOTION PASSED UNANIMOUSLY.**

3. **COMMUNITY DEVELOPMENT BLOCK GRANT UPDATE** – Diana Cvitanovich with the Polk Community Development Corporation thanked the County for being the applicant for the Community Development Block Grant application. \$300,000 was awarded for low-income housing rehabilitation (safety and health upgrades), administration of the grant and environmental review work. The Infrastructure Finance Authority awards the grant to Polk County, who will then sub-grant to the Polk Community Development Corporation. The certifying officer for the grant is the Board Chair, unless the Board delegates someone else who will be the person who signs off on the remaining grant documents.

4. **INITIATION OF A LEGISLATIVE AMENDMENT COORDINATING AN URBAN GROWTH BOUNDARY EXPANSION WITHIN THE CITY OF DALLAS** – Mark Bernard, Senior Planner and Austin McGuigan, Community Development Director presented a memo from planning staff recommending that the Board of Commissioners initiate a legislative process to consider an Urban Growth Boundary (UGB) expansion for the City of Dallas to increase the supply of parks and recreation land. The area proposed for a Dallas UGB expansion is the Dallas Golf Club property comprised of approximately 42 acres.

**BY CONSENSUS, THE BOARD FOUND THAT THIS LEGISLATIVE AMENDMENT WOULD BE IN THE PUBLIC INTEREST AND WOULD BE OF GENERAL PUBLIC BENEFIT AND DIRECTED STAFF TO COORDINATE APPROPRIATE LEGAL FINDINGS AND ORDINANCES WITH THE CITY OF DALLAS.**

5. **LEGISLATIVE SESSION UPDATE** – Doug Schmidt, Assessor, presented a memo with the outcome of the bills affecting property taxes that were presented at the 2016 Legislative Session. Doug expressed concern with the increase of ‘permissive bills’ which allow each jurisdiction to approve (or not approve) the legislation. Doug feels that these bills create a huge inequity in programs between jurisdictions.

6. **DEPARTMENT UPDATE** – Marty Silbernagel, Community Corrections and Juvenile Director, gave an update of his departments. A new Parole Officer started yesterday, and the new PO Supervisor will be starting May 1. Marty reported that the Department has entered into an agreement with the Riverside Motel, and the first offender will be placed in that facility next week. Marty has been struggling to find local employers willing to partner with the department on reentry employment for offenders per the justice reinvestment dollars. This month is “Amnesty Month” for supervision fees (1/2 off). The first week the department collected \$7,000. Mental Health (Friday) Court started last week. There were two clients accepted into the program and Marty expects another 2-3 this week.

In the Juvenile Department, Marty informed the Board that his department will be recommending an 11-year old be remanded to a juvenile detention center (most clients are not housed there prior to the age of 12). Marty is in the process of recruiting for a Juvenile PO (received 88 applications so far). The Adolescent Community team started last month, fifteen Juveniles are participating. Marty is working with the judges to find an

alternate time for juvenile court on Mondays to allow staff time to complete court and client transports prior to 5pm.

In the Community Service program, Marty reported that last year \$6,000 was raised through the fire wood program (30 cord). The work release program through the jail is going well. Inmates are charged \$12.50/day (program earned \$1,300 last year). This work release program is used for parks maintenance and dumpstoppers.

7. **RECLASSIFICATION OF A MECHANIC/FABRICATOR** – Matt Hawkins, Administrative Services Director, presented a request to reclassify Dale Hlavinka from a Mechanic/Fabricator to Shop Foreman. This reclassification would be effective April 1, 2016 and would be an approximate \$500 impact to the 15-16 budget.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION OF A MECHANIC/FABRICATOR.**

8. **RECLASSIFICATION OF A BEHAVIORAL HEALTH COUNSELOR III** – Matt Hawkins presented a request to reclassify Dustin Breitweiser from a Behavioral Health Counselor III to a Lead Behavioral Health Counselor. This reclassification would be effective April 1, 2016 and would be an approximate \$800 impact to the 15-16 budget.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION OF A BEHAVIORAL HEALTH COUNSELOR III.**

9. **AOC DUES** – Greg Hansen, Administrative Services Officer, presented the invoice for the Association of Oregon Counties dues for the 2016 calendar year. The Board agreed to pay the mandatory dues (AOC General Fund, Public Lands, and CFTLC) but would like to wait until after the Budget Hearings to decide whether or not to pay the AOC Veterans Fund voluntary dues. This discussion will be revisited after the budget hearings.

10. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

- a. **PLACED BASED PLANNING APPLICATION** – Commissioner Pope informed the Board that the Placed-Based Planning Grant application was not funded. \$75,000 of Economic Development Funds were obligated for this project, which can now be de-obligated.

Commissioner Wheeler adjourned the meeting at 10:30 am.

Minutes: Heather Chase  
Approved: March 22, 2016