

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES May 11, 2016

1. CALL TO ORDER & ATTENDANCE

At 9:05 a.m., Commissioner Wheeler declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Ainsworth and Commissioner Pope were present.

Staff present: Greg Hansen, Administrative Officer
 Morgan Smith, County Counsel

2. ANNOUNCEMENTS

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The meetings are held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon 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.

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.

The Grand Ronde Sanitary District Budget Hearing will be held on Wednesday, May 18 at 9:15 a.m. in the Courthouse conference room, 850 Main St., Dallas, OR 97338.

The Polk Extension Service District Budget Hearing will be held on Wednesday, May 18 at 1:30 p.m. in the Courthouse conference room, 850 Main St., Dallas, OR 97338.

3. COMMENTS (FOR ITEMS NOT ON THIS AGENDA)

4. APPROVAL OF AGENDA

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE AGENDA.

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF CONSENT CALENDAR

Item F, Contract 16-58 with West Valley Hospital for pass-through dollars for the Central School Based Health Center, and Item G, new job specification and salary range for an Administrative Support Supervisor were added to the Consent Calendar.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE CONSENT CALENDAR AS AMENDED.

MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MINUTES OF BOARD MEETING OF MAY 4, 2016

MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF THE BOARD MEETING OF MAY 4, 2016.

MOTION PASSED UNANIMOUSLY.

7. LIFESAVING AWARD PRESENTATION

Eric Berry, County Surveyor, Lincoln County Deputy Eric Larson, and Lincoln County Reserve Deputy Shelby Baker were recognized with Lifesaving Awards.

8. LENGTH OF SERVICE AWARDS

The following employee was recognized for their length of service to the County:
Julie Hurlburt – 20 years

At 09:15 a.m., County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660(2)(h) to consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed. Although the public is excluded, no vote may be taken in executive session. Written minutes from the meeting are on file in the Board of Commissioners' office, but are confidential under ORS 192.660.

Commissioner Wheeler called the meeting back into regular session.

BY CONSENSUS, THE BOARD DIRECTED STAFF TO PROCEED AS DISCUSSED.

Commissioner Wheeler adjourned the meeting at 9:30 am.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

- (a) **ORDER 16-07**
Adopt Order 16-07 in the matter of appointing Donald Hoffman to the Polk County Dog Board.
- (b) **RESOLUTION 16-08**
Adopt Resolution 16-08 in the matter of a Section 3 Plan to comply with 24CFR, Part 135 of the US Department of Housing and Urban Development Section 3
- (c) **APPOINTMENTS TO THE POLK COUNTY PLANNING COMMISSION**
Consider appointing Scott Olson and Shawn Hussey to the Planning Commission.
- (d) **POLK COUNTY AFFIRMATIVE ACTION PLAN AND EQUAL OPPORTUNITY EMPLOYER POLICY**
Re-adopt the Affirmative Action Plan and Equal Opportunity Employer Policy.
- (e) **BOARD OF COMMISSIONERS - CONTRACT 16-57**
Approve Contract 16-57, Memorandum of Understanding with the Polk County Fair Board regarding the operations of the Polk County Fairgrounds and Event Center.
- (f) **FAMILY & COMMUNITY OUTREACH - CONTRACT 16-58**
Approve Contract 16-58 with the West Valley Hospital for the Central School Based Health Center.
- (g) **NEW JOB SPECIFICATION & SALARY RANGE**
Approve new job specification and salary range for the position of Administrative Support Specialist within the Sheriff's Office.

POLK COUNTY BOARD OF COMMISSIONERS

Jennifer Wheeler, Chair

Mike Ainsworth, Commissioner

Craig Pope, Commissioner

Minutes: Heather Chase
Approved: May 18, 2016