

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES October 26, 2016**

**1. CALL TO ORDER & ATTENDANCE**

At 9:03 a.m., Commissioner Wheeler declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Pope and Commissioner Ainsworth was present.

Staff present:           Greg Hansen, Administrative Officer  
                              Matt Hawkins, Administrative Services Director  
                              Morgan Smith, County Counsel  
                              Mark Bernard, Senior Planner  
                              Austin McGuigan, Community Development Director

**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 Board of Commissioners will attend a meeting of the Local Public Safety Coordinating Council, Monday, November 7, 2016 at noon in the Courthouse conference room.

**3. COMMENTS (FOR ITEMS NOT ON THIS AGENDA)**

**4. APPROVAL OF AGENDA**

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

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

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

**MOTION PASSED UNANIMOUSLY**

**6. APPROVAL OF MINUTES OF BOARD MEETING OF OCTOBER 19, 2016**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF THE BOARD MEETING OF OCTOBER 19, 2016.**

**MOTION PASSED UNANIMOUSLY**

At 09:05 a.m., Commissioner Wheeler asked if there was a need for executive session. Staff answered that there was not and the meeting was adjourned.

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

- (a) **ORDINANCE NO. 16-03**  
Adopt Ordinance 16-03 In The Matter Of Plan Amendment PA 15-02 And Zone Change ZC 15-01 on a 0.7 Acre Parcel Zoned Eola Unincorporated Community Commercial At Township 7S, Range 4W, Section 26A, Assessment Map Tax Lots 2400 and 2500
- (b) **BOARD OF COMMISSIONERS – CONTRACT NO. 16-186**  
Approve Contract #16-186 with the Oregon Association of County Engineers and Surveyors to create the Oregon Association of County Engineers and Surveyors.
- (c) **HEALTH SERVICES – CONTRACT NO. 16-187**  
Approve contract 16-187 with Tim Taylor for Mental Health services.
- (d) **HEALTH SERVICES – CONTRACT NO. 16-188**  
Approve contract 16-188 with Oregon Health Authority for additional funds.
- (e) **PERSONNEL – JOB SPECIFICATION**  
Approve job specification and salary range for Community Development Technician I and Community Development Technician II

**POLK COUNTY BOARD OF COMMISSIONERS**

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Jennifer Wheeler, Chair

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Mike Ainsworth, Commissioner

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Craig Pope, Commissioner