

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
November 8, 2016

1. At 9:00 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth and Commissioner Pope were present.

2. **MINUTES** **COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE**
SECONDED TO APPROVE THE MINUTES OF NOVEMBER 1, 2016.

MOTION PASSED UNANIMOUSLY.

3. **DEPARTMENT UPDATE** – Brent DeMoe, Family & Community Outreach Director, provided an update on the Family and Community Outreach (FCO) Department:

a. A few times a year, FCO holds a community training to introduce community partners, educators, law enforcement, etc. to the social services offered through the County and in the community. The next training is scheduled for next week and Brent requested a Commissioner attend to give the welcoming/opening address. Commissioner Ainsworth volunteered.

b. Beginning on November 15, the Monmouth/Independence Resource Center site will have expanded operating hours on Tuesdays and Thursdays, and additional community partners stationed there. OHSU has recently received a grant with the CCO that will station 8 nurses at the clinic to intake clients and refer them to health resources, in addition to follow-up home visits. A large freezer was donated that will provide the capacity for frozen food to be donated out of this location as well.

c. The “Help Fill Our Home” drive was a success, new storage space is full of new and gently used household items that will be donated to families in need (new mattresses are still needed). The facility will be open to donations one Saturday a month, and will be facilitated by the Dallas Ministerial Alliance. Brent is still working on a system for distributing the items.

d. The Salem Health Foundation has offered to do the printing for the newly created resource guides in English and in Spanish, saving over \$10,000 in printing costs.

e. FCO is working with Marion County on a Court Care grant to provide childcare for people with court dates, jury duty, even behavioral health or public health appointments. The Judges are on board with this program. The Family Building Blocks relief nursery in the Academy Building has the capacity to provide this service, just need a way to find the \$20,000 required to fund it.

4. **RECLASSIFICATION OF OFFICE SPECIALIST II** – Matt Hawkins, Administrative Services Director, presented a request for a reclassification of Jennifer Segovia from an Office Specialist II to an Office Specialist III. This reclassification would be effective November 1, 2016 and has a 12-month fiscal impact of approximately \$2,500.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.

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

- a. **PROPERTY TAX ASSISTANCE PROGRAM** – Morgan Smith, County Counsel, and Linda Fox, Treasurer, updated the Board on the MOU on the Consent Calendar at tomorrow's meeting. This agreement will allow Polk County to receive funds from the State for payments on delinquent property taxes from eligible landowners who apply for the program through the Oregon Affordable Housing Assistance Corporation.

- b. **DEJONG ROAD UPDATE** – Todd Whitaker, Public Works Director, reminded the Board of the ongoing drainage violations by Paul Kuehne (Creekside Valley Farms) on DeJong Road. The last time the Board discussed this, the property owner was granted additional time to address the five violations. However, the property owner has not followed through. Staff has drafted a new letter to send to the property owner outlining the actions that the Public Works Department will be taking to remediate the hazards, and the costs for the remediation, which will be billed to the landowner. Todd will be trying to get an agreement in place with the landowner (within 60 days) to attempt to find an in-the-right-of-way solution for violation number 5, or not then public works will proceed as described in the letter.

Commissioner Wheeler adjourned the meeting at 9.42 am.

Minutes: Heather Chase
Approved: November 22, 2016