

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**November 22, 2016**

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

2. **MINUTES**                   **COMMISSIONER POPE MOVED, COMMISSIONER WHEELER  
SECONDED TO APPROVE THE MINUTES OF NOVEMBER 8, 2016.**

**MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.**

3. **LP 16-15 APPEAL** – Sidney Mulder, Associate Planner and Austin McGuigan, Community Development Director, presented a memo regarding a planning application for an improperly formed parcel that was denied. The Landowners appealed the decision, and the Board now must determine the hearings body and direct staff to set the matter for a public hearing. Staff is recommending the Board set the hearing before the Hearings Officer.

**BY CONSENSUS, THE BOARD DIRECTED STAFF TO SCHEDULE A PUBLIC HEARING BEFORE THE  
POLK COUNTY HEARINGS OFFICER PURSUANT TO PCZO 111.280 AND PROVIDE NOTICE.**

4. **DEPARTMENT UPDATE** – Katrina Rothenberger, Public Health Manager and Noelle Carroll, Health Services Director, provided an update on the Public Health Department. The department has three focus areas for the upcoming year: Immunizations, Health Advisory Board, and Public Health Modernization.

- a. Immunizations: The department is concerned that local primary care providers are not providing vaccines to children on OHP, and are instead referring them to the Public Health Department.
- b. Health Advisory Board: Katrina will be recommending at their annual meeting in January a revision to the by-laws.
- c. Public Health Modernization: Oregon Health Authority has dedicated \$21 million to local public health authorities. There will be a meeting on January 20th educate partners on the steps for implantation planning.

5. **ECLIPSE EVENT** – Chelsea Metcalfe and JD Shinn with the Dallas Chamber of Commerce and Visitors Center gave an update on the Eclipse Task Force. The cosmic event is scheduled for August 21, 2017 at 10:21 am. The Visitors Center requested permission to use both the Academy Building lawn and Courthouse lawn Friday – Monday for events and viewing areas. The City of Dallas will also be closing many downtown roads that morning. The Board encouraged Chelsea to contact the presiding judge to discuss canceling or moving court that day because of the traffic impact.

6. **HARMONY ROAD UPDATE** – Hans Koennecke, Mike Moritz, and Virginia Veach, residents of Harmony Road, attended to get an update on the status of the Community Development and Public Works citations against 9100 Harmony Road. The landowner voluntarily mediated two citations (concrete planter in the right of way and removal of signs on fence), but are still using an illegal driveway access and operating an illegal business. The illegal business has a hearing scheduled with the Court on December 19. County staff feel that the illegal driveway access will be remedied once the illegal operation of the business is stopped. The residents of harmony road encouraged fines to be used as an addition tool to gain compliance from the landowner. The residents also expressed concern with the new chevron signs installed on the corner and their close access to the road, impeding large farm equipment who are trying to turn. This concern will be forwarded to Public Works.

7. **NON-LISTED ITEMS** – (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)
  - a. **OUT OF STATE TRAVEL REQUEST** – Noelle Carrol requested permission to send three staff to Maryland in March for an Electronic Health Record training.

**BY CONSENSUS, THE BOARD APPROVED THE OUT OF STATE TRAVEL REQUEST.**

Commissioner Wheeler adjourned the meeting at 10:05 am.

Minutes: Heather Chase

Approved: November 29, 2016