

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES November 30, 2016**

**1. CALL TO ORDER & ATTENDANCE**

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

Staff present:           Greg Hansen, Administrative Officer  
                              Matt Hawkins, Administrative Services Director  
                              Morgan Smith, County Counsel  
                              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.

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

**4. APPROVAL OF AGENDA**

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

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

**5. APPROVAL OF CONSENT CALENDAR**

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

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

**6. APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 23, 2016**

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE THE MINUTES OF NOVEMBER 23, 2016**

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

**7. CODE ENFORCEMENT COMPLAINT**

Lanny & Juanita Robson, 1160 Willow Creek Dr. NW attended the meeting to follow up on a code enforcement complaint they filed against a neighboring property. The tenant of the property (the stepson of the property owner) has been illegally operating a sawmill on the property.

The complaint was filed September 23, Code Enforcement Officer Jerry Jackson has visited the property multiple times. The tenant has voluntarily complied with addressing some of the code enforcement issues, and has until December 1, 2016 to submit a conditional use application. However, the tenant has not yet gotten an application or contacted the Community Development Department regarding this application. The Board explained that once the deadline has passed, Jerry Jackson will determine what the next steps will be.

At 09:30 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 9:50 am.

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

- (a) **DOG BOARD REAPPOINTMENT**  
Reappoint Delbert Hoekstre to the Dog Board, term to expire December 31, 2019.
- (b) **HEALTH ADVISORY BOARD REAPPOINTMENTS**  
Reappoint Angela Docherty and Patricia Dutcher to the Health Advisory Board, terms to expire December 31, 2018.
- (c) **BEHAVIORAL HEALTH – CONTRACT NO. 16-204**  
Approve Contract 16-204 (Amendment 10 to Contract 15-84) with the Oregon Health Authority for additional funding for problem gambling prevention.

**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