

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**September 12, 2017**

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth and Commissioner Wheeler were present.
2. **MINUTES**            **COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER  
SECONDED TO APPROVE THE MINUTES OF AUGUST 29 AND SEPTEMBER 5, 2017.**  
**MOTION PASSED UNANIMOUSLY**
3. **OUT OF STATE TRAVEL REQUEST** – Captain Isham presented an out of state travel request for Sgt. Jenkins to attend a “Train the Trainer” Verbal De-escalation training in Las Vegas, September 25-29. The fiscal impact is approximately \$2,000 from the Sheriff’s training budget.  
  
**BY CONSENSUS, THE BOARD APPROVED THE OUT OF STATE TRAVEL REQUEST.**
4. **DALLAS YOUTH GARDEN ECO DEVO APPLICATION** – Dean Anderson with the Dallas Youth Garden presented their Business Development Grant Application. The Dallas Youth Garden is a job-training program for local youth. This application is for \$4,000 for stipends for nine interns. In kind donations are also received from the City of Dallas (water), Trinity Lutheran (land), and Master Gardner’s (plants). Food harvested from the garden is donated to the Willamette Valley Food Assistance Program. Dean explained that over the last few months, the program has applied for and received non-profit status.  
  
**BY CONSENSUS, THE BOARD APPROVED THE DALLAS YOUTH GARDEN’S BUSINESS DEVELOPMENT GRANT REQUEST.**
5. **CHAPTER 51 UPDATE** – Todd Whitaker, Public Works Director, presented his proposed updates to the Polk County Code of Ordinances Chapter 51. These changes will allow Public Works a more expedient means of restricting parking on county roads and establishes a public appeals process to the Board of Commissioners for final determination in whether parking restrictions should remain, be modified, or removed. The formal approval for the Ordinance changes will be on next Wednesday’s agenda.
6. **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 POLICY** – Greg Hansen, Administrative Officer, asked the Board to consider a policy change for out of state travel requests, to give the Department Heads authority to approve or not. Staff will draft a memo for future consideration.

Commissioner Pope adjourned the meeting at 09:21 am.

Minutes: Heather Chase  
Approved: September 19, 2017