

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES June 26, 2019

1. CALL TO ORDER & ATTENDANCE

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

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

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)

a) Brad Schmidt from Camp Tapawingo located on Black Rock Rd in Falls City appeared at the Board meeting to tell the Board the upcoming project will shut down the main route to the camp and the detour route being suggested isn't a viable route for the delivery trucks and buses that will be coming to camp. This is their busiest time of year and they have groups coming every week into September. He has spoken with Public Works and understand that the Federal Grant runs out so they cannot put it off to next year. Commissioner Pope stated that he was under the impression that there was a meeting scheduled with Greg Hansen, Administrative Officer, and Todd Whitaker, Director of Public Works to discuss other alternatives that would not disrupt the camp so much. That meeting was scheduled but Brad and his wife were not able to attend. Mr. Schmidt stated that he and his wife are very concerned that there is a very short period of time for them to find a resolution to the issue. Greg stated that this is a FEMA project and Public Works was planning to build a temporary bridge so it wouldn't impact the camp but the contractor doesn't believe that is a good solution. He stated that instead they are pursuing the option of pushing the project out to the end of September and into October. Because it is a Federal project the contractor will have to submit a form to delay the project but doesn't believe it will be a problem because they should be able to get the project done in thirty days. Mr. Schmidt was very pleased with this answer and thanked the Board for letting him speak and will wait to hear from Greg about things moving forward.

4. APPROVAL OF AGENDA

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

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MINUTES OF BOARD MEETING OF JUNE 19, 2019

MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF JUNE 19, 2019.

MOTION PASSED UNANIMOUSLY.

**7. PUBLIC HEARING – ADOPTION OF THE 2019-2020 BUDGET
RESOLUTION NO. 19-09**

Greg Hansen urges the Board to adopt Resolution No. 19-09 in the matter of the Polk County Budget, Appropriation of funds and imposing of taxes for fiscal year beginning July 1, 2019. He stated that the Polk County Budget Committee met April 9-1, 2019, and tentatively approved the 2019-2020 fiscal year budget. During those deliberations the Budget Committee reviewed all of the budgets for the County's departments/divisions.

On May 29, 2019, the Budget Committee reconvened and formally approved the County budget with changes to the General Fund, Public Works, Doaks Ferry Road Fund, Health Services, and Behavioral Health fund. Also, the Budget Committee set a property tax rate and the rate for the Public Safety operating Levy. He has provided them with a summary of the budget recommended for adoption as well as budget resolution No. 19-09. The Resolution for their consideration has total appropriations in the amount of \$95,202,030. The permanent property tax rate being considered in the resolution is \$1.716/\$1,000 which is the permanent rate established by the Department of Revenue for Polk county. The amount for the Public Safety operating Levy is \$0.425/\$1,000.

The total recommended changes for the adopted budget amounted to a \$300,000 decrease in appropriations. The General Fund saw a decrease of \$300,000 due to lower beginning fund balance. The budget for Polk County is \$95,202,030. This is an approximate 23.8% increase over last year's adopted budget. The major reasons for this increase is the scheduled construction projects (approximately \$14.5 million).

Commissioner Pope opens the Public Hearing for public comment. Hearing no public comment Commissioner Pope closed the Public Hearing.

MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE RESOLUTION NO. 19-09 IN THE MATTER OF THE POLK COUNTY BUDGET, APPROPRIATION OF FUNDS AND IMPOSING OF TAXES FOR FISCAL YEAR BEGINNING JULY 1, 2019.

MOTION PASSED UNANIMOUSLY.

8. RECLASSIFICATION OF MEDICAL CLERK I

Matt Hawkins, Administrative Services Director, is recommending the reclassification of a Medical Clerk I in Public Health to a Billing Specialist. Specifically this request is for Letty Barragan. After an audit of Letty's position it was discovered that the majority of her time is acting within the job specification of a Billing Specialist. If the reclassification is approved it would be effective July 1, 2019 and the fiscal impact would be approximately \$1,151 including PERS contributions for a 12 month period.

BY CONSENSUS, THE BOARD APPROVED STAFF RECOMMENDATION TO RECLASSIFY LETTY BARRAGAN FROM A MEDICAL CLERK I TO A BILLING SPECIALIST, EFFECTIVE JULY 1, 2019.

9. RECLASSIFICATION OF A ROAD MAINTENANCE WORKER

Matt Hawkins is recommending that Alec Meaut be reclassified from a Road Maintenance Worker to a Heavy Equipment Operator. Since the retirement of another Operator Public Works has been using Alec to operate the grader. Alex has performed at a high level and completed the necessary on the job training to become a Heavy Equipment Operator.

Todd Whitaker, Public Works Director has made this request for reclassification. If this reclassification is approved it will be effective July 1, 2019 and the fiscal impact would be approximately \$3,635 including PERS contributions for a 12 month period.

BY CONSENSUS, THE BOARD APPROVED STAFF RECOMMENDATION TO RECLASSIFY ALEC MEAUT FROM A ROAD MAINTENANCE WORKER TO A HEAVY EQUIPMENT OPERATOR, EFFECTIVE JULY 1, 2019.

At 09:26 a.m., County Counsel announced that the meeting was recessed to Executive Session pursuant to 192.660(2)(E) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Commissioner Pope called the meeting back into regular session.

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER AINSWORTH SECONDED, PROCEED AS DISCUSSED IN EXECUTIVE SESSION.

MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:47 a.m.


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

CONSENT CALENDAR

- (a) **CONTRACT NO. 19-73- DISTRICT ATTORNEY'S OFFICE**
Approve Contract No. 19-73, a cooperative agreement with the Department of Justice, Child Support Services that includes the requirements to be followed by the District Attorney and in return the County receives federal funds.

- (b) **CONTRACT NO. 19-75 – HEALTH SERVICES**
Approve Contract No. 19-75 with Whitney Sherer to provide mental health services to referred Polk County Mental Health individuals.

POLK COUNTY BOARD OF COMMISSIONERS



Craig Pope, Chair



Mike Winsworth, Commissioner

not available for signature

Lyle Mordhorst, Commissioner

Minutes: Ciera Atha
Approved: July 3, 2019