

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
March 24, 2020

1. At 9:00 a.m., Commissioner Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Mordhorst and Commissioner Pope were present.
2. **MINUTES** : **COMMISSIONER MORDHORST MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF MARCH 17, 2020**
MOTION PASSED UNANIMOUSLY.
3. **NON-LISTED ITEMS** - (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

(a) **FACILITY UPDATE** – Matt Hawkins, Administrative Service Director, gave an update on the measures the county has taken to keep employees and public safer during this Covid 19 situation. He informed them that according to the Order they passed yesterday the building was closed down to the general public effective at 5:00 p.m. last night. The second floor they are working to install Plexiglas to protect the employees and public that do come in by appointment. We have posted the numbers to every department on the outside of the building and they are triaging calls and making appointments and somebody will go in and let them in at the scheduled appointment time. We have placed hand sanitizer through the building for staff and the public. The windows being put in are expected to be finished tomorrow. Right now somebody is standing by the door during this public meeting to let anybody in if they show up. At the Academy Building they have one door that is unlocked because of the nature of their business. They have somebody stationed at that entrance to direct people if needed. Monmouth office is closed and West Salem office is open the way it has been because it is already a secure facility.

(b) **PUBLIC WORKS**– Morgan Smith, County Counsel, informed the Board the Todd Whitaker, Director of Public Works, might be coming to the meeting to discuss a contract award for some paving projects because the protest period expired yesterday. Greg Hansen, Administrative Officer, stated that he will be recommending that the Board award the contract for the two paving projects that we have scheduled sometime May through August. Todd Whitaker arrived and asked the Board approval to award contract for the low bidders last week, they went through the seven day protest period and there has been no protest. He is recommending the paving contracts schedule A to Riverbend in the amount of \$863,959 and schedule B to Knife River in the amount of \$311,266.50. If approved today he will prepare the contracts and get them on the consent calendar for next Wednesday Board meeting to be signed.

BY CONSENSUS, THE BOARD APPROVED STAFF RECOMMENDATION TO AWARD CONTRACTS TO RIVERBEND AND KNIFE RIVER.

Todd told the Board the Public Works office is closed to the public except by appointment. Today they added that they are closing off the shop to any sales representatives. They will still accept parts and supply deliveries. They have had the Surveyor working from home because he is the only one they have and they don't want to risk him being exposed.

Commissioner Ainsworth adjourned the meeting at 9:28 am.

Minutes: Ciera Atha
Approved: March 31, 2020