

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES June 16, 2021**

**1. CALL TO ORDER & ATTENDANCE**

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

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

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. Each meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principle 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. The Board also holds a department staff meeting at 9:00 a.m. on every Monday in the Commissioners Conference Room at 850 Main Street, Dallas, Oregon.

There will be a public hearing held on the approved budget for Polk County fiscal year 2021-2022 on June 30, 2021 in conjunction with the Board of Commissioners' meeting at 9:00 a.m., located at 850 Main Street, Dallas.

There will be a public hearing held in regards to the budget for Polk County Extension Service District, fiscal year 2021-2022 on June 30, 2021 at 11:00 a.m., located at 850 Main Street, Dallas.

**3. COMMENTS**

None.

**4. APPROVAL OF AGENDA**

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

**5. APPROVAL OF CONSENT CALENDAR**

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

**6. APPROVAL OF MINUTES OF BOARD MEETING OF JUNE 9, 2021**

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE MINUTES OF JUNE 9, 2021.

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

**7. GENERAL LIABILITY/PROPERTY INSURANCE**

Greg Hansen, Administrative Officer, explained that the County's General Liability and property insurance policy end on June 30, 2021. Ken Woods, Insurance Agent, gave a brief background of the County insurance and explained the proposed insurance coverage. Ken explained that every few years he hires somebody to appraise all of the County facilities. There will be an increase in the premiums due to additional buildings and inflation. There are discounts that the county qualifies for and the retro liability policy, which is what he recommends, is also expected to save the county money. The county has \$1 million in Cyber Security coverage, which is the most that is available.

Staff recommends purchasing General Liability in the amount of \$551,943.75 less a deductible of -\$238,247 for a net of \$313,696.75; Purchase Automobile Liability insurance in the amount of \$40,540.56; purchase Auto Physical Damage in the amount of \$30,604.11; purchase Property/Broiler insurance from CCIS in the amount of \$110,107.36 for buildings and contents; purchase the optional Crime Coverage in the amount of \$1,721; purchase the option Cyber Security (\$950,000 coverage) in the amount of \$22,476.74; Purchase a rider for coverage for two(2) drones in the amount of \$1,000; utilize the multi-line credit of -\$25,276.74 (7.5% of premium).

**8. WORKERS' COMPENSATION INSURANCE – CARRIER SELECTION**

Greg Hansen, Administrative Officer, explained that the County's Workers Compensation Insurance ends on June 30, 2021. Mr. Hansen recommends selecting SAIF as the Workers' Compensation Insurance carrier for the County and selecting a modified 170% Retro Plan as its plan for fiscal year 2021-2022.

Ken Woods gave a brief overview of the County's Workers compensation claims, and explained that the County has had 6 years with very few claims which helped the County's experience mod, which is .87.

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF GENERAL LIABILITY AND PROPERTY INSURANCE AS PROPOSED.**

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

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF WORKERS COMPENSATION INSURANCE THROUGH SAIF AS PROPOSED.**

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

At 9:15 a.m. County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660 (d) to conduct deliberations with person designated by the governing body to carry on labor negotiations.

The Board returned to regular session at 9:21 a.m. and the meeting was adjourned.

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

- (a) CONTRACT NO. 21-83 – COMMUNITY CORRECTIONS**  
Approve Contract NO. 21-83 with River of Life House to  
Provide transitional housing for at risk clients.

- (b) **CONTRACT NO. 21-88 – AFSCME LABOR AGREEMENT**  
Approve Contract No. 21-88 to ratify the labor agreement between Polk County and AFSCME for a period of July 1, 2021 through June 30, 2023.
- (c) **CONTRACT NO. 21-91 – PUBLIC HEALTH**  
Approve Contract No. 21-91 with the State of Oregon, Department of Administration to receive \$518,967.99 for vaccination efforts.
- (d) **COVID VACCINATION EQUITY PLAN**  
Approve the Equity Plan and Activities list submitted by Polk County Public Health.
- (e) **CONTRACT NO. 21-94 – BEHAVIORAL HEALTH**  
Approve Contract No. 21-94 with the City of Salem to provide mobile crisis response team services to Polk County.

**POLK COUNTY BOARD OF COMMISSIONERS**

Not available for signature  
Craig Pope, Chair

  
Mike Ainsworth, Commissioner

  
Lyle Mordhorst, Commissioner