

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES June 21, 2012

1. CALL TO ORDER & ATTENDANCE

At 9:01 a.m., Chairman Ainsworth declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Pope and Commissioner Wheeler were present. A CD of the proceedings is on file in the Board of Commissioners' Office.

Staff present: Greg Hansen, Administrative Officer
 Dave Doyle, County Counsel

2. ANNOUNCEMENTS

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. The Tuesday meeting is held in the Board of Commissioners' Office Conference Room, 850 Main Street, Dallas, Oregon. The Wednesday 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 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.

The Board of Commissioners will attend a meeting of the Polk Commission for Children and Families on Tuesday, June 26, 2012 from 4:30 to 7:30 pm at the Dallas School District offices, 111 SW Ash St., Dallas, OR 97338.

The Board of Commissioners will conduct a public hearing regarding the adoption of the Fiscal Year 2012-2013 Budget, Wednesday, June 27, 2012 at 9:00 a.m. in the Courthouse conference room.

The Board of Directors for the Polk County 4-H, Master Gardner, Agriculture, Forestry Extension District will hold a public hearing regarding the adoption of the Fiscal Year 2012-2013 Budget, Wednesday, June 27, 2012 at 1:30 p.m. in the Courthouse conference room.

There will be no Board Meeting on Wednesday, July 4, 2012 due to Independence Day.

The Board of Commissioners will conduct a public hearing regarding proposed amendments to the Polk County Code of Ordinances - Chapter 42 (Dogs and Livestock), Wednesday, July 11, 2012 at 9:00 a.m. in the Courthouse conference room.

The Board of Commissioners will attend a West Oregon Forest Protective Association summer tour on Friday, July 13, 2012, departing at 9:00 am from the Toledo Department of Forestry Office, 763 NW Forestry Rd., Toledo, OR 97391.

3. COMMENTS (for items not on this agenda)

4. APPROVAL OF AGENDA

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

MOTION PASSED UNANIMOUSLY.

5. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED UNANIMOUSLY.

6. APPROVAL OF MINUTES OF June 13, 2012

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF JUNE 13, 2012.

MOTION PASSED UNANIMOUSLY.

7. GENERAL LIABILITY/PROPERTY INSURANCE - FISCAL YEAR 2012-2013

Greg Hansen, Administrative Officer explained that the County's general liability and property insurance policy ends on June 30, 2012. The options for the County are either to continue with CIS or self-insure. Staff recommends purchasing General Liability in the amount of \$168,192; Automobile Liability in the amount of \$18,303; Auto Physical Damage in the amount of \$13,483; Property/Boiler in the amount of \$57,926; Crime Coverage in the amount of \$1,569; and utilize the multi-line credit of \$13,790.

Ken Woods with Craven/Woods Insurance gave a brief overview of the history of the County insurance and current claims, and explained the proposed insurance coverage. Ken informed the Board that the cost this year is higher than last year because CIS was able to issue a distribution credit last year that is not available this year.

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF GENERAL LIABILITY AND PROPERTY INSURANCE AS PRESENTED.

MOTION PASSED UNANIMOUSLY.

8. WORKERS COMPENSATION INSURANCE - CARRIER SELECTION

Greg Hansen explained that the County's Workers Compensation Insurance ends on June 30, 2012. Staff recommends continuing to purchase Workers Compensation Insurance through CIS in a 130% Retro Plan for fiscal year 2012-2013, which bases the premium on experience modifications.

Ken Woods gave a brief overview of the County's Workers Compensation claims, and explained the retro vs. standard policy and how experience modifications are calculated. For the upcoming year, the County's experience modification is .84.

MOTION: COMMISSIONER WHEELER MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE STAFF RECOMMENDATIONS FOR THE PURCHASE OF WORKERS COMPENSATION INSURANCE AS PRESENTED.

MOTION PASSED UNANIMOUSLY.

9. RESOLUTION 12-07 - YEAR END MODIFICATIONS TO 2011-2012 BUDGET

Greg Hansen presented Resolution 12-07 in the matter of transferring appropriations within multiple funds for fiscal year 2011-2012. Greg explained that the County has to adjust the current budget prior to the end of the fiscal year in order to prevent violating the Oregon budget law.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED, TO APPROVE RESOLUTION 12-07.

MOTION PASSED UNANIMOUSLY.

At 10:06 a.m., Chairman Ainsworth asked if there was need for an Executive Session. Staff answered that there was not and the meeting was adjourned.

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

(a) CORRECTIONS – CONTRACT NO. 12-60

Approved Cont #12-60 with Clear Paths, Inc for alcohol and drug counseling services.

(b) CORRECTIONS – CONTRACT NO. 12-61

Approved Cont #12-61 with Clear Paths, Inc for alcohol and drug counseling services for Drug Court participants.

(c) CORRECTIONS – CONTRACT NO. 12-62

Approved Cont #12-62 with TMI Test Services, LLC for polygraph services for indigent and partially indigent adult sex offenders.

(d) CORRECTIONS – CONTRACT NO. 12-63

Approved Cont #12-63 with Karen Cox, MSW for sex offenders treatment for indigent and partially indigent adults under the supervision of Polk County.

(e) CODE ENFORCEMENT – CONTRACT NO. 12-64

Approved Cont #12-64, Personal Service Contract between Polk County and Jerry Jackson to provide Code Enforcement services.

(f) USDA/APHIS/WILDLIFE SERVICES – CONTRACT NO. 12-65

Approved Cont #12-65 (amendment 1 to Cont #11-133) between Polk County and USDA, APHIS, Wildlife Services for to extend FY 2011-2012 contract end-date.

(g) COMMUNITY DEVELOPMENT – CONTRACT NO. 12-66

Approved Cont #12-66, agreement with Burrows Consulting to provide Building inspection services.

(h) COMMUNITY DEVELOPMENT – CONTRACT NO. 12-67

Approved Cont #12-67, agreement with Robert Oliver to serve as Hearings Officer.

(i) JUVENILE – CONTRACT NO. 12-70

Approved Cont #12-70 with Yamhill County for five juvenile detention beds for FY 2012-2013.

POLK COUNTY BOARD OF COMMISSIONERS

Mike Ainsworth, Chair

Craig Pope, Commissioner

Minutes: Heather Alvarez
Approved: June 27, 2012

Jennifer Wheeler, Commissioner