

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**June 26, 2012**

1. At 9:02 a.m., Chairman Ainsworth declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Pope was present, Commissioner Wheeler was excused.
2. **MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE MINUTES OF JUNE 19, 2012.**

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

3. **COMMISSION UPDATE**

Brent DeMoe, Manager for the Children and Families Commission and Kimberly Ayers, PCCCF Chair reminded the Board that the Commission will be holding a work session on June 26 at 4:30 at the Dallas School District offices. Each of the Commissioners are scheduled on the Agenda and will be discussing what services and programs the County would like the Commission to focus on for the upcoming year. The Commissioners' expressed confidence in the PCCCF and wants to assure the members that the Commission is important and will endure to continue to provide much needed services in the community, regardless of funding.

4. **SUPPORT LETTER**

Cameron Craig with Hampton Affiliates introduced himself and informed the Board that Hampton owns the Fort Hill Lumber Mill site and the mill site in Willamina. Currently the Fort Hill site is vacant, with no buildings. Hampton would like to sell the property, and is working to acquire the Oregon Industrial Site Certification through Business Oregon to assist in the process. One of the items needed to attain the certification is a letter of support from the County that guarantees a 180-day process for the permits once a completed application is received for future development on the property. The Board would like to discuss this property with the Planning Department before a letter is drafted.

5. **LGPI DUES**

Greg Hansen, Administrative Officer presented the annual membership renewal invoice for the Local Government Personnel Institute (LGPI), which provides labor relations and HR assistance, and in the past has assisted with binding arbitration, auditors, and employee disciplinary actions. The dues for the upcoming year are \$2,431, and are budgeted for 2012-2013. Staff recommends the Board renew the membership.

**BY CONSENSUS, THE BOARD APPROVED THE MEMBERSHIP RENEWAL FOR THE LGPI.**

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**

Stacie Chance, Health and Human Services Director reported that an Addictions Team Member will be attending a National Conference on Problem Gambling in Milwaukee, WI in July. The conference and travel expenses have been paid out of pocket by the employee, and the employee had requested to use vacation time to attend. However, since the conference is relevant to the employee's job, Stacie is requesting that the Board cover the employee's salary for the four days that he will be at the conference instead of using vacation time.

**BY CONSENSUS, THE BOARD APPROVED THE TRAVEL REQUEST.**

Chairman Ainsworth recessed the meeting at 9:26 a.m.

Chairman Ainsworth reconvened the meeting at 10:02 a.m.

7. **PLANNING COMMISSION INTERVIEW**

Austin McGuigan, Community Development Director attended the meeting to assist with interviewing Dennis Brown, who has applied to fill a vacant position on the Polk County Planning Commission.

Chairman Ainsworth adjourned the meeting at 11:02 a.m.

Minutes: Heather Alvarez

Approved: July 3, 2012