

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
October 16, 2012

1. At 9:00 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Pope was present. Commissioner Ainsworth was excused.
2. **MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF OCTOBER 9, 2012.**

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

3. **CLERK DEPARTMENT UPDATE**

Val Unger, County Clerk gave a report on the recent activities of her office. Staff has been processing new voter registrations, for which the deadline is today, online voter registration is also up. Voter registration updates can be done through Election Day. Ballots will be delivered to the post office on Friday. There will be some temporary workers starting on Thursday to assist staff with ballot processing through the end of the election.

Recordings are slowly increasing, and half are now done through e-recording, which saves time. Marriage licenses are now available online also.

4. **STREETSCAPE PLAN**

Jason Locke, Community Development Director for the City of Dallas, David Shay, Chairman of the Urban Renewal Advisory Committee, and Chelsea Pope, Chamber of Commerce Executive Director attended the meeting to update the Board on the Streetscape plan.

The Advisory Committee and the City had developed three possible options, which were voted and commented on by the public through the City website, Summerfest Booth, open house, chamber presentation, and other forums. Over the next two months, the public comments will be reviewed and the Advisory Committee will make a recommendation to the City of Dallas.

Jason Locke informed the Board that once the streetscape plan option is chosen, a more accurate budget can be calculated, but initial estimates for the options would be a minimum of \$700,000. The City has been working closely with ODOT to design the options around ODOT regulations for a State Highway, which should make the permitting process more streamlined once construction is ready to begin in the summer of 2013.

Commissioner Wheeler expressed concern with how the Courthouse lawn and sprinkler system might be impacted by the improvements. The City assured that the impact would be minimal because the plan would be widening the sidewalk towards the street, but if an infrastructure issue did arise, the City would be responsible for paying for it. Chelsea Pope would like the County to consider upgrading the electrical panel on the lawn that is utilized during Summerfest and Bounty Market.

The Board also expressed concern with future maintenance costs, including possible costs incurred from vandalism and damage from skateboarders on the proposed brick wall placed around the entry and corners of the Courthouse lawn.

5. **ACADEMY GYM USE REQUEST**

Matt Hawkins, Human Resources Director presented a request from the Mid-Valley Christian Academy to use the Academy Building Gym one night a week for basketball practice.

BY CONSENSUS, THE BOARD APPROVED THE ACADEMY GYM USE REQUEST.

6. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)

a. **BOPTA APPOINTMENTS**

Codi Trudell, Board of Property Tax Appeals (BOPTA) Clerk submitted a memo recommending appointment of Jennifer Wheeler to the BOPTA Chairpersons pool, pending re-election, and Bill Woodrum, Yolanda Zuger, and Tom Ritchey to BOPTA as Nonoffice-holding members.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE BOARD OF PROPERTY TAX APPEAL APPOINTMENTS.

MOTION PASSED BY A UNANIMOUS VOTE OF THE QUORUM.

b. **DSA NON-REP WAGE INCREASE**

Sheriff Wolfe informed the Board that the DSA has ratified their labor contract with a 2% wage increase, which means the Non-rep wages are 0.5% behind the union wages. Sheriff Wolfe requested the Commissioners consider increasing the non-rep wages to be equal to the wage increase received by the union.

BY CONSENSUS, THE BOARD APPROVED THE WAGE INCREASE FOR THE NON-REP SHERIFF'S STAFF.

c. **PUBLIC WORKS HEAVY EQUIPMENT PURCHASE**

Todd Whitaker, Public Works Director reported that his staff had test-driven both a CAT and a John Deere grader, and unanimously prefer the John Deere. The price of the John Deere will be increasing, and a purchase will need to be finalized by October 26. Todd plans on trading-in the current graders, and purchasing four of the new graders, at \$275,000 each. It will be a 5-year lease, \$120,000 per year at 3% interest.

7. **HEALTH ADVISORY BOARD INTERVIEW**

Randi Phillips, Public Health Manager, and Geoff Heatherington, Mental Health Administration Manager joined the Board in interviewing Todd Gould, Executive Director of the Salem Free Clinic for a position on the Health Advisory Board.

Commissioner Wheeler adjourned the meeting at 10:55 a.m.

Minutes: Heather Alvarez

Approved: October 23, 2012