

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES February 6, 2013**

**1. CALL TO ORDER & ATTENDANCE**

At 9:01 a.m., Chair Wheeler declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Pope and Commissioner Ainsworth 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  
                              Doug Schmidt, Assessor

**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 Directors of the Polk Extension Service District will meet on Wednesday, February 6, 2013 at 1:30 p.m. at the Extension Office, 289 E Ellendale Ave., Suite 301, Dallas, OR 97338.

The Board of Commissioners will attend a meeting of the Operating Levy Committee on Wednesday, February 6, 2013 at 5:30 pm in the Polk County Conference Room.

The Board of Commissioners will attend the Polk County Mental Health - West Salem Office open house on Friday, February 8, 2013 beginning at 2:30 p.m., located at 1520 Plaza St NW, Suite 150, Salem, OR 97304.

The Board of Commissioners will attend the Polk County Fair Board's Annual Work Session on Saturday, February 9, 2013 at 9 a.m. at the Polk County Fairgrounds.

**3. COMMENTS (for items not on this agenda)**

**4. APPROVAL OF AGENDA**

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

**MOTION PASSED UNANIMOUSLY.**

**5. APPROVAL OF CONSENT CALENDAR**

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

**MOTION PASSED UNANIMOUSLY.**

**6. APPROVAL OF MINUTES OF JANUARY 23, 2013**

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE MINUTES OF JANUARY 23, 2013.**

**MOTION PASSED UNANIMOUSLY.**

**7. ANNEXATION PUBLIC HEARING**

Chair Wheeler opened the public hearing. David Doyle, County Counsel explained that the purpose of this public hearing is for the Board of Commissioners to consider the petition from multiple landowners in the Grand Ronde area for the annexation of 279.46 acres, approximately 40 homes, into the West Valley Fire District. Currently the properties are covered by the Department of Forestry, and if service is needed, the West Valley Fire District will respond and then bill the landowner. The petition included letters of consent from the Department of Forestry and the West Valley Fire District for service, and will overlap the services for both departments. The tax lots will still be billed the acreage charge for the Department of Forestry, and the rate for the West Valley fire is approximately \$1.60 per \$1,000 of assessed value. However, some of these costs will be offset with savings on homeowner's fire insurance.

Letters of approval from the Department of Forestry and the West Valley Fire District have been submitted with the petition, and Doug Schmidt testified that the request meets the threshold for the annexation without an election.

Roy Steele and Stan Mills, both members of the Rock Creek Water District Board of Directors, and Mel Wheeler, landowner, testified in support of the petition. Roy commented that many of the landowners already believed they were in the West Valley Fire District.

Commissioner Pope clarified that there are no hydrants located in this area, and so in the case of a fire, water would have to be tanked in. The residences in question are serviced by the Rock Creek Water District, but this water district does not have the capacity to provide water to fight a fire, so the water would come from the Grand Ronde Water District. Commissioner Pope would like the petitioners to provide the agreement between the Fire District and the water districts verifying that the Grand Ronde Water District would provide the water for the residences that are not serviced by them.

Chair Wheeler asked if there was any other public testimony. Hearing none, Chair Wheeler closed the public hearing.

**BY CONSENSUS, THE BOARD DIRECTED STAFF TO PLACE THIS ITEM ON THE AGENDA FOR FEBRUARY 20, 2013 ONCE REQUESTED DOCUMENTATION IS RECEIVED.**

At 9:36 a.m., Chair Wheeler 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) ORDER NO. 13-03**

Adopted Order #13-03 in the matter of adopting the 2013 Ambulance Service Area Plan.

**(b) SHERIFF'S OFFICE - CONTRACT NO. 13-24**

Approved Contract #13-24 with the Oregon Military Department, Office of Emergency Management to accept the 2012 State Homeland Security Grant Award for a microwave communications upgrade.

**(c) SHERIFF'S OFFICE - CONTRACT NO. 13-25**

Approved Contract #13-25 with the Oregon Military Department, Office of Emergency Management to accept the 2012 State Homeland Security Grant Award for a mobile data computer

**(d) PUBLIC WORKS - CONTRACT NO. 13-27**

Approved Contract #13-27 (Amendment 1 to Cont 11-215) with HW Lochner, Inc. to provide on-call professional consulting and engineering services.

**(e) PUBLIC WORKS - CONTRACT NO. 13-28**

Approved Contract #13-28 with Washburn Contract Services to provide spray, hydro-seeding, straw mulching, de-icing, and other miscellaneous labor services.

**(f) RATIFIED VALID VOUCHERS, LICENSES, PERSONNEL ACTIONS, PAYROLL, ETC., FOR THE MONTH OF JANUARY 2013.**

**POLK COUNTY BOARD OF COMMISSIONERS**

---

Jennifer Wheeler, Chair

---

Craig Pope, Commissioner

---

Mike Ainsworth, Commissioner

Minutes: Heather Alvarez  
Approved: February 13, 2013