

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
March 26, 2013

1. At 9:01 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth and Commissioner Pope were present.

2. **MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE MINUTES OF MARCH 19, 2013.**

MOTION PASSED UNANIMOUSLY.

3. **LATE FEE AMNESTY PROPOSAL**

John Kincaid, Animal Control Officer presented a request from the Sheriff's office to create one-time amnesty period for those people who are late in licensing or re-licensing their dog. The Commissioners agreed that this is a good educational tool for the public, and will hopefully encourage more people to take advantage of the opportunity to license or re-license their pet without being charged a late fee. The County receives approximately \$65,000 annually from licensing fees, the charge is \$15 for spayed/neutered dogs, \$30 for non-spayed or neutered.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE AMNESTY PERIOD FROM MID JULY THROUGH THE END OF THE COUNTY FAIR IN AUGUST.

MOTION PASSED UNANIMOUSLY.

4. **JOINING COMMUNITY FORCES PROGRAM**

Élan Lambert, Special Projects Officer with the Joint Force Oregon National Guard Headquarters showed a PowerPoint presentation about the Joining Community Forces Recognition Program. This program is similar to the County's service integration program but is focused on military service members, veteran's, and their families. The Commissioners expressed concern with the long-term commitment to this program and expectations from the community when there is no funding being provided for this program.

The Commissioners' requested more information about the current resources available, and would like to meet with Tom Mann, who is the Family Assistant Specialist with the Oregon Department of Veteran's Affairs.

5. **RECLASSIFICATION OF A MAINTENANCE/GROUNDS WORKER I**

Matt Hawkins, Administrative Services Director presented a request for Heath Kumnick who is currently a Maintenance/Grounds Worker I to be reclassified to a Building Maintenance Worker III. Matt praised the work that Heath has accomplished in the six months that he has been with the County, and recognized that with his skill set, he is currently working out-of-class, which is the reason for this reclassification request.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE RECLASSIFICATION REQUEST.

MOTION PASSED UNANIMOUSLY.

6. **REVISED JOB SPECS AND RECLASSIFICATION IN HEALTH & HUMAN SERVICES**

Matt Hawkins presented revised job specifications for Health and Human Services Assistant Director, Mental Health and Addiction Services Manager, Public Health Manager, Service Integration Manager, and Health and Human Services Office Manager. These job specifications are part of the new organizational structure that was presented to the Board on

February 11. Most of these positions are already filled and those individuals will continue to hold these positions with the new organizational structure.

In addition to these revised specifications, there is also a job specification for a new position, the Mental Health and Addiction Services Assistant Manager that, once approved, will be opened for recruitment.

Matt is also requesting a reclassification of Linda Young from a Health and Human Services Administrative Assistant II position into the Health and Human Services Office Manager position.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE REVISED JOB SPECIFICATIONS AND RECLASSIFICATION REQUEST.

MOTION PASSED UNANIMOUSLY.

7. **MISDEMEANOR OFFENDERS SUPERVISED OUT-OF-COUNTY**

Marty Silbernagel, Community Corrections/Juvenile Director explained that Polk County is one of the few Counties that provides supervision for misdemeanor offenders. Because of this, misdemeanor offenders (currently 51) that live outside of Polk County, most of the Counties in which they reside will not supervise them, and most do not return to Polk County to check in with their Probation Officer, which puts them in violation of their probation, and a warrant is issued, which repeats the cycle. This costs the County money because the state does not allocate funding for misdemeanor offenders, and the County has to pay for the offender to be housed in the Polk County Jail. Marty has met with Judge Campbell, who has expressed a willingness to find a solution to this issue. The Board directed Marty to continue pursuing an alternative to this issue.

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

a. **MARION CO. RFQ**

Stacie Chance, Health and Human Services Director informed the Board she had attended a meeting last Friday with the Marion County Non-Profit Collaboration Group being formed to apply for the RFQ for the Early Learning Hub. The contract wording included Polk County, and staff that attended the meeting requested the wording being changed, which it was, since the Board of Commissioners has not approved partnership with this group or in this RFQ.

The Board directed Stacie and staff to continue attending these meetings and exploring the County's options.

b. **BIDS FOR 2013 OVERLAYS**

Todd Whitaker, Public Works Director announced that the roads scheduled for overlay this year will be 34th St., 37th St., Coville Rd., South Yamhill River Rd. Todd asked the Board if they would like Jahn Rd. and Rowell Creek Rd to be included because of the high cost, but low usage. The Board deliberated whether paving or returning to gravel would be better in these situations. The Board decided that the roads should be overlaid, and once the roads are in good repair, then staff can start the process of downgrading the roads. The overlay bids will be accepted sometime in April.

c. **HWY 99 MAINTENANCE SCHEDULE**

Todd contacted ODOT about the schedule for repairs that are needed on Highway 99. ODOT is currently working their way south from Newberg, and isn't scheduled repairing from Rickreall to Monmouth until 2018, due to lack of maintenance funds.

d. **RIDDLE RD./CLOW CORNER INTERSECTION**

Todd updated the Board that the rumble strips and stop ahead flags were added on both sides of the intersection on Riddle Road. The flashing light on the stop ahead sign will cost approximately \$5,000 each, and will be on a loop that will start when a car is approaching to better get the attention of the driver. Todd then presented the traffic count and crash data reports showing that even with the increased safety measures in the last two years, traffic accidents at that intersection nearly doubled from 2011 to 2012 (from 4 to 7). The data so far this year, just in the first two months, show that there have already been 6 accidents at that intersection.

Chair Wheeler adjourned the meeting at 11:31 a.m.

Minutes: Heather Alvarez

Approved: April 9, 2013