

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
April 16, 2013

1. At 9:00 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 AINSWORTH MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF APRIL 9, 2013.**

MOTION PASSED UNANIMOUSLY.

3. **SURPLUS VEHICLE REQUEST**

Todd Whitaker, Public Works Director requested Board approval to declare two patrol vehicles as surplus so the County can sell them. When the County sells surplus property, it has to be by bids, so Todd is researching the best online bidding website to utilize.

BY CONSENSUS, THE BOARD APPROVED THE SURPLUS VEHICLE REQUEST.

4. **TITLE III UPDATE**

Mike Totey, Jeff Classen, and Matt Flock with the Department of Forestry attended the meeting to give an update on the Community Wildfire Protection Plan.

First, Mike reported that the State Forest Program has their budget hearings this week. Mike anticipates the program remaining status quo, with no major reductions. The program runs off their own operating costs, and currently has a fund balance equal to 3 months of operating costs. In order to increase revenues, the Department has to increase the timber harvest, but currently that is not an option. The State currently keeps 36.25% of revenue from harvests, the remainder goes to the County. The Department of Forestry is now insured for Catastrophic Suppression Costs for wildfire protection.

The previous Board of Commissioners awarded \$10,000 of Title III monies as matching funds for the Community Wildfire Protection Plan grant. This grant is through the Western States Fire Manager, and is used to assist landowners with removing brush and debris that is considered a fire fuel risk. The current focus area is the Brown/Pioneer/Reuben Boise/James Howe area. Matt Flock, who manages the grant program has sent out mailers, and is anticipating being able to assist local landowners with managing over 175 acres of forestland.

The next focus area is Falls City, and the Board agreed that if matching funds are needed, Economic Development monies from the County may be available. The Board also invited the Department of Forestry to have a display at the Annual Fair to better educate the public on wildfire prevention.

5. **FEMA GRANT DECISION**

Dennis Sigrist with Oregon Emergency Management (OEM) and Barbara Holly, property owner at 12945 Elkins Road, attended the meeting to follow up on the discussion from March 12 regarding the FEMA Hazard Mitigation Grant. The grant would be used to elevate Ms. Holly's home, which is located in the flood zone of the Little Luckiamute River and has had repetitive losses over the years from flood damage. At the last meeting the Board expressed concern with the fiscal liability and risk involved for the County.

Austin McGuigan, Community Development Director was able to obtain a sample copy of the contract used by Columbia County, who contracts through the Community Development Corporation in their County to administer this grant. Austin has been in contact with Rita Grady, the Executive Director of the Polk Community Development Corporation, who expressed an interest in administering the grant. Because of the

structure of the grant, Polk County must be the sub-grantee, but if Polk CDC administers the grant, the County could implement a hold-harmless agreement which would remove fiscal liability from the County. Austin requested this issue be tabled for two weeks while he continues discussions with Polk CDC about administering this grant.

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

a. **HEALTHY START RFP**

Brent DeMoe, Service Integration Manager reported that currently, Easter Seals provides the Healthy Start Program in Polk County. As of June 30, they will no longer be providing that service, so the County needs to select a new provider that can start on July 1, for a 1-year contract primarily for home visits. Brent requested permission to move forward in developing an RFP for this process.

BY CONSENSUS, THE BOARD DIRECTED BRENT AND STAFF TO PROCEED IN DEVELOPING AN RFP FOR THE HEALTHY START PROGRAM.

b. **TRAPPER CONTRACT**

Greg Hansen, Administrative Officer presented the 2013-2014 contract with Benton County for Trapper services. Greg estimates that the County receives approximately \$25,000 worth of services from this contract, but only pays \$14,000.

BY CONSENSUS, THE BOARD APPROVED THE TRAPPER CONTRACT.

c. **COUNCIL OF GOVERNMENTS GRANT APPLICATION**

Greg Hansen, Administrative Officer was notified that the Council of Governments is soliciting applications for Economic Development Grants. This grant is due May 9, and requires a 50% match. Greg proposed applying for the grant for either technical assistance for the Hwy 22 project backage road or the Fairgrounds paving project. The Board agreed that the Fairgrounds paving project is an essential infrastructure need and would like to pursue this option.

d. **EXTENSION MOU**

Greg Hansen explained that the Memorandum of Understanding with the Extension Service District expires in June, and he is working on creating a new agreement. He has received the proposed changes from Extension and is reviewing those prior to Board approval.

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

Minutes: Heather Alvarez

Approved: April 23, 2013