

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES May 8, 2013**

**1. CALL TO ORDER & ATTENDANCE**

At 9:06 a.m., Commissioner 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  
                              Todd Whitaker, Public Works Director

**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 Commissioners will attend an AOC Legislative Committee meeting on Monday, May 13, 2013, beginning at noon at the Local Government Center, 1201 Court St NE, Salem, OR.

The Polk County Budget Committee and Compensation Board will meet Wednesday, May 15, 2013 at 9:30 a.m. in the Courthouse conference room.

The Polk Extension Service District Budget Committee will meet Wednesday, May 15, 2013 at 1:30 p.m. in the Courthouse conference room.

The Grand Ronde Sanitary District Budget Committee will meet Thursday, May 16, 2013 at 9:00 a.m. in the Courthouse conference room.

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

**4. APPROVAL OF AGENDA**

Todd Whitaker requested the addition of Item #7 to the agenda to discuss the 2013 Overlay contract with North Santiam Paving.

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

**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 MAY 1, 2013**

**MOTION: COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF MAY 1, 2013.**

**MOTION PASSED UNANIMOUSLY.**

**7. 2013 OVERLAY PAVING CONTRACT**

The Public Works Department issued a notice of intent to award the 2013 Overlay project to North Santiam Paving last Tuesday. There has been no public protest regarding this decision. Due to the abnormally warm weather, North Santiam is requesting to start the paving early, as soon as mid May. This will not affect the budget, Public Works has adequate funds to carryover the project. According to County Counsel, there is no legal liability to starting early, but it may negatively affect public perception.

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE 2013 OVERLAY CONTRACT WITH NORTH SANTIAM PAVING.**

**MOTION PASSED UNANIMOUSLY.**

At 9:20 a.m., County Counsel announced that the meeting was recessed to Executive Session for the purpose of discussing labor negotiations pursuant to ORS 192.660(2)(d). Although the public will be excluded, no vote may be taken in executive session. Media may attend but may not report on the meeting. A CD of the meeting is on file in the Board's office, but is confidential under ORS 192.660.

Commissioner Wheeler called the meeting back into regular session.

**BY CONSENSUS, THE BOARD DIRECTED STAFF TO PROCEED AS DISCUSSED.**

Commissioner Wheeler adjourned the meeting at 10:03 a.m.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR**:

**(a) HUMAN RESOURCES – AFFIRMATIVE ACTION PLAN**

Annual re-adoption of the Affirmative Action Plan.

**(b) ORDER #13-04 - RIGHT OF WAY VACATION**

Adopt Order # 13-04 in the matter of vacating an un-named right of way near Ferns Corner Rd.

**(c) DISTRICT ATTORNEY - CONTRACT NO. 13-68**

Approve Contract #13-68 with Dr. Steven Fletcher for Medical Examiner Services.

**(d) PUBLIC WORKS - CONTRACT NO. 13-69**

Approve Contract #13-69 with D.K. Quarries for riprap material for the Rock Creek Erosion Control Project.

**POLK COUNTY BOARD OF COMMISSIONERS**

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Jennifer Wheeler, Chair

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Craig Pope, Commissioner

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Mike Ainsworth, Commissioner

Minutes: Heather Alvarez  
Approved: May 15, 2013