

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**May 7, 2013**

1. At 9:02 a.m., Chair 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 30, 2013.**

**MOTION PASSED UNANIMOUSLY.**

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

- a. **SOCIAL MEDIA POLICY** - Dean Anderson, IS Director presented a draft updated Social Media Policy. IS staff has reviewed the County's user requirements and has studied other counties social media policies, and used that information to update the employee and social guidelines. The policy goals remain the same.

**BY CONSENSUS, THE BOARD APPROVED THE UPDATED SOCIAL MEDIA POLICY.**

- b. **BOY SCOUT CAMPING REQUEST** - Matt Hawkins, Administrative Services Director received an overnight camping request for a Boy Scout troop to camp in Nesmith Park on May 24.

**BY CONSENSUS, THE BOARD APPROVED THE BOY SCOUT CAMPING REQUEST.**

- c. **RELAY FOR LIFE** - Matt Hawkins received a request from the Event Chair for the Polk County Relay for Life, who is requesting permission to put signs on the Courthouse lawn and purple lights. Matt is unsure of where the lights would go, but is opposed to anything being staked into the lawn (i.e. solar lights).

- d. **STEP 3 HIRE REQUEST** - Matt Hawkins reported that Lisa Shepard has been hired for a Public Health Position. She is currently at Step 2 of her current position with the Commission for Children and Families. The position she has been offered is a lower position, and Matt is requesting a step three hire so her salary for the new position will be higher than her current position, instead of starting her at Step 2 of the new position and receiving a pay cut.

**BY CONSENSUS, THE BOARD APPROVED THE STEP 3 HIRE REQUEST.**

- e. **BUDGET UPDATE** - Greg Hansen, Administrative Officer reported the budget hearing on the 15<sup>th</sup> would include a major change in the Mental Health budget due to a cash flow issue. The department may need to introduce short term loan to cover payroll for the months of September and October.

The Domestic Mediation fund, which is managed by the County but spent by the Courts is in the red. Greg will be meeting with Heidi Bittick, Court Administrator to find a solution to the Courts overspending in this fund.

- f. **HEALTH INSURANCE** - Greg met with the Health Insurance Reps, who are anticipating a 3% increase in Kaiser rates this year. The Blue Cross/Blue Shield rates for AFSCME is rising 2.36%, and for DSA 15.5%. These projected rates are lower than what Greg had budgeted.

- g. **HEALTH & HUMAN SERVICES DIRECTOR POSITION** - Greg reported that they have been recruiting for the HHS Director position. The recruitment closes in a couple weeks, and Greg requested each Commissioner provide a list of characteristics and qualifications that they are looking for in this position to aid in the screening process.
- h. **PUBLIC WORKS UPDATE** - Greg reported that North Santiam Paving has requested to start the 2013 Overlay work early, to take advantage of the nice weather. Todd Whitaker, Public Works Director is looking into the possibility of applying for a grant to fund an overlay on Hwy 99, south of Amity to Monmouth.

The gravel roads in the County are already beginning to show distress not usually seen until the end of June due to the warmer than average weather. The department will need to put oil down early to control dust, but this treatment may have to be repeated later in the summer.

- i. **STREETSCAPE** - Matt Hawkins recently met with the City and reviewed for the Board the proposed streetscape improvements. The City is proposing narrowing the streets/widening the sidewalks by seven feet on each side of the street. There is a piece of artwork or fountain proposed in front of the Courthouse, and the design includes planting trees on each corner and along the street, intermittent with light posts with banners. The Board expressed concern that even though some of these changes are occurring on County property, the City has not allowed the County to have input in the process. Greg will be meeting with the City Manager today and will request the City attend a Tuesday meeting to discuss the Streetscape project.

Chair Wheeler adjourned the meeting at 10:29 a.m.

Minutes: Heather Alvarez  
Approved: May 14, 2013