

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
May 6, 2014

1. At 9:03 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Ainsworth and Commissioner Wheeler were present.

2. **MINUTES** **COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF APRIL 29, 2014.**

MOTION PASSED UNANIMOUSLY.

3. **BURIALS ON PRIVATE PROPERTY** - Austin McGuigan, Community Development Director and Jerry Sorte, Planning Manager, explained that the Department is contacted approximately two to three times per year by people wanting to bury family members on private property. The burial of human remains on private property is regulated by the State through the Oregon Mortuary and Cemetery Board; the Polk County Zoning Ordinance does not regulate the private burial of human remains on private property.

Historically, the County has responded to these inquiries with a form letter making property owners aware of their responsibilities under state law, which is to maintain records of the disposition of the remains and disclose the remains upon sale of the property. Staff is requesting the board formalize the form letter process into a policy so that staff can respond the same to anyone seeking to bury human remains on private property.

The Commissioners expressed concern that this process does not record anything against the property deed informing future landowners of the burial site. Some counties have adopted a policy requiring landowners to record a restrictive covenant that identifies the burial site and would appear in a title search in future land sales.

The Commissioners requested this item be discussed again at a later date to give the Board time to review the processes of other counties regarding burials on private property.

4. **JAIL SOFTWARE** - Greg Hansen, Administrative Officer presented a comparison of three different jail management software programs that staff have reviewed in anticipation of upgrading the failing EAGLE software currently being used. JAMIN is the recommended program to upgrade to based on features and price. It is currently in use in Lincoln County and staff there are satisfied with the program. JAMIN is web based so that other municipal agencies can access information. If software can be purchased and received prior to the end of this fiscal year, the proposed budget will be modified to remove the budgeted capital outlay cost and lower the beginning fund balance.

MOTION COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE PURCHASE OF JAMIN JAIL MANAGEMENT SOFTWARE.

MOTION PASSED UNANIMOUSLY.

5. **BUENA VISTA GRANT CONTRACT** - Matt Hawkins, Administrative Services Director informed the Board that the County received a grant from the Oregon State Marine Board for \$158,000 for Phase I of the Buena Vista Park to develop the upper parking lot. The Public Works department will provide matching in-kind labor. Work will begin in August 2014 and should be completed within 60 days. Being approved for this grant makes this project eligible for Phase II federal grant dollars for upgrades to the boat launch and lower parking lot in 2016.

BY CONSENSUS, THE BOARD APPROVED THE ACCEPTANCE OF THE BUENA VISTA PARK PHASE I GRANT.

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

- a. **HEALTH INSURANCE RATES** - Greg Hansen reported on the County health insurance rate changes for the upcoming year. Kaiser Permanente rates are proposed to increase 4.3% for AFSCME/FOPPO/Deputy DA/Non-rep, and 4.54% for DSA. Blue Cross/Blue Shield rates are proposed to increase 5.47% for AFSCME/FOPPO/Deputy DA/Non-rep, and 5.69% for DSA. FOPPO and DSA currently contribute 10% of their premium, AFSCME/Deputy DA, and Non-rep employees contribute 15%.
- b. **AOC DUES** - Greg presented his proposal to pay for AOC dues. The County was billed \$17,603.90, but some of those dues are voluntary. Greg is proposing not paying the voluntary dues, which are Video Lottery Defense Fund (\$216.78), PERS Alliance Dues (\$1,193.54), and the Veterans Fund Dues (\$1,783.00). The total amount of dues the County will be paying this year is \$14,410.58.

MOTION COMMISSIONER WHEELER MOVED, COMMISSIONER AINSWORTH SECONDED TO APPROVE THE PAYMENT OF \$14,410.58 FOR AOC DUES.

MOTION PASSED UNANIMOUSLY.

- c. **NORTHWEST PERMANENTE AGREEMENT** - Greg Hansen presented an agreement with Northwest Permanente. This is the first agreement the County has put into place to be able to bill private insurance for behavioral health services, but opens the door for potential added revenue.
- d. **EARLY LEARNING HUB COLLABORATION AGREEMENT** - Greg Hansen announced that the Board of Commissioners signed the collaboration agreement yesterday with Western Oregon University for the Early Learning Hub application, which is being turned in today.

Commissioner Pope adjourned the meeting at 9:45 am.

Minutes: Heather Merrill
Approved: May 13, 2014