

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
SEPTEMBER 23, 2014

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

2. **MINUTES** **COMMISSIONER AINSWORTH MOVED, COMMISSIONER WHEELER SECONDED TO APPROVE THE MINUTES OF SEPTEMBER 16, 2014.**

MOTION PASSED UNANIMOUSLY.

3. **CRS ANNUAL RECERTIFICATION** – Austin McGuigan, Community Development Director explained that each year, Polk County has to self-certify that the County is in compliance with FEMA policies and procedures. This certification provides a 10% discount on insurance for Polk County residents living in a flood plain. The certification is due by October 1 and requires a signature by the Chair.
4. **OUT-OF-STATE TRAVEL REQUEST** – Dean Bender requested approval to travel to the International Association of Emergency Managers Conference in San Antonio, Texas, November 14-19. Polk County is reimbursed for 50% of the cost, so the fiscal impact to attend the training is \$1,000 and is budgeted for the current fiscal year.

BY CONSENSUS, THE BOARD APPROVED THE OUT-OF-STATE TRAVEL REQUEST.

5. **NEW JOB SPEC, SALARY RANGE, AND RECLASS** – Matt Hawkins, Administrative Services Director, requested approval for Justin Reed, who is currently a Wraparound Facilitator II to be reclassified into a new position, Lead Wraparound Facilitator. Justin has taken on several leadership duties in his current position and is working toward his credentialing as a Wrap Coach. Once complete he will be one of only five in the State of Oregon. The fiscal impact of this reclassification is approximately \$2,000 for the current fiscal year.

BY CONSENSUS, THE BOARD APPROVED THE NEW CLASS SPECIFICATIONS AND SALARY RANGE FOR A LEAD WRAPAROUND FACILITATOR, AND THE RECLASSIFICATION OF JUSTIN REED FROM A WRAPAROUND FACILITATOR II TO LEAD WRAPAROUND FACILITATOR.

6. **RECLASS OF BEHAVIORAL HEALTH COUNSELOR III** – Matt Hawkins requested approval for a reclassification of Zoe Pearson, a Behavioral Health Counselor III, to a Lead Behavioral Health Counselor. Zoe is performing many of the duties ascribed to a Lead Behavioral Health Counselor. The fiscal impact of this reclassification is approximately \$2,000 for the current fiscal year.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION OF ZOE PEARSON FROM A BEHAVIORAL HEALTH COUNSELOR III TO LEAD BEHAVIORAL HEALTH COUNSELOR.

7. **EVIDENCE BASED DECISION MAKING** – Marty Silbernagel, Community Corrections Director explained that Yamhill County was one of six counties in the country that received a technical assistance grant for Evidence Based Decision Making. Now, other counties in the five states that these counties reside in also have the opportunity to apply for this grant program. This program requires the coordination of Judges, the District Attorney, and Community Corrections, to reduce the prison beds. The Board expressed concern that this grant could result in more scrutiny for the District Attorney's office, but directed Marty to proceed with discussing this grant application with the Polk County Judges.

8. **22/51 EMERGENCY CLOSURE** – Todd Whitaker, Public Works Director, informed the Board that there is a sinkhole near the intersection of Hwy 22/Hwy 51 caused by a failed storm culvert. ODOT will need to close the intersection to repair this sinkhole. ODOT is proposing to merge eastbound Hwy 22 traffic into the inside lane, keep the eastbound ramp onto 22 open, and have southbound traffic turning onto 51 use Oak Grove Rd. The Board expressed concern with using oak grove road because of the congestion of the lanes already being reduced to one lane there, and the intersection is unlit. The Board recommended that car traffic be detoured to Greenwood Rd, and truck traffic be detoured to Hwy 99 because the Hwy 51/Greenwood Rd. intersection is not the best intersection for trucks to use. Todd will contact ODOT with the Board's recommendation.
9. **TRIBAL TRUST APPLICATION** – Greg Hansen, Administrative Officer, presented a letter from the Bureau of Indian Affairs notifying the County that the Confederated Tribes of Grand Ronde has applied to have .89 acres put into tribal trust. This application would remove approximately \$92 per year from the tax rolls. The Board directed Staff to send the standard letter response voicing the County's continued concern of properties being removed from the tax rolls.
10. **NON-LISTED ITEMS** (Pursuant to ORS 192.640, the Board of Commissioners considered the below identified non-listed items.)
 - a. **HOMELAND SECURITY GRANT AWARD OVERVIEW** – Dean Bender gave an update on the status of the Homeland Security Grant awards. Polk County submitted grants for four projects, three were awarded and one was not. The first project awarded was a regional project to replace outdated/unsupported microwave connection from Lowen Tower to Willamette Valley Communications Center, in the amount of \$55,100. The second awarded was a local county project for Fire/EMS Radio Coverage Enhancement that will expand the West 3 Fire Channel to two additional tower sites, in the amount of \$72,200. The final project awarded was for Polk County Citizen Emergency Response Team (CERT) to provide supplies and equipment in the amount of \$11,577. The project that was not awarded was a communications project that would allow smart phones to be used as two-way radios. Dean plans on clarifying the application for this project and resubmitting at a later date.
 - b. **VORP REQUEST** – Greg Hansen presented a request from VORP for \$10,000 for mediation services. The current Juvenile budget has funding for sex Offender treatment services, and \$7,500 for VORP mediation services. However, sex offender treatment is no longer being offered, so there are additional funds available to award the full amount of VORP's request.

BY CONSENSUS, THE BOARD APPROVED THE VORP FUNDING REQUEST OF \$10,000.
 - c. **SHOP WITH THE SHERIFF** – Greg Hansen informed the Board that in the past, the Sheriff's office held the 'Shop with the Sheriff' program during the holidays for youth in the Grand Ronde/Willamina area. This year, the Sheriff's office is shifting focus, and will be holding the program for youth living in the Falls City area.
 - d. **RIBBON CUTTING** – Greg informed the Board that the Talmadge Road ribbon cutting ceremony would be Wednesday, October 1, 2014 at 4pm.
 - e. **WALLACE BRIDGE UPDATE** – Morgan Smith, County Counsel, informed the Board that he has been contacted by J.W. Milligan, the owner of Wallace Bridge. Mr. Milligan is working to get Federal restrictions on the property lifted, and requested that the Board provide a letter of support. Morgan explained to him that if the Federal restrictions are lifted, then the matter becomes a land use issue, and would ultimately come before the

Board in a public hearing. When this happens, the Board will need to have a neutral perspective on the project, and are therefore unable to provide a letter of support for this project.

Commissioner Pope adjourned the meeting at 9:46 am.

Commissioner Pope reconvened the meeting at 9:50 am to discuss two additional add-on items.

- f. **ODOT RESPONSE** – Todd Whitaker informed the Board that since the discussion of Item 8, he contacted ODOT with the County's recommendations, and received a response. ODOT is sticking with the original plan of having all traffic use the Oak Grove Road intersection. The Board discussed closing Oak Grove Road to thru traffic, and forcing traffic down to Greenwood Rd. The Board directed Todd to ask ODOT to attend the Board meeting on Wednesday, September 24 to discuss this issue.
- g. **RECLASSIFICATION** – Matt Hawkins informed the Board that in light of the Planning Manager vacancy in the Community Development office, Sam Thomas, the current Assistant Planner, has taken on additional duties, and Austin McGuigan is requesting Sam be reclassified as an Associate Planner.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION OF SAM THOMAS FROM AN ASSISTANT PLANNER TO AN ASSOCIATE PLANNER.

Minutes: Heather Merrill
Approved: September 30, 2014