

POLK COUNTY BOARD OF COMMISSIONERS
TUESDAY MEETING MINUTES
FEBRUARY 16, 2016

1. At 9:00 a.m., Commissioner Wheeler declared the Tuesday meeting of the Polk County Board of Commissioners in session. Commissioner Pope and Commissioner Ainsworth were present.

2. **MINUTES** **COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF FEBRUARY 9, 2016.**

MOTION PASSED UNANIMOUSLY.

3. **BOUNTY MARKET UPDATE** – Bonnie Dreier and Chelsea Metcalfe with the Dallas Area Visitors Center gave a Bounty Market update. Bounty Market will run on Thursdays, from May thru September. Members of the City of Dallas City Council are pushing to move the market to the Courthouse Square area, either on the Courthouse lawn (costing additional landscape maintenance fee) or closing Court or Mill Streets on Thursdays to accommodate the market. Each location has its pros and cons. The Dallas Area Visitors Center Board of Directors has done a location survey of the market vendors who unanimously agree with keeping the Bounty Market at the current location at the Academy Building lawn. Statistics show improved sales for all vendors at this location. The Commissioners also agreed that the Academy Building lawn is the best location for the market due to accessibility of parking, lack of landscape maintenance needed, and feel it provides a better ‘market’ atmosphere. The Commissioners also prefer this location because it provides easy access to local products for limited mobility clients who are being served at the Academy Building (allowing WIC and Food Stamp users to be able to utilize the market). This year, the food trucks plan to stay open until 6pm, while the rest of the vendors will only be open during the normal Bounty Market hours of 10-3.

BY CONSENSUS, THE BOARD APPROVED THE DALLAS AREA VISITORS CENTER TO UTILIZE THE ACADEMY BUILDING LAWN FOR BOUNTY MARKET.

4. **REVISED JOB SPECIFICATION AND SALARY RANGE** – Matt Hawkins, Administrative Services Director, presented a request for approval of a revised job specification for the Community Development Department Manager, formerly known as the Community Development Administrative Services Manager. This job specification is being retitled and revised due to Autumn Hillebrand taking on additional duties. The salary range would also increase from a 38E (\$3,764 - \$4,760) to a 40E (\$4,070 - \$5,148). The effective date for this reclassification would be March 1, 2016.

BY CONSENSUS, THE BOARD APPROVED THE REVISED JOB SPECIFICATION AND SALARY RANGE.

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

- a. **MINIMUM WAGE BILL** – Commissioner Pope gave an update on the legislative discussions and testimony yesterday regarding the proposed minimum wage increase. The bill passed the House committee 6-5, and expects it to fully pass later this week. Commissioner Pope would like Polk County to submit a letter opposing this unfunded mandate, as Linn County has done.

Commissioner Wheeler adjourned the meeting at 9:35 am.

Minutes: Heather Chase
Approved: February 23, 2016