

Polk County Forestland Classification Committee Meeting

Meeting Minutes

January 5, 2011

9:00 – 11:24am

Oregon Department of Forestry, Dallas Office

Meeting called to order by Terry Lamers (Chair) at 9:00 a.m. on January 5, 2011, Oregon Department of Forestry, Dallas Unit, 825 Oak Villa Rd., Dallas, OR.

Members in attendance: Terry Lamers, Tom Parsons, Frank Pender, Bill Hahn and Jeff Classen.

Quorum present.

Guests: - Mike Totey, District Forester for the West Oregon District, Oregon Department of Forestry, Allison Blair, Wildland Fire Supervisor for the Dallas Unit, Oregon Department of Forestry and Doug Schmit, Polk County Assessor.

Agenda

1. Welcome Frank Pender as a new member of the classification committee.
 2. Review minutes of March 9, 2010 and October 14, 2010 meetings.
 3. Update By-Laws
 4. Elect new Vice Chair
 5. Update Web Site
 1. Remove Don, add Frank
 2. Identify new Vice Chair
 3. Update with revised By-Laws
 6. Update on mapping progress.
 7. Planning for last public information meeting and public hearing
 - Set dates for meeting and hearing
 - Develop timeline
 - Determine if post cards to be mailed out
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1. Terry welcomed Frank to the Forestland Classification Committee and provided a brief overview of committees work. Frank said he had spent time with Don and had gotten a good overview along with Dons classification notebook and materials. Jeff handed out a revised list of committee members and phone numbers.
 2. Draft minutes from March 9, 2010 meeting were distributed. After minutes were read by members and with no suggestions for changes or edits Jeff moved minutes be approved. Tom seconded the motion and committee unanimously approved the March 9, 2010

Minutes Approved 4/7/11

minutes at 9:05am.

After approval of March 9, 2010 minutes Terry asked Doug Schmit if he had information he wanted to discuss at this time so he didn't have to sit through the entire meeting. Doug took the opportunity and indicated that he was interested in where the committee was and how the classification work was progressing. Discussion of committee's progress followed. Doug asked about the classification of Forestland and if the edge of the boundary would be splitting many tax lots. Jeff said there were a few lots that would be split along protection boundary. Doug requested the committee keep the edge of the forestland boundary to be on the edge of tax lots and avoid splitting them because of issues it would create with their system. Jeff said Allison had done a lot of review to make sure the boundary went along tax lot lines wherever possible. In the conversation Doug asked if Jeff could provide him with the location of the protection boundary. Jeff said he could send them the legal description. Doug mentioned he would plan to attend the public hearing in March.

Draft minutes from October 14, 2010 meeting were distributed. After minutes were read by members and with no suggestions for changes or edits Bill moved minutes be approved. Jeff seconded the motion and committee unanimously approved the October 14, 2010 minutes at 10:00am.

3. Jeff provided some revisions to the by-laws due to changes in the Oregon Administrative Rules in 2010 requiring a representative from the State Fire Marshalls Office to be added to the committee. After review no changes were offered and Frank moved the by-laws be revised as presented. Tom seconded the motion and the committee unanimously approved the revised by-laws at 10:13am.
4. Jeff provided an update on the committee's web page. Jeff has worked with Leslie at Polk County to make sure the meeting minutes and links were all up to date. Jeff said there will be more updates he will work on after today's meeting. Jeff requested committee members take a few minutes and review the web page to make sure it looks correct and is meeting our needs. Next topic of discussion on the web page is that we need to update with Frank's name and determine who new Vice Chair will be. After a brief discussion Frank said he would volunteer to be the next Vice Chair. Tom moved that Frank be the new Vice Chair of the committee. Bill seconded the motion and the committee unanimously approved Frank to be the new Vice Chair of the Forestland Classification committee. Jeff said he would update the web page showing Frank as the Vice Chair and the revised by-laws. Mike Totey suggested the committee try to get a map of the classification work on the web page as soon as the draft work was completed. Jeff said he would work with Dean Anderson at Polk County to see if a map similar to what Benton County had provided on their web page could be added. Mike also mentioned it would be good to add a list of frequently asked questions if it wasn't already on the web page. Jeff said he could make sure that gets added also.
5. Update on the mapping progress was mostly discussed before the Assessor had to leave. Jeff reported that Allison had put a lot of time into the mapping work and she will be

putting together some maps for the upcoming Hearing and to have maps available at the Dallas office before post cards are mailed out to landowners.

6. Potential dates for the hearing and the last public information were discussed. Jeff said he had been in touch with folks at the courthouse and gave several dates the conference room would be available for the information meeting and hearing. After a brief discussion it was decided that February 10, 2011 would be the date for the last public information and March 10, 2011 would be the date set for the Public Hearing. Jeff asked if the committee would like to send post cards out to landowners whose designation as forestland would be changing. The committee members all thought it would be appropriate to mail post cards to landowners whose classification would be changing. The timeline for the hearing was discussed and tasks roughed out.
 1. Jeff will reserve the courthouse meeting room for both the public information meeting and hearing.
 2. Mike Totey will get hearings officer lined up. He will contact Rick Gibson and see if he can be the Hearings Officer.
 3. Allison will get maps made of draft classification work.
 4. Jeff will put together post card and mail them out by January 21, 2011.
 5. Jeff will post meeting and hearing dates at the Dallas ODF office, OSU Extension office, and the Polk County Assessor's office when post cards are mailed.
 6. Jeff will get web page up to date before post cards mailed out.
 7. Terry will conduct last Public Information meeting 7:00pm, February 10, 2011 at the courthouse conference room.
 8. Jeff will post a public notice of the hearing in the Itemizer Observer news paper for two consecutive weeks before the hearing. (Likely February 23, 2011 and March 2, 2011)
 9. Public Hearing will be held 7:00pm, March 10, 2011 at the courthouse conference room.
 10. Jeff will work with the County Clerk to see how the committee's finalized classification work will need to be recorded.

Question was asked if the classification work would be implemented in 2011. Jeff said that the hearing will not be conducted nor the draft work made final in time to implement changes in 2011. So no landowners will be added or dropped as a result of the classification work until 2012.

Meeting was recessed at 11:24am.