

**POLK COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY MEETING MINUTES**  
**July 27, 2021**

1. At 9:00 a.m., Commissioner Pope declared the Tuesday meeting of the Polk County Board of Commissioners in session and led the Board and attending audience in the Pledge of Allegiance. Commissioner Ainsworth was present. Commissioner Mordhorst was excused.

2. **MINUTES:** **COMMISSIONER AINSWORTH MOVED, COMMISSIONER POPE SECONDED TO APPROVE THE MINUTES OF JULY 20, 2021**

**MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.**

**3. RECLASSIFICATION IN GENERAL SERVICES**

Matt Hawkins, Admin. Services Director, requested a reclassification of an Office Specialist I. Mr. Hawkins recommends that Rachel Green be reclassified from an Office Specialist I to an Office Specialist II. Rachel has been a valuable employee in General Services and has willingly taken on any additional duties we can provide her.

If approved, this change would be effective August 1, 2021 and would have a fiscal impact of approximately \$1,200 should it be for a 12 month period including PERS contributions.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION AS PROPOSED BY STAFF.**

**4. RECLASSIFICATION IN HEALTH SERVICES**

Mr. Hawkins requested a reclassification in Health Services of a Billing Specialist. It is recommended the Stacey Moran be reclassified from a Billing Specialist within Health Services to a Senior Billing Specialist. Stacy has been working out of class as a Senior Billing Specialist and will soon be completing her probationary period.

If approved, this change would be effective August 1, 2021 and would have a fiscal impact of approximately \$2,300 should it be for a 12 month period including PERS contributions.

**BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION AS PROPOSED BY STAFF.**

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

a) **SALMON RIVER HIGHWAY PROPERTY**

Morgan Smith, County Counsel, requested authority to sign the deed of a house that Polk County acquired through foreclosure, back to the previous owner. The previous owner wants to pay the back taxes and have the house deeded back to him. The house is located at 30230 Salmon River Highway. The process of cleaning the property and selling it at auction would have significant cost and time associated with it. Mr. Smith recommended selling it back to the owner for the back taxes and requested the Board permission to do so.

**BY CONSENSUS, THE BOARD APPROVED THE REQUEST AND GRANTED MR. SMITH THE AUTHORITY TO SELL THE HOUSE BACK TO THE PREVIOUS OWNER.**

Commissioner Pope adjourned the meeting at 9:30 a.m.