

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES January 26, 2022**

**1. CALL TO ORDER & ATTENDANCE**

At 9:00 a.m., Commissioner Mordhorst declared the meeting of the Polk County Board of Commissioners to be in session. Commissioner Gordon and Commissioner Pope were present.

Staff present: Greg Hansen, Administrative Officer  
Matt Hawkins, Administrative Service Director  
Morgan Smith, County Counsel

**2. ANNOUNCEMENTS**

Regular meetings of the Board of Commissioners are held on Tuesday and Wednesday each week. Each meeting is held in the Courthouse Conference Room, 850 Main Street, Dallas, Oregon. Each meeting begins at 9:00 a.m. and is conducted according to a prepared agenda that lists the principle subjects anticipated to be considered. Pursuant to ORS 192.640, The Board may consider and take action on subjects that are not listed on the agenda. The Board also holds a department staff meeting at 9:00 a.m. on every Monday in the Commissioners Conference Room at 850 Main Street, Dallas, Oregon.

The Compensation Committee will meet on Wednesday, February 2<sup>nd</sup> at 9:30 AM to review & set elected official's salaries.

**3. COMMENTS**

None

**4. APPROVAL OF AGENDA**

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE AGENDA.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

**5. APPROVAL OF MINUTES OF BOARD MEETING OF JANUARY 19, 2022**

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER GORDON SECONDED, TO APPROVE THE MINUTES OF JANUARY 19, 2022.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

**6. APPROVAL OF CONSENT CALENDAR**

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE CONSENT CALENDAR.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

**7. RECLASSIFICATION OF AN EMPLOYEE**

Matt Hawkins, Administrative Service Director, requested the reclassification an Office Specialist II to an Office Specialist III.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.

**8. RESOLUTION 22-02 (BUDGET MODIFICATIONS)**

Greg Hansen, Administrative Officer, recommended the approval of Resolution 22-02 in the matter of increasing appropriations and transferring appropriations within multiple funds for fiscal year 2021-2022.

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER GORDON SECONDED, TO APPROVE RESOLUTION 22-02.**

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

Commissioner Mordhorst adjourned the meeting at 9:09 a.m.

**POLK COUNTY BOARD OF COMMISSIONERS**

  
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Lyle Mordhorst, Chair

  
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Craig Pope, Commissioner

  
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Jeremy Gordon, Commissioner