

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES February 2, 2022

1. CALL TO ORDER & ATTENDANCE

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

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.

3. COMMENTS

None

4. APPROVAL OF AGENDA

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

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

5. APPROVAL OF MINUTES OF BOARD MEETING OF JANUARY 26, 2022

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF JANUARY 26, 2022.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

6. APPROVAL OF CONSENT CALENDAR

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDAN SECONDED, TO APPROVE THE CONSENT CALENDAR.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

7. DEPARTMENT HEAD UPDATE:

Valerie Patoine, County Assessor, stated that Polk County has roughly 37,000 taxable and nontaxable accounts. The 2021 real market value is 12.8 billion of taxable property which is a 9% growth from 2020. The 2021 assessed value is 7.08 billion of taxable property which is a 4.5% growth from 2020. The total taxes and fees levied for 2021 was 111.2 million which was a 5% growth from 2020. Mrs. Patoine estimates there will be a 5% growth for assessed value in 2022. She then gave an overview of her office and the work that they are responsible for.

8. **NEW JOB SPECIFICATION, SALARY AND RECLASSIFICATION OF AN EMPLOYEE**

Matt Hawkins, Administrative Service Director, requested the adoption of a new job specification for a Resource Center Coordinator within Family Community Outreach department. Along with the creation of the position Mr. Hawkins is requesting the reclassification an employee from Lead Resource Connector to Resource Center Coordinator. This would be effective February 1, 2022 with an increase of \$3300.00 including PERS.

BY CONSENSUS, THE BOARD APPROVED THE RECLASSIFICATION.

The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**

- (a) **ORDER NO. 22-02** - Appointing designees of Community Mental Health
(Morgan Smith, County Counsel)

There was no need for an Executive Session and Commissioner Pope adjourned the meeting at 9:45 a.m.

POLK COUNTY BOARD OF COMMISSIONERS



Lyle Mordhorst, Chair



Craig Pope, Commissioner



Jeremy Gordon, Commissioner