

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES May 25, 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 Pope was present. Commissioner Gordon was absent.

Staff present: Morgan Smith, County Counsel
Matt Hawkins, Administrative Services Director

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

Commissioner Pope acknowledged the tragedy that happened yesterday in Texas.

4. APPROVAL OF AGENDA

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

5. APPROVAL OF MINUTES OF BOARD MEETING OF May 17, 2022 & May 18, 2022

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF May 17, 2022 & May 18, 2022.

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

6. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED BY UNANIMOUS VOTE OF THE QUORUM.

7. NEW JOB SPECIFICATIONM SALARY RANGE AND RECLASSIFICATION:

Matt Hawkins, Admin Services Director, recommended to the Board the approval of a new job specification, salary range and reclassification for a Payroll Clerk II position. The reclassification would be effective June 1, 2022 and would have a fiscal impact for FY 21-22 of approximately \$4,900.00 including PERS contributions.

MOTION PASSED BY CONSENSUS OF THE QUORUM.

8. RECLASSIFICATION OF AN EMPLOYEE:

Matt Hawkins, Admin Services Director, recommended to the Board the approval of the reclassification of an Associate Planner to a Senior Planner. The reclassification would be effective June 1, 2022 and would have a fiscal impact for FY 21-22 of approximately \$12,000.00 including PERS contributions.

MOTION PASSED BY CONSENSUS OF THE QUORUM.

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

N/A

At 9:06 a.m. County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660(2)(n)(E) To discuss information about review or approval of programs relating to the security of any of the following: Data transmissions by whatever means provided & ORS 192.660(2)(e) for labor negotiations. The Executive Session ended at 9:41 a.m.

POLK COUNTY BOARD OF COMMISSIONERS


Lyle Mordhorst, Chair

unavailable to sign
Craig Pope, Commissioner


Jeremy Gordon, Commissioner