

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES December 14, 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 was present and Commissioner Pope was absent.

Staff present: Greg Hansen, Administrative Officer  
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.

The Homeless Prevention Advisory Council will be meeting on Thursday December 15, 2022 from 12:00 pm to 1:30 pm located in the first floor conference room at 182 SW Academy St, Dallas Oregon, 97338.

The Grand Ronde Sanitary District Board is meeting on December 28, 2022 at 9:15 a.m. The meeting will take place in the Polk County Courthouse, 850 Main Street, Dallas, OR, 97338.

Polk County is completing a Child Care Assistance project funded with Community Development Block Grant funds from the Oregon Business Development Department. The location of the project is: Rural Polk County. It is estimated that the project has benefited at least 8 persons of whom 100% are low or moderate income. A public hearing will be held by the Polk County Board of Commissioners at The Polk County Courthouse in the Main Conference Room on December 21st at 9:00 am. The purpose of the hearing is for the Polk County Board of Commissioners to obtain citizens views about the project and to take comments about the local government's performance. Written comments are also welcome and must be received by 5:00 pm on December 20th at 850 Main St. Dallas OR 97338. Both oral and written comments will be reviewed by the Polk County Board of Commissioners. The location of the hearing is accessible to the disabled. Please let Nicole Pineda at 503-623-0896 know if you need any special accommodations to attend or participate in the hearing. More information about the Oregon Community Development Block Grant program and the project is available for public review at The Polk County Courthouse during regular office hours. Advance notice is requested.

**AVISO PÚBLICO Y NOTICIA DE AUDIENCIA PÚBLICA**

El condado de Polk está completando un proyecto de asistencia de pago de cuidado infantil patrocinado con el Community Development Block Grant del Oregon Business Development Department. La ubicación del proyecto es el condado de Polk. Está estimado que el proyecto propuesto beneficiará a por lo menos 8 personas, de los cuales 100% serán de ingresos moderados o bajos.

Una audiencia pública se llevará a cabo por la Junta de Comisionados del condado de Polk a las 9:00 el 21 de Diciembre, en el Juzgado del condado de Polk en la sala de conferencias en el 850 Main St. Dallas OR 97338.

El propósito de este segundo audiencia pública es para que el receptor puede examinar los resultados del proyecto con los ciudadanos y para tomar comentario de la ejecución del gobierno municipal. Los comentarios escritos son también bienvenidos y deben ser recibidos antes de 5:00 pm el 20 de Diciembre en el 850 Main St. Dallas OR 97338. Ambos comentarios, escritos y orales serán considerados por la Junta de Comisionados del condado de Polk.

La ubicación de la audiencia es accesible para personas con incapacidades. Por favor llame Nicole Pineda, a 503-623-0896, para avisar si usted necesitará cualquier tipo de acomodaciones especiales para asistir o participar en la reunión.

Más información sobre el Oregon Community Development Block Grants, y el proyecto están disponibles para la revisión pública en el Juzgado del condado de Polk, 850 Main St. Dallas OR 97338, durante las horas regulares de oficina. Se requiere del aviso anticipado.

Public Works will be holding a Public Hearing in conjunction with the BOC meeting on December 21, 2022 for the vacation of several portions of undeveloped right of way in the un-incorporated community of Ballston.

Public Works will be holding a Public Hearing in conjunction with the BOC meeting on December 21, 2022 for the vacation of a portion of Morris Road.

**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 QUORUM.**

**5. APPROVAL OF MINUTES OF BOARD MEETING OF December 7, 2022**

**MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF December 7, 2022.**

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

**6. APPROVAL OF CONSENT CALENDAR**

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

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

**7. LENGTH OF SERVICE AWARDS**

The Board of Commissioners and staff recognized and thanked the following employees for their length of service:

- Monica David, 15 years
- Gilbert Doersch, 10 years

**8. RECLASSIFICATION OF AN EMPLOYEE**

Matt Hawkins, Admin Services Director, recommending the reclassification of an employee from an Assistant Planner to an Associate Planner. Should the reclassification be approved it would be effective January 1, 2023 with an impact on the budget for FY22-23 of approximately \$3700.00 including PERS contributions should it be for 12 months.

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

**9. RECLASSIFICATION OF AN EMPLOYEE**

Matt Hawkins, Admin Services Director, recommending the reclassification of an employee from a Human Resource Analyst 1 to a Human Resource Analyst 2. Should the reclassification be approved it would be effective January 1, 2023 with an impact on the budget for FY22-23 of approximately \$4100.00 including PERS contributions should it be for 12 months.

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

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

- a) Polk County Order No. 22-18, Dog Board ReAppointment  
Gary Cordy, Donald Hoffman, and Delbert Hoekstre  
(Morgan Smith, County Counsel)

There was no need for an executive session and Commissioner Mordhorst adjourned the meeting at 9:07 am.

**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