

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES January 25, 2023**

**1. CALL TO ORDER & ATTENDANCE**

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

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 Polk County Board of Commissioners will be conducting Public Hearing(s) for consideration of placing on the ballot a Public Safety Levy for May 16, 2023 at both 9 a.m. and 6 p.m. on February 8, 2023 located in the Main Conference Room at 850 Main Street, Dallas, Oregon.

**3. COMMENTS**

None.

**4. APPROVAL OF AGENDA**

**MOTION: COMMISSIONER MORDHORST 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 18, 2023**

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF January 18, 2023.**

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

**6. APPROVAL OF CONSENT CALENDAR**

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

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

**7. EMERGENCY MANAGEMENT UPDATE:**

Dean Bender, Emergency Management Manager, provided a handout to the Board of Commissioners that provided an update on the Polk County Radio Systems, Generator Servicing, Falls City Evacuation Routes, Mobile Emergency Morgue Operations (MEMO), Ambulance Service Advisory Plan, Mobile Crisis Response Van Build Project, OR-Alert Project Status, 2020 Ice Storm Slide at Nesmith Park, Covid PPE supplies, and Grant Awards for 2021-2023. Mr. Bender also went over a digital migration project, the Hazard Mitigation Plan for 2023, and the hiring of an EM Coordinator.

**8. RECLASSIFICATION OF AN EMPLOYEE**

Matt Hawkins, Admin Services Director, is recommending the reclassification of an employee from a Deputy District Attorney II to a Deputy District Attorney III. Should the reclassification be approved it would be effective February 1, 2023 and would have an impact on the FY 22-23 budget of approximately \$7,000.00 including PERS contribution, should it be for 12 months.

**APPROVED BY CONSENSUS OF THE BOARD.**

**9. RESOLUTION 23-02 – MID-YEAR BUDGET ADJUSTMENTS:**

Greg Hansen, Administrative Officer, is recommending that the Board of Commissioners approve Resolution 23-02 in the matter of increasing appropriations and transferring appropriations within multiple funds for fiscal year 2022-2023. Mr. Hansen provided the Board with a Memorandum that provided background information, alternative options, and the fiscal impact of approving Resolution 23-02.

**MOTION: COMMISSIONER POPE MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE RESOLUTION 23-02.**

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

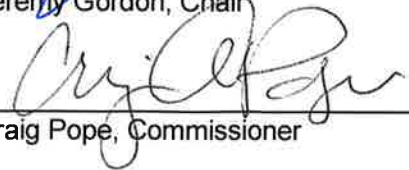
The following items were approved by Motion under **5. APPROVAL OF CONSENT CALENDAR:**


- a) Polk County Contract No. 23-09, Central School District  
(Greg Hansen, Administrative Officer)

There was no need for an executive session and Commissioner Gordon adjourned the meeting at 9:34 a.m.

**POLK COUNTY BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Jeremy Gordon, Chair

  
\_\_\_\_\_  
Craig Pope, Commissioner

  
\_\_\_\_\_  
Lyle Mordhorst, Commissioner