

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES May 17, 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.

3. COMMENTS

Commissioner Pope presented a plaque from the FFA for the Greenhouse Project that was awarded to Polk County and he thanked Central FFA for the recognition.

4. APPROVAL OF AGENDA

Commissioner Gordon stated there needs to be an add on to today's agenda in regards to a contract that needs signature from the Board for the Public Works Department. This contract is for the construction of Grand Ronde Road.

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

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

5. APPROVAL OF MINUTES OF BOARD MEETING OF May 10, 2023

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF May 10, 2023.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

6. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

7. CONTRACT FROM PUBLIC WORKS:

Todd Whitaker, Public Works Director, came to discuss a contract with the Board that needs signature this week. He presented the contract review sheet along with the contract to the Board, provided background information on this project and answered any questions that they had.

MOTION: COMMISSIONER POPE MOVED, COMMISSIONER MORDHORST SECONDED, TO SIGN THE CONTRACT PRESENTED.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

8. RECLASSIFICATION OF AN EMPLOYEE

Matt Hawkins, Admin Services Director, is recommending the reclassification of an employee from an Assistant Planner to an Associate Planner. Should the reclassification be approved, it would be effective June 1, 2023 and have a fiscal impact on the FY22-23 budget of approximately \$6,000 including PERs contribution should it be for 12 months.

APPROVED BY CONSENSUS OF THE BOARD.

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

- a) Jail Inspection Report 2023
(Morgan Smith, County Counsel)

There was no need for an executive session and before Commissioner Gordon adjourned the meeting, Greg Hansen wanted to thank the public and the voters for their support in passing the reauthorization of the Public Safety Levy.

Commissioner Gordon adjourned the meeting at 9:11 a.m.

POLK COUNTY BOARD OF COMMISSIONERS



Jeremy Gordon, Chair



Craig Pope, Commissioner



Lyle Mordhorst, Commissioner