

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES June 28, 2023

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 Mordhorst was present and Commissioner Gordon was present via Zoom.

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.

A public meeting of the Polk County Board of Commissioners will be held on June 28, 2023, at 9:00 A.M. in the Polk County Courthouse. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Polk County Budget Committee. A copy of the budget may be inspected or obtained at the Board of Commissioners office, Polk County Courthouse, between the hours of 8:00 A.M. and 5:00 P.M. This budget is for an annual budget period and is prepared on a basis of accounting that is consistent with the preceding year.

A public meeting of the Polk County 4-H, Master Gardener, Agriculture, Forestry, Extension District will be held on June 28, 2023 at 10:00 am at Polk County Courthouse Conference Room, Dallas, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2023 as approved by the Polk County 4-H, Master Gardener, Agriculture, Forestry, Extension District Budget Committee. A copy of the budget may be inspected or obtained at the Board of Commissioners Office, Polk County Courthouse, between the hours of 8:00 a.m. and 5:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same used the preceding year.

3. COMMENTS

None.

4. APPROVAL OF AGENDA

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

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

5. APPROVAL OF MINUTES OF BOARD MEETING OF June 21, 2023

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE THE MINUTES OF June 21, 2023.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

6. APPROVAL OF CONSENT CALENDAR

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

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

7. RESOLUTION 23-08, ADOPTION OF THE FY2023-2023 BUDGET

Greg Hansen, Administrative Officer, presented to the Board Resolution No. 23-08 in the matter of the Polk County Budget, appropriation of funds and imposing taxes for the fiscal year beginning July 1, 2023 as well a memorandum that went over his recommendation and background information. Mr. Hansen is recommending that the Board of Commissioner adopt Resolution No. 23-08. The Resolution for consideration has total appropriations in the amount of \$128,417,550. The permanent property tax rate being considered in the Resolution is \$1.716/\$1,000 which is the permanent rate established by the Department of Revenue for Polk County. The amount for the Public Safety operating levy is \$0.495/\$1,000 which was approved in the May 2023 election. Total budget for Polk County is \$128,417,550. This is an approximate 5.79% increase over last year's adopted budget. The major reasons for this increase are additional monies in the Health Services Fund, Behavioral Health Fund, and Public Works Fund.

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON SECONDED, TO APPROVE THE FY2023-2024 BUDGET AND ADOPT RESOLUTION NO. 23-08.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

8. GENERAL LIABILITY/PROPERTY INSURANCE FY2023-2024

Greg Hansen, Administrative Officer, presented to the Board a memorandum that recommends the Board approve the following for General Liability/Property Insurances for FY23-24:

1. Purchase General Liability insurance in the amount of \$773,959.71 less a deductible of - \$333,848.00 and multi-line credit -\$22,005.59 for a net of \$418,106.13 (Option C-Liability Retro Financing Plan).
2. Purchase Automobile Liability insurance in the amount of \$57,627.28.
3. Purchase Auto Physical Damage in the amount of \$42,236.58.
4. Purchase Property/Boiler insurance from CCIS in the amount of \$181,490.67 for buildings and contents.
5. Purchase the optional Crime Coverage in the amount of \$2,688.
6. Purchase Cyber Security Coverage and Excess Coverage \$32,025
7. Utilize the multi-line of credit. All coverages (#2, #3, and #4) include the multi-line of credit.

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON SECONDED, TO PURCHASE LIABILITY AND PROPERTY INSURANCE POLICIES FOR FY2023-2024.

MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.

9. WORKERS COMPENSATION INSURANCE FY2023-2023

Greg Hansen, Administrative Officer, presented a memorandum to the Board that went over his recommendation on which workers compensation insurance Polk County should use. Mr. Hansen is recommending that the Board select SAIF as its workers compensation insurance carrier and select a fixed plan in the amount of \$267,416.61.

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST SECONDED, TO SELECT SAIF AS POLK COUNTY'S WORKERS

**COMPENSATIONS INSURANCE CARRIER WITH THE FIXED PLAN OF
\$267,416.61.**


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. 23-105(Amendment 2 to Contract No. 19-50,
Oregon Healthy Authority
(Rosana Warren, Public Health)
- b) Polk County Contract No. 23-109, Oregon Health Authority
(Rosana Warren, Public Health)

There no need for an executive session and Commissioner Pope adjourned the meeting
at 9:17 a.m.

POLK COUNTY BOARD OF COMMISSIONERS



Jeremy Gordon, Chair



Craig Pope, Commissioner



Lyle Mordhorst, Commissioner