

**POLK COUNTY BOARD OF COMMISSIONERS**

**DATE:** January 3, 2024  
**TIME:** 9:00 a.m.  
**PLACE:** Polk County Courthouse, Dallas, Oregon

**THE LOCATION OF THIS MEETING IS ADA ACCESSIBLE. PLEASE ADVISE THE BOARD OF COMMISSIONERS AT (503-623-8173), AT LEAST 24 HOURS IN ADVANCE, OF ANY SPECIAL ACCOMMODATIONS NEEDED TO ATTEND OR TO PARTICIPATE IN THE MEETING VIRTUALLY.**

**PAGE:** **AGENDA ITEMS**

1. **CALL TO ORDER AND NOTE OF ATTENDANCE**
2. **ANNOUNCEMENTS**
  - (a) 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 principal 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 9:00am on every Monday in the Commissioners Conference Room at 850 Main Street, Dallas, Oregon.
  - (b) The Homeless Prevention Advisory Council (AKA P.A.T.H.S) will be meeting on January 10, 2024 from 12:00 pm to 1:30 pm located in the first floor conference room at 182 SW Academy St, Dallas Oregon, 97338.
3. **COMMENTS (for items not on this agenda and limited to 3 minutes)**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF THE MINUTES FROM December 27, 2023**
6. **APPROVAL OF CONSENT CALENDAR**

**CONSENT CALENDAR**

- a) Polk County Resolution No. 24-01, In the matter of designating regular public meeting times and dates
- b) Polk County Order No. 24-01, In the matter of designating official newspapers for publication of County public notices.

**THE BOARD OF COMMISSIONERS WILL MEET IN EXECUTIVE SESSION  
PURSUANT TO ORS 192.660.**

**ADJOURNMENT**

**POLK COUNTY BOARD OF COMMISSIONERS**  
**MINUTES December 27, 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 absent.

Staff present: Greg Hansen, Administrative Officer  
Morgan Smith, County Counsel

**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 (AKA P.A.T.H.S) will be meeting on January 10, 2024 from 12:00 pm to 1:30 pm located in the first floor conference room at 182 SW Academy St, Dallas Oregon, 97338.

**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 QUORUM.**

**5. APPROVAL OF MINUTES OF BOARD MEETING OF December 20, 2023**

**MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER POPE SECONDED, TO APPROVE THE MINUTES OF December 20, 2023.**

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

**6. APPROVAL OF CONSENT CALENDAR**

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

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

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

- (a) **Polk County Contract No. 23-240, Service Contract  
(Rosana Warren, Behavioral Health)**
- (b) **Polk County Contract No. 23-244, Employment Agreement  
(Greg Hansen, Administrative Officer)**
- (c) **Polk County Contract No. 23-245, Quon Design &  
Communication Inc.  
(Rosana Warren, Public Health)**
- (d) **Polk County Contract No. 23-246 (Amendment 1 to 23-48),  
Liberty House  
(Aaron Felton, District Attorney)**
- (e) **Polk County Contract No. 23-247 (Amendment 1 to 23-47),  
Juliette's House  
(Aaron Felton, District Attorney)**

There no need for an executive session and Commissioner Pope adjourned the meeting at 9:02 a.m.

**POLK COUNTY BOARD OF COMMISSIONERS**

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Craig Pope, Chair

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Jeremy Gordon, Commissioner

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Lyle Mordhorst, Commissioner

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**BEFORE THE BOARD OF COMMISSIONERS FOR  
POLK COUNTY, OREGON**

In the Matter of Designating )  
Regular Public Meetings )

**RESOLUTION NO. 24-01**

**WHEREAS**, the effective and lawful operation of county government includes the holding of numerous public meetings; and

**WHEREAS**, in a number of instances, the public meetings that are held by Polk County occur on a regular basis and therefore can be designated in advance at the outset of the calendar year; and

**WHEREAS**, it is the intent and desire of the Polk County Board of Commissioners that annual notice of regular meetings be announced by Resolution if at all possible;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Polk County Board of Commissioners:

1. The attached Exhibit "A" identifies regular public meetings, and designates the time and location for said meetings.

Dated: January 3, 2024 at Dallas, Oregon.

**POLK COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Craig Pope, Chair

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Lyle Mordhorst, Commissioner

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Jeremy Gordon, Commissioner

Approved as to Form:

\_\_\_\_\_  
Morgan Smith  
County Counsel

**POLK COUNTY**

**2024 Regular Public Meetings**

The Polk County Board of Commissioners will hold its regular meetings each Tuesday and Wednesday beginning at 9:00 a.m. in the main Conference Room of the Courthouse. Opportunity for public comment is given.

Department staff meetings each Monday, Thursday, and Friday between the hours of 9:00 a.m. and noon in the Board office. Matters for discussion and/or action will include on-going matters, upcoming matters, and new matters.

If a regularly scheduled meeting falls on a legal holiday, it will be rescheduled. Information may be obtained by calling the Commissioners' Office at (503) 623-8173.

The time and place of any special meeting will be stated when public notice of the meeting is given.

Information about meetings of Polk County's advisory boards, commissions, and committees may be obtained by calling the Commissioners' Office at (503) 623-8173.

Except as otherwise provided by law, all meetings are open and the public is welcome to attend.

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**BEFORE THE BOARD OF COMMISSIONERS  
FOR POLK COUNTY, OREGON**

In the Matter of )  
Designating Official )  
Newspapers for Publication )  
of County Public Notices )

**ORDER NO. 24-01**

**WHEREAS**, Polk County is required by numerous provisions of state and local law to publish notice of its business, suits, actions and proceedings in one or more newspapers of general circulation in Polk County; and

**WHEREAS**, the Itemizer-Observer is a newspaper of general circulation in Polk County which is published in Polk County; and

**WHEREAS**, the Statesman Journal is a newspaper of general circulation in Polk County that is published in Marion County; and

**WHEREAS**, ORS 255.145 requires publication of ballot titles for district measures in a newspaper of general circulation within Polk County, which has been selected by the Board of Commissioners at its first regular meeting each year; and

**WHEREAS**, ORS 311.615 and ORS 312.040 require the Board of Commissioners to identify a newspaper of general circulation within Polk County for publication of tax warrants and real property tax foreclosure lists and information; now, therefore:

**The Polk County Board of Commissioners hereby orders that:**

- (1) The Itemizer-Observer is designated as the newspaper in which facsimile ballots for Polk County shall be published. A copy of this order shall be forwarded to the County Clerk by the Executive Assistant to the Board of Commissioners after adoption of this order; and
- (2) The Itemizer-Observer is designated as the newspaper in which the County's real property tax foreclosure lists and service of warrants by publication shall be published; and
- (3) The Itemizer-Observer and the Statesman Journal are both recognized as newspapers of general circulation in Polk County. Any time that the law requires that the County publish a notice of County business, suits, actions

1 and proceedings in a newspaper of general circulation in Polk County,  
2 either newspaper may be used to satisfy that requirement.  
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7 DATED this 3th day of January 2024, at Dallas, Oregon.  
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20 Lyle Mordhorst, Commissioner  
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25 Jeremy Gordon, Commissioner  
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30 Approved as to Form:  
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Morgan Smith  
County Counsel