

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES August 7, 2024

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 and Commissioner Gordon 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 Fair will begin Wednesday August 7, 2024 at 2:00 PM located at the Polk County Fairgrounds and continue through Saturday August 10, 2024.

The Homeless Prevention Advisory Council (AKA P.A.T.H.S) will be meeting on August 14th, 2024 from 12:00 pm to 2:00 pm located at 1407 Monmouth Independence Hwy, Monmouth OR 97361.

The Polk County Board of Commissioners will be holding a public meeting on August 14th, 2024 to consider adopting updates to the Polk County Multi-Jurisdictional Natural Hazard Mitigation Plan. The hearing will take place at 9:00 a.m, located in the main conference room at 850 Main Street Dallas.

3. COMMENTS

Chip North provided public comment in regards to voter registration and voter rolls and stated that he was present during the clerk's update during yesterday's BOC meeting. He then read a statement aloud.

Patty McConville provided public comment in regards to her neighbor being deceased for at least a year and yet he received a ballot and it showed that he voted. She stated that she met with the clerk and she looked into and the ballot was not counted but Mrs. McConville does not understand why the voter roll shows a y on the roll for a deceased individual.

Barbara Sutherland provided public comment stating that she doesn't want to vote by computers and she doesn't want mail in ballots anymore.

Roger Shipman provided public comment in regards to the previous comments about the voter rolls and registration.

Linda Robinson provided public comment in regards to the previous comments about the voter rolls and voter registrations. She thanked the Board and the other Elected Officials for taking the time to listen to their constituents and their concerns with the elections. She read a written statement aloud.

Kathy Elgium provided public comment in regards to the previous comments. She went over a hand out that was given to the Board and staff. Mrs. Elgium then read a written statement aloud.

Michael Winger provided public comment in regards to the previous comments to Oregon's voter rolls and elections. He then read a written statement aloud.

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 July 31, 2024

**MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST
SECONDED, TO APPROVE THE MINUTES OF July 31, 2024.**

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. PUBLIC HEARING - CDBG APPLICANT

Commissioner Pope opened the public hearing at 9:24 a.m. and stated that the purpose of this Public Hearing is to notice the public of the county's intent to apply for a 2024 CDBG Housing Rehabilitation grant on behalf of the Polk Regional Collaborative and to receive comments from the public concerning the county's intent. Commissioner Pope then read the following notice verbatim into the record:

**Public Notice and Notice of Public Hearing
by the
Polk County Board of Commissioners**

Polk County is eligible to apply for a 2024 Community Development Block Grant from Business Oregon. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes.

Approximately \$12 million will be awarded to Oregon non-metropolitan cities and counties in 2024. The maximum grant that a city or county can receive is \$400,000 for a Housing Rehabilitation Program

Polk County is preparing an application for a 2024 Community Development Block Grant from Business Oregon for the Polk Regional Housing Rehabilitation (PRC) Program that will provide grants to owner-occupied homes in Polk County for the purpose of housing rehabilitation. It is estimated that the proposed project will benefit at least 30 persons, of whom 100% will be of low or moderate income.

A public hearing will be held by the Polk County Board of Commissioners at 9:00 am on August 07, 2024 at the Polk County Courthouse, 850 Main Street. Dallas, Oregon. The purpose of this hearing is for the Board of Commissioners to obtain citizen views and to respond to questions and comments about: community development and housing needs, especially the needs of low- and moderate-income persons, as well as other needs in the community that might be assisted with a Community Development Block Grant project; and the proposed project.

Written comments are also welcome and must be received by 4:00 pm August 06, 2024 at 850 Main Street. Dallas, Oregon 97338. Both oral and written comments will be considered by the Board of Commissioners in deciding whether to apply.

The location of the hearing is accessible to persons with disabilities. Please contact Nicole Pineda at (503) 623.8173 by August 06, 2024 if you will need any special accommodations to attend or participate in the meeting. You may attend and comment via Zoom by contacting Nicole Pineda at (503) 623.8173 by August 05, 2024

More information about Oregon Community Development Block Grants, the proposed project, and records about Polk County's past use of Community Development Block Grant funds is available for public review at the Polk County Court House, 850 Main Street. Dallas, Oregon, during regular office hours. Advance notice is requested. If special accommodations are needed, please notify Nicole Pineda at (503) 623.8173 so that appropriate assistance can be provided.

Permanent involuntary displacement of persons or businesses is not anticipated as a result from the proposed project. If displacement becomes necessary, alternatives will be examined to minimize the displacement and provide required/reasonable benefits to those displaced. Any low- and moderate-income housing that is demolished or converted to another use will be replaced.



Commissioner Pope noted that there were no written comments received.

Next Diana Cvitanovich, Polk Community Development Corporation, provided a brief staff report explain that the county has an opportunity to apply for funding from Business Oregon Infrastructure Finance Authority to secure a 2024 Community Development Block Grant (CDBG) Housing Rehabilitation award for the purpose of assisting low-moderate income single –family, owner-occupied households with repairs essential to their health, safety and housing stability. One of the steps in applying is to hold a public hearing in which the public has an opportunity to comment on the proposed application.

Commissioner Pope asked the Board if they have any questions for staff. Commissioner Pope stated that he just read into the record that this grant will help at least 30 persons, but in past years, he has only seen 12 homes. Mrs. Cvitanovich stated that they estimate that each home has an estimated 2.5 persons. Kimberly Lyle, Polk CDC, answered Commissioner Pope's question. Commissioner Pope asked if they currently have a waiting list of homes that need assistance and Mrs. Lyle answered his question. Commissioner Pope asked about the percentage of the grant that will go to administrative fees and Mrs. Cvitanovich gave a brief explanation of what those funds pay for and that she can provide the Board with a more detailed report at a later time. Commissioner Gordon stated that he supports the program for Polk County residents very much but he does not support all the bureaucratic red tape. Commissioner Gordon asked them to explain how does the public gain access to these funds and Mrs. Lyle went over the process. Commissioner Gordon asked if she knows what the average time is from start to finish and Mrs. Lyle answered his question. Commissioner Pope asked a follow up question to Commissioner Gordon's question. Mrs. Cvitanovich stated that there are so many variables to the timelines and explained why there isn't a set timeline for these projects, they are circumstantial. Commissioner Pope asked what is Polk County's advantage to this because Polk CDC is doing all of the work and Mrs. Cvitanovich agreed with his statement and stated that they are bringing an essential benefit to Polk County residents. Commissioner Pope asked what is the liability for Polk County since we are the ones signing off on these applications. Mrs. Cvitanovich answered his question.

At 9:49 a.m. Commissioner Pope opened the public hearing to public comment.

There was no one present for public comment

At 9:49 a.m. Commissioner closed public comment and closed the public hearing. Commissioner Pope stated that the Board would now make a decision in naming a program certifying officer. Commissioner Gordon stated that he supports the program and Commissioner Mordhorst supports the program as well.

MOTION: COMMISSIONER MORDHORST MOVED, COMMISSIONER GORDON SECONDED, TO MAKE POLK COUNTY THE LEAD APPLICANT AND TO NAME GREG HANSEN AS THE PROGRAM CERTIFYING OFFICER. CHAIRMAN POPE VOTED NO.

MOTION PASSED BY A VOTE OF 2-1.

8. RECLASSIFICATION OF AN EMPLOYEE

Matt Hawkins, Admin Services Director, is recommending the reclassification of an employee from a Health Services Supervisor III to a Health Services Manager I. Should the reclassification be approved, it would be effective August 1, 2024 and will have an impact on the budget for FY 2024-2025 of approximately \$9,500 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) **Polk County Order No. 24-07, Solid Waste Rate Increase**
(Austin McGuigan, Community Development Director)
- b) **Polk County Order No. 24-08, Appointing a Public Health Administrator**
(Noelle Carroll, Health Services Director)

There no need for an executive session and Commissioner Pope adjourned the meeting at 9:53 a.m.

POLK COUNTY BOARD OF COMMISSIONERS



Craig Pope, Chair



Jeremy Gordon, Commissioner



Lyle Mordhorst, Commissioner