

POLK COUNTY BOARD OF COMMISSIONERS

DATE: April 2, 2025
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.
- 3. COMMENTS (for items not on this agenda and limited to 3 minutes. We encourage all community members to engage with public comments to the Board of Commissioners. However, out of respect for our audience and a general sense of decorum please refrain from vulgar, threatening or inappropriate language.)**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF THE MINUTES FROM March 26, 2025**
- 6. CHILD ABUSE PREVENTION PROCLAMATION – Abby Warren**

CONSENT CALENDAR

N/A

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

ADJOURNMENT

POLK COUNTY PUBLIC MEETINGS AND PUBLIC HEARINGS
GUIDELINE FOR CITIZENS

REGULAR MEETING AGENDA

Regular meetings of the Polk County Board of Commissioners convene at 9 a.m. each Wednesday morning. Any person wishing to bring a matter before the Board at one of these meetings may do so by mailing or delivering written notice, concisely describing the nature of the item, to the Board of Commissioners, Polk County Courthouse, Dallas, Oregon 97338, by noon on the preceding Thursday. Unless otherwise announced, meetings are held in the Main Conference Room of the Courthouse.

APPEARANCE OF INTERESTED CITIZENS

The Board sets aside a time at each regular meeting for comment by the public on subjects not appearing on the Agenda. Individuals may come forward and make any statement they wish, but not to exceed three (3) minutes in length, except as is required to give concise answers to questions from Board members. If the subject will require a lengthier presentation, or merits inclusion as an item on the Agenda of a future meeting, the Board shall schedule it accordingly.

PUBLIC HEARING FORMAT
Land Use

1. Chairman opens hearing.
 - a. Reading of hearing request or appeal statement.
 - b. Call for abstentions (ex parte contact or conflict of interest).
2. County staff presents background, summary and its recommendation (20-minute limit).
3. Applicant (Appellant) presents his/her case (15-minute limit).
4. Public testimony. Note that all testimony and evidence must be directed toward the applicable factual and legal criteria as identified in the record and/or during this hearing. Do not repeat previous testimony. Simply note for the record that you are in agreement with that earlier testimony. Your time to present testimony is limited. FAILURE TO RAISE AN ISSUE IN THIS HEARING, IN PERSON OR BY LETTER, OR FAILURE TO PROVIDE ADEQUATE SPECIFICITY TO AFFORD THE BOARD AN OPPORTUNITY TO RESPOND TO THE ISSUE MAY PRECLUDE LATER APPEAL TO LUBA ON THAT ISSUE.
 - a. Individuals in favor of the application or appeal.
 - b. Individuals against the application or appeal. At the discretion of the Chairman, an attorney, consultant, or other designated representative of two or more individuals may be allowed the combined time for each represented individual who does not speak, not to exceed 20 minutes. The Chairman may require proof of designation.
5. Rebuttal by Applicant (Appellant) (10-minute limit).
6. Questions from Board (discussion limited to individuals questioned by the Board).
 - a. Staff.
 - b. Applicant (Appellant).
 - c. Individuals testifying.
7. Chairman closes hearing and announces closing of Record.
8. Chairman announces date for deliberation and decision.
9. The Board's decision is deemed the final decision of Polk County. It may be appealed to LUBA within 21 days of its issuance in written form. The address and phone number of LUBA may be obtained from the Polk County Community Development Department and will also appear on the Notice of Decision which will be mailed to all persons who testify, submit comments, or print their name and address on the hearing attendance sheet at the back of the hearing room.

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES March 26, 2025

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
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 Mordhorst shared some news from the Sheriff's Office and that they are working with Key Bank and they will be holding a seminar on fraud prevention at the Polk County Fairgrounds on April 2nd.

4. APPROVAL OF AGENDA

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

**ALL VOTED YES.
MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.**

5. APPROVAL OF MINUTES OF March 19, 2025

**MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST
SECONDED, TO APPROVE THE MINUTES OF March 19, 2025.**

**ALL VOTED YES.
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.**

**ALL VOTED YES.
MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.**

7. SUPPLEMENTAL BUDGET FY24-25 & RESOLUTION NO. 25-06

Greg Hansen, Administrative Officer, presented a memorandum to the Board, along with Resolution No. 25-06. Mr. Hansen explained what this resolution is for and provided background information on the supplemental budget. Mr. Hansen is recommending that the Board approve the supplemental budget by adopting Resolution No. 25-06 to increase revenues and appropriations within the Domestic Mediation Fund and County School Fund for FY 2024-2025

MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST SECONDED, TO APPROVE AND ADOPT POLK COUNTY RESOLUTION NO. 25-06 TO INCREASE REVENUES AND APPROPRIATIONS WITHIN THE DOMESTIC MEDIATION FUND AND THE COUNTY SCHOOL FUND FOR FY 2024-2025.

**ALL VOTED YES.
MOTION PASSED BY UNANIMOUS VOTE OF THE BOARD.**

8. RECLASSIFICATION OF AN EMPLOYEE

Matt Hawkins, Admin Services Director, is requesting the reclassification of an employee from a Management Analyst I to the HS Quality and Analytics Coordinator. Should the reclassification be approved, it would be effective April 1, 2025 and would have fiscal impact on the budget for FY 24-25 of approximately \$18,000 including PERS contributions 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) Ratification of Hearings Officers Decision regarding the granting of a Franchise for a Transfer Station - PCCO 70.0706.
(Austin McGuigan, Community Development Director)
- b) Property Value Appeals Board Appointments, Michael Sewell & Timothy English
(Cole Steckley, PVAB Clerk)

There no need for an executive session and Commissioner Pope adjourned the meeting at 9:07 a.m.

POLK COUNTY BOARD OF COMMISSIONERS

Craig Pope, Chair

Jeremy Gordon, Commissioner

Lyle Mordhorst, Commissioner

Minutes: Nicole Pineda
Approved: April 2, 2025

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

In the Matter of Proclaiming)
The Month of April, 2025)
As Child Abuse Prevention Month)

PROCLAMATION NO. 25-01

WHEREAS, children are vital to our state’s future success, prosperity and quality of life as well as being one of our most vulnerable assets;

WHEREAS, research shows that safe and nurturing relationships and engaging and stable environments improve brain development and child well-being, while neglectful or abusive experiences and unstable or stressful environments increase the odds of poor childhood outcomes; and

WHEREAS, the abuse and neglect of children can cause severe, costly and lifelong problems affecting all of society, including physical and mental health problems, school failure and criminal behavior; and

WHEREAS, preventing child abuse and neglect is a community responsibility affecting both the current and future quality of life of Polk County residents;

WHEREAS, during the month of April, Polk County, and community partner agencies, will engage families in a coordinated effort to prevent child abuse and neglect by providing parents with social support, increasing knowledge of parenting best practices and child development, educating the community on abuse and neglect warning signs and response strategies, and providing resource connection to families within their communities,

NOW THEREFORE, THE POLK COUNTY BOARD OF COMMISSIONERS DO HEREBY PROCLAIM the month of April, 2025 as ***CHILD ABUSE PREVENTION MONTH*** and urge all residents to engage in activities whose purpose is to strengthen families and communities to provide the optimal environment for healthy child development.

Dated this day of April 2nd 2025, at Dallas, Oregon.

POLK COUNTY BOARD OF COMMISSIONERS

Craig Pope, Chair

Lyle Mordhorst, Commissioner

Jeremy Gordon, Commissioner