

POLK COUNTY BOARD OF COMMISSIONERS

DATE: July 23, 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.
 - (b) The Polk County Board of Commissioners will be attending the Polk County Local Public Safety Coordinating Council meeting on August 4, 2025 at 12:00 p.m., located at 850 Main St., Dallas, OR 97338.
- 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 July 9 & July 16, 2025**
- 6. APPROVAL OF CONSENT CALENDAR**
- 7. MONTHLY TREASURER REPORT – Steve Milligan**
- 8. SALEM HEALTH CHECK PRESENTATION TO FCO WARMING CENTERS –
Mallery Gould, Brent DeMoe & Matt Smucker**
- 9. USDA APHIS UPDATE – Brian Thomas & Matt Alex**

CONSENT CALENDAR

- a) Polk County Easement Agreement
(Todd Whitaker, Public Works Director)

**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 July 9, 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 was present and Commissioner Gordon attended through phone.

Staff present: Greg Hansen, Administrative Officer
Morgan Smith, County Counsel
Matt Hawkins, Administrative Services Director

2. ANNOUNCEMENTS

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3. COMMENTS

None.

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 July 2, 2025

**MOTION: COMMISSIONER GORDON MOVED, COMMISSIONER MORDHORST
SECONDED, TO APPROVE THE MINUTES OF July 2, 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. LENGTH OF SERVICE AWARDS

The Polk County Board of Commissioners and staff recognized the following employees for their years of service to Polk County.

- Mark Davis, 20 years of service
- Eric McAvoy, 10 years of service
- Matt Wilson, 10 years of service

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

- a) Polk County Contract No. 25-116, Eddy Heritage Farms, LLC
(Rosana Warren, Public Health)

At 9:03 a.m. County Counsel announced that the meeting was recessed to Executive Session pursuant to ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

At 9:20 a.m. the Executive Session ended, Commissioner Pope directed staff to move forward as discussed and he adjourned the meeting.

POLK COUNTY BOARD OF COMMISSIONERS

Craig Pope, Chair

Jeremy Gordon, Commissioner

Lyle Mordhorst, Commissioner

POLK COUNTY BOARD OF COMMISSIONERS
MINUTES July 16, 2025

1. CALL TO ORDER & ATTENDANCE

At 9:02 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

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3. COMMENTS

None.

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 CONSENT CALENDAR

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

ALL VOTED YES.

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. 25-121, Grant Agreement
(Rosana Warren, Behavioral Health)
- b) Polk County Contract No. 25-122, Service Contract
(Rosana Warren, Behavioral Health)
- c) Polk County Contract No. 25-123, Dallas School
District
(Dana Goodale, Family & Community Outreach)
- d) Polk County Contract No. 25-125, Oregon Youth
Authority
(Jodi Merritt, Community Corrections Director)
- e) Polk County Contract No. 25-127, Falls City School
District
(Dana Goodale, Family & Community Outreach)

There no need for an executive session and Commissioner Pope adjourned the meeting at 9:03 a.m.

POLK COUNTY BOARD OF COMMISSIONERS

Craig Pope, Chair

Jeremy Gordon, Commissioner

Lyle Mordhorst, Commissioner

EASEMENT

KNOWN ALL MEN BY THESE PRESENTS, that JEFFRY G. WOOD and JULIE R. WOOD, Grantors, do hereby convey unto POLK COUNTY, a political subdivision of the State of Oregon, Grantee, an easement for the purpose of installing and maintaining storm drainage facilities. Easement is more particularly described as follows;

A strip of land, lying in the Northeast one-quarter of Section 30, Township 7 South, Range 3 West of the Willamette Meridian, Polk County, Oregon and being a portion of that tract of land conveyed to JEFFRY G. WOOD and JULIE R. WOOD as tenants by the entirety, By Bargain and Sale deed recorded in the Polk County Book of Records, Document 2024-001411, in Polk County, Oregon, said strip of land is 10 feet wide, 5 feet on each side of the following described centerline;

Beginning at the Westerly Northwest corner of that tract of land described in Polk County Book of Records, Document 2024-001411, said corner also being the Northeast corner of Lot 4, Block 1 as platted in the Eola Heights Subdivision and recorded in Book 5, Page 28, Book of Town Plats, Polk County, Oregon; Thence, North 71°05' 11" East 3.82 feet and North 30°20'11" East 10.59 feet to the true point of beginning; Thence, South 72°33'48" East 6.65 feet to an angle point; Thence, South 51°17'34" East 40.21 feet to the terminus of easement. The Basis of Bearings for this description is the Oregon Coordinate Reference System, Salem Zone, Nad83(2011), Grid.

TO HAVE AND TO HOLD the above described and granted easement unto said POLK COUNTY, its successors and assigns forever, and that the Grantors will and their successors and assigns shall, warrant and forever defend the above granted easement, and every part and parcel thereof, against the lawful claims and demands of all persons whatsoever.

Dated this 10 day of July, 2025

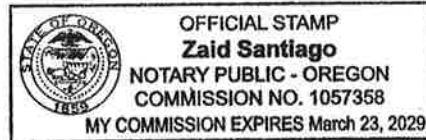

Jeffrey G. Wood


Julie R. Wood

STATE OF OREGON)
County of Polk)ss.
)

This instrument was acknowledged before me on the 10 day of July, 2025 by Jeffry G. Wood and Julie R. Wood

Zaid Santiago
Notary Public – Oregon
My commission expires March 23, 2029



Polk County Acceptance:

Board of Commissioners

Date

Approved as to form:

County Counsel

Date