

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 22-12-06-03

IN THE MATTER OF APPOINTING THE COUNTY  
TREASURER, COUNTY CLERK, AND COUNTY  
SURVEYOR, AND ADOPTING CHANGES TO  
LANE MANUAL CHAPTER 3 TO CLARIFY THE  
APPOINTMENT PROCESS (LM 3.005.012 and LM  
3.005.015)

**WHEREAS**, the Board is required to appoint individuals to serve in the Constitutionally-mandated and statutory offices of County Clerk, County Treasurer, and County Surveyor; and

**WHEREAS**, no specific term is set by the Lane County Home Rule Charter for these offices, it is prudent to adopt the appointments to these offices to ensure the office holders' authority to carry out the responsibilities of their respective offices; and

**WHEREAS**, certain changes to Lane Code Chapter 3 are needed to clarify the appointment process for the County Clerk and the County Treasurer;

**NOW, THEREFORE**, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The following persons are hereby appointed and confirmed, and shall continue to serve until such time as the position becomes vacant or the Board acts to remove or appoint another:  
Dena Dawson Lane County Clerk  
Gregory Holmes Lane County Treasurer  
Mikeal Jay Blommé Lane County Surveyor
2. Lane Manual Chapter 3 is amended by removing, substituting and adding the following sections:

REMOVE THESE SECTIONS

NONE  
LM 3.005.015

INSERT THESE SECTIONS

LM 3.005.012  
LM 3.005.015

If any section, subsection, sentence, clause, phrase, or portion of this Order or the referenced Lane Manual provisions are for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion is deemed a separate, distinct, and independent provision, and such holding does not affect the validity of the remaining portions.

Said sections are attached hereto and incorporated herein by reference.

ADOPTED this 6th day of December 2022.



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Pat Farr, Chair  
Lane County Board of Commissioners

**3.055.012 – Board Appointments.**

- A. The Board will appoint a County Clerk to perform the functions of a county clerk under Oregon law.**
- B. The Board will appoint a County Treasurer to perform the functions of a county treasurer under Oregon law.**

**3.055.015 - Director.**

- A. Under the administrative direction of the County Administrator, the head of the Operations division will have the title of Director of Operations Lane County.
- B. The Director will have the responsibility for the management of the County Operations division and the “Functions” as stated below.
- C. The Director will **oversee the functions of the County Treasurer and County Clerk, and shall serve as County Treasurer or County Clerk in the event of a vacancy in either office.**~~also have the titles of Finance Director and Treasurer of Lane County, and such other titles as are authorized under state law for use by the County Clerk in performing the functions described below.~~ The Director may further delegate such authority in writing.
- D. The Director will have the authority to authorize and issue refunds for fines, fees or excess payments, except for taxes and for payments made to the Department of Public Works on applications denied or not acted upon by request of the applicant.
- E. The Director will be responsible for developing procedures for the uniform application of financial policies consistent with the law.
- F. The Director will perform such additional duties or assignments as may be delegated by the County Administrator or the Board.

(Order No. 17-06-06-06, 6.6.17)

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