

**Crook County Work Session  
December 11, 2018**

Judge Crawford opened the Work Session at 9:00 a.m. in the Legal Conference room located at 203 NE Court Street, Prineville, Oregon. In attendance: County Court; Legal Counsels; Powell Butte resident Casey James; Roadmaster Bob O'Neal; County Clerk Cheryl Seely; County CFO Jeff Caldwell; County IT Director Izaac Ross; County Planner Ann Beier; Sheriff John Gautney; Undersheriff James Savage, City of Prineville Police Chief Dale Cummings and Debbie Palmer, Finance.

**PB Resident re: McCafferty Rd Maintenance / Casey James**

Casey James, resident of McCafferty Rd, Powell Butte, discussed the maintenance of McCafferty Road in Crook County off of Highway 126. Discussion included responsibility, liability, cost, litigation and other residents on the road.

Participants: County Court; Casey James; Legal Counsel

**Fiber Project/ Izaac Ross**

IT Director Izaac Ross presented information for a fiber optic project for four sites that do not have fiber now but seek to have fiber, the billing per site, the proposed differences of new service to the old, two companies that provide service, the goal that includes a primary and secondary ISP, the bid amounts, and a business case to explain the goal of the project. Costs were presented for phases, 5-year plan, pros and cons, and reconvening date. Commissioner Barney would like information to him for review.

Participants: County Court; Legal Counsel; Izaac Ross; Ann Beier

**Bus transfer to COIC/amount of "sale" (Central Oregon Intergovernmental Council)**

Assistant Legal Counsel presented information regarding ownership of a bus and transferring the ownership from the County to COIC, transportation grants involved, an update on the relationship of the County and COIC and legal documents involved.

Participants: Assistant Legal Counsel Eric Blaine

**STIF Bylaws/County Counsel Jeff Wilson**

Information provided regarding by-laws and STIF Committee and IGA between the County and COIC regarding projects.

**MOTION:**

Commissioner Brummer moved and Commissioner Barney seconded approval of the STIF Advisory Committee By-Laws. Vote was 3-0, motion carried.

Participant: County Counsel Jeff Wilson

**PacifiCorp Easement & agreement/ Jeff Wilson**

County Counsel presented information regarding the height of electrical lines crossing highways. Bob O'Neal is concerned that it should be 23 feet where it crosses a highway and are currently under 14 feet. Information provided by Ann Beier regarding the height of poles and lines, the easement, and the cost of the easement.

Participants: County Counsel, Commissioner Barney, Ann Beier and Bob O'Neal

**MOTION:**

Commissioner Barney moved and Commissioner Brummer seconded to approve the right of way, agreement in support of easement, with PacifiCorp including the separate support. Vote was 3-0, motion carried.

Planner Ann Beier announced a public Open House to be hosted by PacifiCorp regarding the Ochoco substation and the transmission line and hopes for a good turnout.

Brief discussion of Johnson Creek Road held by Bob O'Neal and Commissioner Barney.

**Approve Task Order #3 for Airport Apron/ Jeff Wilson**

County Counsel presented a Task Order for the Airport Apron Project, Phase 3, the engineer final design and Phase 4 services during construction, not to exceed original approved costs. Approved for the apron is Task Order #3 Phase 3 and Phase 4. Task Order #4 will be \$146,000 and Commissioner Barney would like to see sideboards on this.

Participants: CFO Jeff Caldwell, Commissioner Barney and Counsel Jeff Wilson

**MOTION:**

Commissioner Barney moved and Commissioner Brummer seconded to approved Task Order #3, Phase 3 and Phase 4. Vote was 3-0, motion carried.

Commissioner Barney requests that CFO Jeff Caldwell take over cost information and process on Task Order #4. Mr. Wilson discussed Task Order Phase 3 and Phase 4, most all for the Helibase. Information on Task Order #4 will be sent to Counsel Wilson and CFO Jeff Caldwell will review expenses so far.

A representative from PacifiCorp, Kelly Coffelt, Jeff Caldwell and Commissioner Barney will be meeting to discuss these projects.

Participants: Kelly Coffelt, CFO Jeff Caldwell; Counsel Jeff Wilson; Commissioner Barney

**ADDITION:**

**DLR CHANGE ORDER**

Counsel Jeff Wilson presented a DLR Change Order amendment, primarily regarding new fencing for the jail project.

Participants: Counsel Wilson, Commissioner Barney

**MOTION:**

Commissioner Barney moved and Commissioner Brummer seconded to approve the latest change order with the DLR group and to authorize signature outside of Court. Vote was 3-0, motion carried.

**BONDS:**

CFO Jeff Caldwell advised the Court that he has sent off the third installment on the bonds today.

**Purchase of Clear Ballot Software and License Documents/ Jeff Wilson**

Counsel Wilson advised the Court that Multnomah County has prepared a contract for the Clear Ballot Software and it allows other counties to tag onto the contract. Information provided regarding costs, license, support, training and equipment. County Clerk Cheryl Seely said her contact is with the company Don Defoe. Cost is \$77,875.

Participants: Counsel Wilson, County Clerk Cheryl Seely

**MOTION:**

Commissioner Brummer moved and Commissioner Barney seconded to approve the software contract and license for Clear Ballot and authorize signature outside of Court. Vote was 3-0, motion carried.

Ms. Seely presented information on vote by mail, counties using the vote by mail program, response numbers, and training required for signature authentication.

Following completion of the agenda items plus additions, Judge Crawford adjourned the Court out of Open Work Session and into Executive Session under ORS 192.660(2)(e) for the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

**Executive Work Session**

**ORS 192.660(2)(e)** Discussion of Criminal Justice Center.

Participants: Sheriff, City Police Chief, Court members

Following the discussion, the Court was taken out of Executive Session and into Open Work Session inviting members of the public into the meeting room.

**OPEN WORK SESSION:** No decisions or motions following the Executive Session discussion.

**Community Development/ Lack of Space**

Discussion regarding the space problem with the increase in staff members of Community Development. More Office Staff and additional needed inspectors are requiring addition space. Commissioner Barney has been looking into additional space in which to locate the department. At this time, there is discussion of locating a mobile building on the east side of the Courthouse.

**MOTION:**

Commissioner Barney moved and Commissioner Brummer seconded to continue the process of locating a mobile building on the east side of the Courthouse, and to authorize signature of documents outside of Court. Vote was 3-0, motion carried.

Judge Crawford adjourned the meeting at 11:10 a.m.

Respectfully submitted,

Colleen Ferguson, Crook County Court Secretary