

**CROOK COUNTY COURT MINUTES  
OF April 27, 2021 WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on April 27, 2021, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Amy Albert; HR Director Kim Barber; Sheriff John Gautney; Librarian April Witteveen; IT Director Troy Poncin; Road Master Bob O'Neal; Accounting Manager Janet Pritiskutch; Treasurer Galen Carter; Senior Accountant Christine Kurtz; Assessor Jon Soliz; Clerk Cheryl Seely; Director Ann Beier; Deputy Director Katie Plumb and Planner Katie McDonald.

**WORK SESSION**

The meeting was **called to order at 9:00 a.m.**

Agenda Item #1, Covid-19 Update: Deputy Director of the Health Department Katie Plumb provided the Court with a Covid-19 update. There has been a recent surge in Covid-19 cases, in the past two weeks one hundred six individuals have tested positive. Beginning today there are evening appointments available at the vaccination clinic, through the clinic will soon end and vaccinations will be administered at the Health Department.

Agenda Item #2, IT Fees from Clerk's Office – Review Use of Fee's: Accounting Manager Janet Pritiskutch requested the Court provide updated direction for IT fee collection that was established in 2005. Currently there is a \$5 technology fee collected on recordings through the Clerks Office, Ms. Pritiskutch is proposing the fee go toward computer replacement. Ms. Pritiskutch will draft an Order designating the use of the fee collection.

Agenda Item #3, Parks and Rec District Fee Increase: Community Development Director Ann Beier informed the Court about a public notice that will be sent out by Parks and Rec involving a fee increase. Ms. Beier's concern with the public notice is a statement regarding a potential fee increase to a maximum of \$40,000. While the fees won't be increased to this amount the County's logo is on the public notice and the County had no input on this matter as Parks and Rec is a special district. If members of the public call concerning this matter, they are to be referred to Parks and Rec.

Agenda Item #4, Update/Get Signatures for CAFFA Grant: Surveyor Jon Soliz requested a signature from the Court for a CAFFA Grant that is due Monday, May 3, 2021. Due to the time constraints the grant was signed by Judge Crawford.

**MOTION** to approve form eight of the 2021-2022 of the grant application. Motion seconded. No further discussion. Motion carried 3-0.

Agenda Item #5, Courthouse Seismic Retro Fit Evaluation: Commissioner Barney updated the Court on the Courthouse tour with Walker Structural Engineering and Kirby Nagelhout Construction regarding the seismic retro fit evaluation of the Courthouse. A cost estimate should be provided by next week so the County may take the next steps toward a seismic retro fit.

Addition - Correspondence to Governor Brown: Judge Crawford presented the Court with two letters to Governor Brown, one from AOC and the other from Crook County, requesting reconsideration to the approach to virus mitigating factors. The Court will send both letters to Governor Brown.

**MOTION** to approve sending Crook County and AOC letters to Governor Brown with signatures. Motion seconded. No further discussion. Motion carried 3-0.

### **EXECUTIVE SESSION**

None Scheduled

There being no further business before the Court, the meeting was **adjourned at 9:29 a.m.**

Respectfully submitted,

**Amy Albert**