

**CROOK COUNTY COURT MINUTES  
OF NOVEMBER 22, 2022 WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on November 22, 2022, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: Judge Seth Crawford

Others Present in Person or Via WebEx: Legal Counsel Eric Blaine; Administration Executive Assistant Amy Albert; Legal Assistant Lindsay Azevedo; Director Kim Barber; Manager Kim Herber; Manager Casey Daly; Director April Witteveen; Manager Cindy York; Manager Sean Briscoe; Sheriff John Gautner; Chief Administrative Clerk Stephanie Wilson; Lieutenant Aaron Boyce; Commander Bill Elliott; Assistant Finance Director Christina Haron; Accountant Kathy Puckett and members of the public.

**WORK SESSION**

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

Agenda Item #1, Public Comment:

Agenda Item #2, Community Corrections Mental Health Technician: Chief Administrative Clerk Stephanie Wilson requested the Court approve a new position for a Community Corrections Mental Health Technician funded by Parole and Probation. This position will service the Jail and Parole and Probation, it will not compete with Best Care.

**MOTION** to approve hiring authorization request for the Community Corrections Mental Health Technician. Motion seconded. No further discussion. Motion carried 2-0.

Agenda Item #3, Oregon Paid Leave: Human Resources Director Kim Barber presented the Court with multiple options for the Oregon paid sick leave program that will go into effect in 2023. The Hartford plan was recommended to the Court as presenting the best value to the County and County employees, as contributions will not begin until September 2023.

**MOTION** to approve perusing the Hartford plan for Oregon paid leave program. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to authorize staff to complete any ancillary items as needed. Motion seconded. No further discussion. Motion carried 2-0.

Agenda Item #4, Approve New Draft of Library Board of Trustee Bylaws: Library Director April Witteveen presented the Court with updated bylaws for the Library Board of Trustees, the update incorporates Order 2022-52.

**MOTION** to approve new library board of trustee's bylaws. Motion seconded. No further discussion. Motion carried 2-0.

Agenda Item #5, Upgrades and Purchases for the Fairgrounds: Fairgrounds Manager Casey Daly received State funding for capital upgrades to the Fairgrounds. After going out for bids on multiple items, Mr. Daly requested the Court approve the purchase of the following items: a used CAT roller, a John Deere Tractor, forty livestock pens, a skid steer, roof repairs to the indoor kitchen and upgraded to the Cowboy Bathroom.

Mr. Daly also requested Cooper Electric receive the bid for the second phase of the outdoor arena lighting. County Counsel Eric Blaine requested time to review the contract for phase I of the lighting for the outdoor arena and draft an Order for the December 7<sup>th</sup> Court meeting.

**MOTION** to approve informal bid for roller from Idaho Falls as presenting the best value to the County. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to accept bid from Pape Machinery for approximately ninety-eight thousand dollars. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to accept bid from WW Livestock systems for thirty-seven thousand two hundred ninety dollars. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to approve bid from SMAF Construction for forty-five thousand dollars as reflecting the best value to the County. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to approve bid from Griffin Construction for fifty-eight thousand forty-six dollars. Motion seconded. No further discussion. Motion carried 2-0.

**MOTION** to approve the bid from Crooked River Advanced Plumbing as presenting the best value to the County. Motion seconded. No further discussion. Motion carried 2-0.

At 9:39 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

## **EXECUTIVE SESSION**

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

**MOTION** to direct staff to proceed as discussed in the Executive Session. Motion seconded. No further discussion. Motion carried 2-0. There being no further business before the Court, the meeting was **adjourned at 9:47 a.m.**

Respectfully submitted,

**Amy Albert**