

**CROOK COUNTY COURT MINUTES  
OF JANUARY 24, 2023 WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on January 24, 2023, 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 Counsel John Eisler; Administration Executive Assistant Sarah Puerner; Legal Assistant Lindsay Azevedo; Assistant Finance Director Christina Haron; Budget Analyst Jamie Berger; Clerk Cheryl Seely; Manager Kim Herber; Manager Tim Deboodt; Andy Parks; Assessor Jon Soliz; Library Co-Managers Cindy York and Sean Briscoe; Director Erika Frickey; District Attorney Kari Hathorn; Payroll/Benefits Administrator Kathy Puckett; Manager Jeff Merwin; City of Prineville Capital Project Manager Caroline Ervin and Eric Klann.

**WORK SESSION**

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

Agenda Item #1, Public Comment: None

Agenda Item #2, City Grant Application:

Requester: Caroline Ervin

Details: Caroline Ervin from the City of Prineville attended the work session to discuss a grant opportunity for the Prineville Renewable Energy Project (PREP). The Community Risk Reduction Grant offers an opportunity for additional engagement from the County with PREP. The purpose of the grant is to provide community risk reduction as it relates to wildfire and the connection with the PREP facility provides a disposable alternative for materials that are cleared for defensible space. Multiple applications for the grant can be submitted. The City of Prineville will apply for a \$250,000 grant and the Fire Department and the County would apply for a \$500,000 grant each. If all is awarded, the combined total would equal \$1.25 million. Ms. Ervin provided a draft application, and this was reviewed in the work session. County Judge Seth Crawford will sign and approve the draft application for submission. If Crook County is awarded the grant, then this item would move to a regular Court session for court voting.

Agenda Item #3, Library Closure Dates:

Requester: Cindy York / Sean Briscoe

Details: Library Co-Mangers Cindy York and Sean Briscoe attended the work session to request additional closure dates for the library in addition to the already approved Holiday schedule. Each year, the library is closed on certain dates that are used for staff development. The library wanted to request two closure dates for staff development and one closure date due to how the holiday falls on the calendar. The dates requested were

April 21<sup>st</sup>, October 9<sup>th</sup>, and November 11<sup>th</sup>. This item will move to Consent Agenda for the Court session on February 1<sup>st</sup>.

Agenda Item #4, Department Presentations:

Requester: Andy Parks

Details: Andy Parks and Budget Analyst Jamie Berger helped Department Heads organize mid-year budget presentations. The work session included presentations from Kari Hathorn from the District Attorney's Office; Jeff Merwin from the Landfill; Erika Frickey from the Juvenile Department; Cheryl Seely from the Clerk's Office; Christina Haron from the Finance Department; Jon Soliz from the Assessor's Office; and Andy Parks from Administration/Court and the Airport. Representatives from these departments discussed their department summary, projects completed as planned, projects currently in progress, projects to be started before June 30<sup>th</sup>, projects for the next fiscal year, any changes in their department from the last year, any upcoming challenges, and general department highlights.

At 10:29 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(h) Consulting with Counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed and ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

**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 to proceed as directed in Executive Session. Motion seconded. No further discussion. Motion carried 3-0.

**MOTION** to direct staff to correspond with counter party as discussed in Executive Session. Motion seconded. No further discussion. Motion carried 3-0.

There being no further business before the Court, the meeting was **adjourned at 10:45 a.m.**

Respectfully submitted,

**Sarah Puerner**