

**CROOK COUNTY COURT MINUTES
OF JANUARY 03, 2024, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on January 3, 2024, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Susan Hermreck, and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Sarah Puerner; Finance Director Christina Haron; Fairgrounds Manager Casey Daly; Airport Manager Kelly Coffelt; Clerk Cheryl Seely; Community Development Director Will Van Vactor; Library Director Sarah Beeler; Health and Human Services Director Katie Plumb; Contract Administrator Andy Parks; Chief Information Officer Stephen Chellis; Systems Administrator Chelsea Watson; Chief Administrative Deputy Stephanie Wilson; Community Service Deputy Andy Pearson; Office Manager Alexandria Solterbeck; Natural Resources Policy Coordinator Tim Deboodt; Health Strategist Shelby Fisher; Shelby Knight; Calista Songstad; Mike Ervin; and members of the public.

REGULAR SESSION

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

Public Comment: None

Additions/Removals: None

Consent Agenda:

1. Approve Minutes
2. Approval of SHSP Grant for New Generator at the Emergency Operations Center
3. 2023-2025 IGA for the Financing of Local Public Health Services in Crook County Agreement#180007-4
4. 2023-2025 IGA for the Financing of Local Public Health Services in Crook County Agreement#180007-5
5. Clear Ballot Contract and Master Services Agreement Renewal
6. ODOT Intergovernmental Agreement
7. Order 2024-04 In the matter of the appointment to the Abatement of Dangerous Buildings Code, Appeals Committee
8. Order 2024-05 In the matter of the appointments to the Natural Resource Advisory Committee
9. Order 2024-06 In the matter of the appointments to the Ag Extension Service District Advisory Board
10. Order 2024-07 In the matter of the appointments to the Fair Board Committee

MOTION to approve the Consent Agenda as presented. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #11: Natural Hazard Mitigation Plan Update:

Requester: Christina Haron

Details: Finance Director Christina Haron attended the meeting to provide an update on the natural hazard mitigation plan. This involves the review and 5-year update of the Crook County Multi-Jurisdictional Natural Hazards Mitigation Plan which includes: working with a contractor (COIC) to assemble a multi-jurisdictional and multi-discipline committee to review the current plan, update the risk/vulnerability analysis, update environmental factors (geographical, economic, social), draft new or revised mitigation strategies, and plan adoption. This work will be provided through contract and supported by county, city, and other agency stakeholders. Requested funding of \$71,000 via the County's Risk Management Fund which would be included in the current budget appropriation for the fund.

MOTION to approve the allocation of \$71,000 from the County's Risk Management fund to engage COIC to draft an update to the County's multi-jurisdictional natural hazards mitigation plan. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #12: Expend \$20,260 to replace the Sponson-Oregon Marine Board:

Requester: Christina Haron/Andy Pearson

Details: Finance Director Christina Haron and Community Service Deputy Andy Pearson attended the meeting to discuss expending \$20,260 to replace the sponson on a marine patrol boat. The Oregon Marine Board helps pay for the Marine Deputy Program including most maintenance on our boats. The Marine Board has set up a replacement for the sponson (rubber bumper around boat) on one of our boats using a vendor. This bill will be initially paid by the County and the entire cost of the repair will be reimbursed by the Oregon Marine Board as part of the Marine Deputy Program.

MOTION to expend \$20,260 to replace the rubber bumper around the marine boat and to be reimbursed by Oregon Marine Board. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #13: Request to expend \$40,000 of Title III Federal Funds:

Requester: Christina Haron

Details: Finance Director Christina Haron attended the meeting to request to expend \$40,000 of Title III Federal funds. The request entails acquiring two DJI Matrice M30T Small Unmanned Aircraft Systems (Drones) equipped with thermal imaging, along with necessary accessories such as Drone Command Box/Vaults. These items will be installed in two 2023 Ford Expeditions belonging to the Sheriff's Office. The drones and mobile command boxes are tailored for Search and Rescue operations, aimed at enhancing emergency response capabilities. They will facilitate tasks such as locating missing individuals, assessing disaster areas, and conducting efficient search operations, particularly in challenging terrains and remote regions of Crook County. The purchase, along with associated installation labor, is eligible for utilizing Title III funding previously allocated for this fiscal year.

MOTION to authorize the spending of \$40,000 of Title III funds for the purchase of search and rescue aerial drones and related equipment as presented. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #14: Broadband Technical Assistance Program (BTAP):

Requester: Will Van Vactor

Details: Community Development Director Will Van Vactor attended the meeting to discuss the Broadband Technical Assistance Program. The Oregon Broadband Office is introducing the Broadband Technical Assistance Program (BTAP), scheduled to open for applications in late December or early January. This initiative aims to aid Oregon's counties and their partners in preparing for the substantial influx of broadband infrastructure funding expected in the coming years. The program will offer funding for planning, pre-construction work, staffing, and grant application support. COIC has collaborated with Deschutes County and Jefferson County on recent broadband needs assessments and intends to apply for BTAP jointly on their behalf. The Crook County Court is being asked if they are interested in participating in this regional application led by COIC.

MOTION to approve moving ahead with the regional approach on the Broadband technical assistance grant led by COIC. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #15: Order 2024-01, Designation of Newspaper of Record:

Requester: Eric Blaine

Details: Legal Counsel Eric Blaine presented Order 2024-01 – In the matter of designation of newspapers of record. Oregon state statutes and other laws may mandate the publication of public notices by the County in either a "newspaper of record" or a "newspaper of general circulation" within the community. Annually, the County formally designates newspapers fulfilling this role. For several years, the Central Oregonian and the Bend Bulletin have been designated as newspapers of record by the County. Both newspapers are legally adequate for publishing any legal notice, either independently or collectively.

MOTION to approve Order 2024-01 in the matter of designation of Newspaper of Record which includes Bend Bulletin and Central Oregonian. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #16: Engagement letter with Harrang Long P.C. for County non-preference towing rotation contract development, solicitation, and execution:

Requester: Eric Blaine

Details: Legal Counsel Eric Blaine presented to the Court an engagement letter with Harrang Long P.C. for County non-preference towing rotation contract development, solicitation, and execution. Crook County maintains a contract for a tow truck rotation system, ensuring fairness in hiring while allowing flexibility for emergencies. Originally with five participating firms, the contract has dwindled to one over the years. The County seeks to engage the law firm of Harrang Long to develop a new Request for

Proposal (RFP) for the towing rotation system, oversee its issuance, and review received proposals.

MOTION to retain Harrang Long P.C. on a matter of towing at a rate of \$280/hour to draft the documents for an RFP. Motion seconded. Discussion regarding whether there should be a cap if this matter develops into an extensive or lengthy process. After further discussion it was decided that this item is not ready for consideration today and Eric Blaine will bring this item back at a later date after gathering more information and research on cost and overall process to answer the Commissioners' questions. Motion was rescinded at the end of the session.

Administrator Report:

Contract County Administrator Andy Parks spoke about the upcoming Courthouse items and that these items will be pushed to the January 31st work session for discussion. At the work session on January 10th, Vance Jacobson will provide an update on the compensation plan, and he will have adequate time to go over the plan and will provide a budget calendar that speaks about the process and timeline. In addition, Andy would like to speak a little bit about the work session format that we have been using since April 2023 at the 10th work session and see if there are any adjustments to make.

Court Member Updates:

- Judge Crawford had a meeting in Paulina with producers and ODFW and had conversations about wolves. Meeting coming up with the Wolf Committee to speak about next steps as they've heard from a lot of people saying they want additional help with the wolves. Ellie Gage, who oversees the Wolf Committee, has a lot of different opportunities for grants. Jefferson and Grant County are interested in partnering as this would decrease the cost for options to help the current wolf situation.
- Commissioner Hermreck added that federal funding should be happening and not exactly sure, but money might come to us to be able to help with the wolf situation. The population of wolves has increased, and this is known because of the pictures that ranchers have provided. Commissioner Hermreck asked about the County Court governance and which direction the county is going. Also discussed the County Administrator position, what the plan is and what are the next steps as the Court needs to come up with a plan sooner rather than later.

Public Comment:

Mike Ervin received the responses to the letter Commissioner Barney asked about.

At 9:49 a.m. the Court convened 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.

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 County Counsel and outside Counsel to correspond with the counter party as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

There being no further business before the Court, the meeting was **adjourned at 11:06 a.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp