

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES
OF JUNE 5, 2024, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Board of Commissioners met in a Regular Session on June 5, 2024, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

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

Absentees: None

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Executive Administrative Assistant Sarah Puerner; Breyanna Cupp; Tim Deboodt; Jacquie Davis; Will Van Vactor; Jamie Berger; Christina Haron; Alex Solterbeck; Cheryl Seely; Brad Haynes; Shelby Fisher; Aaron Boyce; Chelsea Watson; Julianna Krebs; Sarah Beeler; Stephen Chellis; Jon Soliz; Mona Glade; Stephanie Wilson; Sheriff Gautney; Dock Kerbow; Calista Songstad; Julianna Krebs; Courtney Voss; Keith Leitz; and members of the public.

REGULAR SESSION

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

Public Comment: None

Consent Agenda:

1. Approve Minutes
2. Extension of MOU with Forest Service for free Wilderness Passes
3. Order 2024-33 In the matter of appointment to the Flat Rock Road District
4. Crook County Measure 57 Funding Agreement Contract
5. Cooperative Procurement for Chip Seal Oil from Albina Asphalt
6. Amendment to Crush Contract
7. Domestic Relations Mediator Contract
8. Interim County Manager Salary
9. Approval from Community Fund for Fair Events & Activities
10. Approval of FAA Runway reconstruction grant application
11. Order 2024-34 In the matter of appointments to the Abatement of Dangerous Building Appeals Board
12. Hangar Lease and Option to Purchase Agreements
13. Approve Personnel Action Forms
14. Amendment 10 to Humane Society of the Ochocos Contract

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

Discussion item #15: Republic Services Rate Increase Request to County:

Requester: Jacquie Davis

Details: Republic Services Representative Courtney Voss and Landfill Manager Jacquie Davis attended the Regular Session to discuss with the Board of Commissioners the annual request from Republic Services to increase service fees in Crook County. While this fee increase will not have a direct budget or fiscal impact on the County itself, it will affect citizens by raising their monthly curbside garbage and recycling fees. Republic Services is proposing an 8% increase, down from the originally suggested 10%. They also presented options regarding credit types, how to obtain credits, and the value of those credits. Commissioner Hermreck suggested that it might be beneficial to receive quarterly updates on the status of services moving forward.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve an 8% increase as presented in today's meeting June 5, 2024. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #16: Barnes Road Overlay Project:

Requester: Brad Haynes

Details: Road Superintendent Brad Haynes attended the Regular Session to obtain signatures to award the Barnes Road overlay project to High Desert Aggregate. Crook County recently issued an Invitation to Bid for the overlay of Barnes Road, spanning from Barnes Butte to Highway 126 (approximately 2.15 miles). The project is scheduled to begin after July 1st and includes materials, hauling, placement, tack coat, traffic control, signage, and road markings. The County received three bids: Tri County Paving (\$513,000), Knife River Corp. (\$529,771), and High Desert Aggregate (\$449,550). The contract will be awarded to the lowest responsive bidder, High Desert Aggregate, in accordance with the bid requirements. A sample contract was included in the solicitation.

MOTION to award the Barnes Road Overlay Project to High Desert Aggregate for \$449,550 and for the Board of Commissioners to sign out of session following the protest period. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #17: Pulguero Chip Seal Amendment:

Requester: Brad Haynes

Details: Road Superintendent Brad Haynes attended the Regular Session to ask for approval of an amendment to the agreement with Pulguero Rock and Stone Co., LLC. Earlier this month, the County contracted with Pulguero, following a competitive procurement process, for the purchase and delivery of 6,000 tons of 3/8"-1/4" chip seal rock, with delivery expected by June 1st. However, shortly after the contract was signed, Pulguero notified the County that their rock crushing equipment had become inoperable. To avoid breach of contract, the County negotiated an amendment allowing Pulguero to pick up County-owned rock from the Hilltop Pit and deliver it to the 10-Mile Pit, as originally planned. The amendment sets the delivery rate at \$10.25 per ton, with a maximum of 6,000 tons to be delivered.

MOTION to approve the amendment for the rock crushing with Pulguero Rock & Stone Co. LLC. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #18: Amendment to IGA 6527 additional funding from HB5204:

Requester: Aaron Boyce

Details: Probation and Parole Lieutenant Aaron Boyce attended the Regular Session to request signatures on the amendment to IGA 6527. This grant provides financial aid to community corrections and is an amendment to an existing IGA between Crook County Community Corrections and the Department of Corrections (DOC). The amendment reflects additional funding approved by the State Legislature, adding \$136,672 to the Crook County Community Corrections budget.

MOTION to approve amendment to IGA 6527 for additional funding from HB5204 in the amount of \$136,672.00. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #19: Consideration of recommendations of 2024 Elected Official Compensation Committee:

Requester: Eric Blaine

Details: County Counsel Eric Blaine attended the Regular Session to request that the Board of Commissioners consider the recommendations from the Compensation Committee. As required by ORS Chapter 204, the County must appoint a committee of citizens to provide recommendations to the County's governing body regarding the compensation of specified elected officials for the upcoming fiscal year. In addition, it is common practice for the committee to present their recommendations to the County's budget committee and include suggestions for supplementary compensation paid by the County for the District Attorney position. The 2024 Compensation Committee met on May 22, 2024, in a public meeting. The Committee has provided their approved minutes, detailing their recommendations for each position. The governing body has the authority to accept, modify, or reject these recommendations, and has exercised all three options in the past. Commissioner Barney noted that he would be willing to take less money and being placed in the 55% with the rest of the elected officials versus the 60%.

MOTION to approve what the Budget Committee has put forward. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #20: Public Budget Hearing – Order 2024-25 Adopting a Supplemental Budget for Crook County Fiscal Year 2023-2024:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to present the Supplemental Budget for Crook County for Fiscal Year 2023-2024. The resolution proposes adjustments to the County's budget to accept additional revenue, modify related appropriations, authorize appropriation transfers, and adjust expenditure budget appropriations for various County funds. Without adopting this supplemental budget, certain County funds will lack the necessary appropriation authority through June 30, 2024. While the changes are primarily housekeeping corrections, they will not alter the overall appropriations.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to adopt the supplemental budget for fiscal year 2023-2024 under Order 2024-25. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #21: Public Budget Hearing – Order 2024-26 Adopting a Supplemental Budget for Crook County Historical Museum for Fiscal Year 2023-24:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to present the Supplemental Budget for the Crook County Historical Museum for Fiscal Year 2023-24. This resolution proposes adjustments to the museum’s budget to accept additional revenue, modify related appropriations, authorize appropriation transfers, and adjust expenditure budget appropriations. Importantly, these changes will not affect the total budgeted spending authority for the museum for Fiscal Year 2023-24. The supplemental budget includes the closure of a reserve fund and ensures that the resources from that fund are properly reflected, making this a housekeeping correction.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve Order 2024-26 adopting the Supplemental Budget for Crook County Historical Museum for Fiscal Year 2023-24. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #22: Public Budget Hearing – Order 2024-27 Adopting a Supplemental Budget for the Crook County Agricultural Extension Service District for Fiscal Year 2023-24:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to present the Supplemental Budget for the Crook County Agricultural Extension Service District for Fiscal Year 2023-24. This resolution proposes adjustments to the district’s budget to accept additional revenue, modify related appropriations, authorize appropriation transfers, and adjust expenditure budget appropriations. These changes will not affect the total budgeted spending authority for the district for Fiscal Year 2023-24.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve Order 2024-27 adopting a Supplemental Budget for the Crook County Ag Extension Service District for fiscal year 2023-2024. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #23: Public Budget Hearing – Order 2024-28 Adopting Crook County budget for fiscal year 2024-2025:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to present the Crook County budget for fiscal year 2024-2025. The Board of Commissioners is set to adopt the budget, which includes making appropriations and imposing and categorizing ad valorem taxes for the fiscal year starting on July 1, 2024. The County will not have spending authority on July 1 unless the budget is adopted. No changes have been made to the budget since it was approved by the budget committee.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve Order 2024-28 Adopting Crook County budget for fiscal year 2024-2025. Motion seconded. Discussion consisted of Commissioner Hermreck mentioning what a great job the Budget Committee, Jamie Berger, and Christina Haron have done on the budget. Motion carried 3-0.

Discussion item #24: Public Budget Hearing – Order 2024-29 Adopting Crook County Road Agency budget for fiscal year 2024-2025:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to present the Crook County Road Agency budget for fiscal year 2024-2025. The Board of Commissioners is expected to adopt the budget, which includes making appropriations for the fiscal year beginning July 1, 2024. Without the adoption of the budget, the Road Agency will not have spending authority as of July 1.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve Order 2024-29 Adopting Crook County Road Agency budget for fiscal year 2024-2025. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #25: Public Budget Hearing – Order 2024-30 Adopting Crook County Historical Museum Fund budget for fiscal year 2024-2025:

Requester: Jamie Berger

Details: Budget Analyst Jamie Berger attended the Regular Session to seek approval for the Crook County Historical Museum budget for fiscal year 2024-2025. The Board of Commissioners is set to adopt the budget, which includes making appropriations and imposing and categorizing ad valorem taxes for the fiscal year beginning July 1, 2024. Without adoption, the museum will not have spending authority on July 1. No adjustments have been made to the budget since the budget meeting took place.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to adopt Order 2024-30 Adopting Crook County Historical Museum Fund budget for fiscal year 2024-2025. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #26: Public Hearing – Order 2024-31 Ordering the fees to be collected by Crook County for fiscal year 2024-2025:

Requester: Christina Haron

Details: Finance Director Christina Haron attended the Regular Session to request approval for the order establishing fees to be collected by Crook County for fiscal year 2024-2025. The order will authorize the collection of fees for services performed by the County, effective July 1, 2024, and implement a uniform fee schedule. Attached to the order is Exhibit A, which contains the fee schedule to be adopted, and Exhibit B, which provides informational details showing the markups and changes compared to the previous fee schedule. The revenue projections for the 2024-2025 fiscal year are based on the updated fee amounts outlined in the order.

A Public Hearing was opened to receive any public comments. With no comments received, the Public Hearing was closed.

MOTION to approve Order 2024-31 Ordering the fees to be collected by Crook County for fiscal year 2024-2025 with the attached exhibit A as the fee schedule to be adopted in the Order and exhibit B is informational and included to show markups and changes to fees over the prior fee schedule. Motion seconded. No discussion. Motion carried 3-0.

Interim Manager Report:

Will Van Vactor updated the Board of Commissioners on the status of the Compensation Study. The Finance Department is making excellent progress in entering all the necessary information and data. However, some questions previously submitted to the consultant remain unanswered. The goal is to stay on track once those answers are received, but if there are further delays, the implementation may need to be made retroactive to ensure the June 1st deadline is met.

Commissioner Updates:

Commissioner Hermreck shared that the listening session held last Thursday at the Library, which included representatives from the Oregon Health Authority, was informative. Although she was somewhat disappointed by the turnout, those who attended were able to receive the necessary information.

Commissioner Crawford and Will Van Vactor have a meeting with Governor Kotek on the 17th to speak about the bio issues and the water issues north of town.

Public Comment: None

At 9:47 a.m. the Board of Commissioners 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; 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 Board of Commissioners convened back into Open Session, inviting members of the public into the meeting room.

MOTION to delegate authority to Commissioner Barney to sign the offer letters and documents as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 10:24 a.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp