

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES
OF JUNE 20, 2024, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Board of Commissioners met in a Regular Session on June 20, 2024, at 9:00 a.m. in the Administration Conference room located at 203 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; Christina Haron; Stephanie Wilson; Bill Elliott; Tim Deboodt; Will Van Vactor; Jon Soliz; Mike Ervin; Rich Allm; Breyanna Cupp; Chelsea Watson; Lisa Neuberger; Jacquie Davis; Jason Elliott; Jamie Berger; Alex Solterbeck; Julianna Krepps; Stephen Chellis; Cheryl Seely; Sarah Beeler; Rebecca Keegan; Stephanie West; 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. Approval of Republic Services Subscription Service Expansion - Yard Debris Recycling UGB
3. Approval of MSP Contract with Bridgetech - County IT Helpdesk
4. Ratifying appointment of Rebecca Keegan to the Ag Extension Manager position
5. Approve Personnel Action Forms
6. IGA Establishing a Funding Mechanism for Costs Related to Services and Duties of an Assistant Watermaster for Crook County
7. Amendment to Suds n' the Bucket Janitorial Contract
8. Request for COLA increase for Fiscal Year 2024-25 effective July 1, 2024
9. Amendment No. 7 to Service Contract S.T.A.R. Towing for the Sheriff's Office

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

Discussion item #10: Change life, long term disability, and OPL insurance companies from Hartford to Mutual of Omaha starting in September 2024:

Requester: Kathy Puckett

Details: WHA Insurance Representative Rich Allm provided an update on rate changes for OFLA and other benefits. Crook County transitioned to Hartford Insurance on July 1st, 2023, as they offered the best rates for Oregon Paid Leave at the time. However, the renewal is approaching in September, and the rate for Oregon Paid Leave has risen

significantly. Additionally, the County will be adjusting the long-term disability policy, reducing the waiting period from 180 days to 90 days.

MOTION to approve the change for the long-term disability and Oregon Paid Leave insurance programs from Hartford to Mutual of Omaha starting September 2024 and changing the start date of the long-term disability from 180 days to 90 days. Motion seconded. No discussion. Motion carried 3-0.

MOTION to recommend Commissioner Crawford to sign documents for Hartford and Mutual of Omaha related to the change of insurance company. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #11: Order Adopting Budget and Making Appropriation & Levying Taxes:

Requester: Rebecca Keegan

Details: Natural Resources Policy Coordinator Tim Deboodt attended the Regular Session to present the FY2024-25 budget. The Budget Meeting and Advisory Board Meeting for FY2024-25 were held on May 22, 2024, where the budget was proposed and approved by the budget committee. Funding for the summer intern needed by the Extension Office will come from OSU intergovernmental funds. The total budget is \$900,000, with the tax rate levy categorized under the General Fund. The legal office has reviewed the budget to ensure all documentation is properly filed and compliant.

Commissioner Crawford opened a public hearing. With no comments received, the public hearing was closed.

MOTION to approve Order 2024-32 to adopt the Budget for the Ag Extension Service District. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #12: Approval of letter to submit as public testimony regarding grazing permit renewals in Camp Creek:

Requester: Tim Deboodt

Details: Natural Resources Policy Coordinator Tim Deboodt attended the Regular Session to seek approval for letter regarding grazing permit renewals in Camp Creek. The letter is from the Crook County Natural Resources Advisory Committee (CCNRAC). The scoping for the process started in February 2024. This letter is to respond to the EA. The letter supports that the Crook County Board of Commissioners requests a 90-day extension of the EA review period to allow time for comprehensive coordination on the proposed action and look for resolutions outside of including an alternative 3 to rest a portion of a grazing allotment. The reason for 90 days is that the County recognizes that BLM is entering the beginning of fire season and may not have the personnel time to adequately deal with these issues until the end of fire season.

MOTION to approve the letter to submit as public testimony regarding grazing permit renewals in Camp Creek. Motion seconded. During discussion, Commissioner Crawford noted that in the past the wild horse issue has been a mess and wants to trend lightly. Tim Deboodt noted that two members of the County's NRAC committee expressed

issues about wild horses and one of those individuals helped write this letter and made the recommendations regarding DNA testing on the wild horses. No further discussion. Motion carried 3-0.

Discussion item #13: Renew/Update/Sign annual cartography contract with Dept. of Revenue:

Requester: Jon Soliz

Details: Assessor Jon Soliz attended the Regular Session to present the annual cartography contract. For several years, Crook County has maintained an annual contract with the Department of Revenue's Cadastral Information Systems Unit (CISU) for cartography and mapping services. These services are essential for tracking property use changes, such as partitions, subdivisions, and legal corrections, that occur throughout the year. The County has consistently been satisfied with the service provided by the state and has encountered minimal issues. The FY 2024-25 budget includes \$16,000 for 225 hours of state staff service time at a rate of \$70 per hour, which represents a \$5,000 reduction from the previous year.

MOTION to approve the Intergovernmental Service Agreement Contract DOR-077-24. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #14: Sign and renew Assessor Office software service contract with Helion:

Requester: Jon Soliz

Details: Assessor Jon Soliz attended the Regular Session to seek approval for the software contract used in the Assessor's Office. Helion provides support for the Computer Assisted Mass Appraisal (CAMA) software, which is essential for property valuation across all Crook County properties. The cost for the current year is \$72,489, with a 5% Cost of Living adjustment applied for FY 2024-25, bringing the total to \$76,144. Additionally, the County has negotiated to extend the contract term to three years, rather than renewing annually, in order to reduce redundancy, per County Counsel's recommendation. A Cost of Living adjustment will be included each year of the contract. This is an approved FY 2024-25 budgeted item, with costs shared 70/30 between the Assessor's Office and the Finance Department, as they are the secondary user of the software.

MOTION to sign and renew the Assessor's Office software service contract with Helion. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #15: Crook County Solid Waste Applications for Disposal Fee Credit:

Requester: Sarah Puerner

Details: Executive Administrative Assistant Sarah Puerner attended the Regular Session to present the nonprofit fee waivers for this year. Each year, Crook County invites eligible organizations to apply for the solid waste disposal fee credit, which supports nonprofits that promote recycling and the reuse of consumer goods in the community. This year, the County received three applications: Prineville Senior Center requested \$3,000, BestCare requested \$3,000, and the Humane Society Thrift Store

requested \$1,000. In prior years, Crook County has typically allocated \$1,500 per nonprofit organization.

MOTION to approve Prineville Senior Center, BestCare, and the Humane Society funds to be allocated out of the Community Fund in the amount of \$1,500.00. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #16: Resolution 2024-35 - In re Authorizing the County to Cause Abatement of Public Health Nuisance Conditions on a Certain Property:

Requester: John Eisler

Details: Assistant County Counsel John Eisler attended the Regular Session to present on the public health nuisance conditions at 9860 SW Riggs Road, which is the subject of Crook County Code Compliance Case No. 21-016 for violations of CCC 8.08 regarding the accumulation of solid waste. The property owners have failed to address the nuisance within the timeframe ordered by the hearings officer. This resolution will allow the County to petition the Circuit Court for permission to enter the property and abate the nuisance. The costs for the abatement will be funded from the County's General Fund, with budget impacts yet to be determined. Early estimates for the abatement cost are around \$150,000, which will be secured by a lien on the property.

MOTION to approve Resolution 2024-35 in Authorizing the County to Cause Abatement of Public Health Nuisance Conditions on a Certain Property. Motion seconded. No discussion. Motion carried 3-0.

Interim Manager Report:

Will Van Vactor gave a special shout-out to the Finance Department for their hard work on the comprehensive study and for ensuring everything stayed on schedule with data entry. He expressed his gratitude for their tremendous support and wanted to extend a heartfelt thank you to the entire team for their efforts.

Commissioner Updates:

Commissioner Hermreck mentioned that John Eisler is currently working on the contract with Belozor Outdoor Enterprises. The Board has already discussed wildlife services and is considering the next steps. Jon Belozor's contract is set to expire at the end of FY 2025.

Commissioner Crawford shared that he arranged a meeting with Governor Kotek, along with the City of Prineville, to discuss the Biomass plant. They talked about funding options, and the Governor expressed interest in exploring various sources of funding, including areas like water services and fire reduction efforts. Commissioner Crawford also raised the issue of water with the Governor and spoke with representatives from Regional Solutions, who mentioned they are awaiting a plan. Governor Kotek stated that she would follow up with him and the City within 1-2 weeks.

Commissioner Hermreck gave a special shout-out to the Bowman Museum and its staff for their support during the Memorial for Norvin Dale Brockett, who served in the Korean War. She expressed her gratitude for their enthusiasm and assistance. Commissioner Hermreck also thanked Sarah Puerner for her assistance with the speech.

Public Comment: None

At 9:55 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.

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 direct staff to proceed 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 10:04 a.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp