

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES  
OF SEPTEMBER 18, 2024, REGULAR MEETING  
Open Portion**

**Be It Remembered** that the Crook County Board of Commissioners met in a Regular Session on September 18, 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; Community Development Director Will Van Vactor; Budget Manager Jamie Berger; Assessor Jon Soliz; Airport Manager Kelly Coffelt; Legal Assistant Alex Solterbeck; Administrative Assistant Breyanna Cupp; Finance Director Christina Haron; Fairgrounds Manager Casey Daly; Clerk Cheryl Seely; Business Analyst Micheala Edwards; Road Superintendent Brad Haynes; District Attorney Kari Hathorn; Sheriff Gautney; Administrative Division Manager Stephanie Wilson; Systems Administrator Chelsea Watson; Appraiser Stephanie West; Library Director Sarah Beeler; Assessment Technician Linda Pepper; Assessment Technician Elsie Ray; Katie Slattery; Joe Merrill; Dock Kerbow; Mike Ervin; Courtney Voss; Dick Zimmerlee; 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. OHA 2023-2025 Intergovernmental Agreement Amendment 11
3. Runway 15-33 Reconstruction Contract with Taylor NW

**MOTION** to pass the consent agenda as presented. Motion seconded. No discussion. Motion carried 3-0.

**Discussion item #4:** Four road crossing in existing road crossing in Millican OHV area approval:

**Requester:** Joe Merrill

**Details:** Joe Merrill with King of the Kastle attended the Regular Session to seek approval of four road crossings in Millican OHV area. This is an annual request for the fall race. Mr. Merrill noted that during the last race, there were concerns about individuals discharging firearms nearby, and the Sheriff's Office has agreed to increase their presence for added safety for this fall. King of the Kastle has hosted these races for four years, drawing around 47 cars and 250 attendees per event. Mr. Merrill highlighted

that the events bring an estimated \$14 million in team assets to Central Oregon, providing a significant boost to the local economy.

**MOTION** to approve the road crossings as discussed in today's meeting. Motion seconded. No discussion. Motion carried 3-0.

**Discussion item #5: Supplemental Budget Hearing - Order 2024-42 Adopting a Supplemental Budget for Crook County Fiscal Year 2024-25:**

**Requester:** Jamie Berger

**Details:** Budget Manager Jamie Berger attended the Regular Session to present Order 2024-42 to the Board of Commissioners, adopting a Supplemental Budget for Crook County for Fiscal Year 2024-25. This resolution introduces a supplemental budget allowing the County to accept additional revenue, adjust related appropriations, authorize transfers, and update expenditure appropriations for County funds for the fiscal year.

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

**MOTION** to pass Order 2024-42. Motion seconded. No discussion. Motion carried 3-0.

**Discussion item #6: Amendments to Justice Center Funding Agreements:**

**Requester:** John Eisler

**Details:** Assistant County Counsel John Eisler attended the Regular Session to discuss recent amendments to the Justice Center funding agreements. In July, the County signed a Master Funding Agreement and a Phase Funding Agreement with the State to secure matching funds for the new Justice Center construction. There are two amendments to these agreements for the Board to review. The first amendment is to the Master Funding Agreement: This amendment clarifies that the ARPA funds received by the County at the close of FY 23/24 are exempt from Article XI-Q requirements outlined in the agreement. The second is the first amendment to the Phase 1 Funding Agreement: This amendment introduces an additional 100% match tier (alongside the existing 65% tier) to cover planning-related costs, including architectural work, feasibility studies, land acquisition, and System Development Charges (SDCs). These adjustments provide clearer terms and greater flexibility in funding critical early-stage project costs.

**MOTION** to approve the 1<sup>st</sup> amendment to the Crook County Courthouse Master Funding Agreement and the 1<sup>st</sup> amendment to the Crook County Courthouse Phase Funding Agreement. Motion seconded. No discussion. Motion carried 3-0.

**Interim Manager Report:**

Will VanVactor reported that the HR recruiter has finished initial screening interviews, narrowing the candidate pool to one strong candidate, with additional potential applicants. There may be two interviews scheduled for the HR Director position soon. This recruitment remains open as a continuous process to ensure the right fit is found.

**Commissioner Updates:**

Commissioner Crawford reported that he and Will Van Vactor recently spoke with Andy from OSU regarding the wildfire map. Unfortunately, the discussion didn't lead to any resolutions, as the science behind the map remains unclear and difficult to challenge directly. To address these concerns, Mr. Van Vactor will draft a letter, including policy-focused talking points, which will be shared with other counties for their consideration and signatures.

Commissioner Hermreck discussed the recent letter from Jackson County concerning the wildfire hazard map and suggested Crook County may want to join their efforts. She noted inaccuracies in the map data, including mentions of lakes as fire hazards, and pointed out that insurance challenges for residents are worsening due to these flaws. Additionally, she attended an on-site meeting and tour at the Knife River Woodward Site.

**Public Comment:**

Mike Ervin respectfully noted that it is difficult for those seated at the back of the room to hear clearly, particularly when Commissioners and attendees do not speak directly into their microphones.

At 9:21 a.m. the Board of Commissioners convened into Executive Session under the following statute(s): ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions; ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations; 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)(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 Board of Commissioners convened back into Open Session, inviting members of the public into the meeting room.

**MOTION** to approve the release of the easement agreement. Motion seconded. No discussion. Motion carried 3-0.

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

**MOTION** to direct staff to proceed as directed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

Commissioner Barney noted that John Eisler will bring the contract for the second parking lot to next week's work session. He mentioned that they have received

information on the change order and will begin work on it today. Due to time-sensitive matters, the contract will be signed soon.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 10:39 a.m.**

Respectfully submitted,

**Sarah Puerner / Breyanna Cupp**