

BE IT REMEMBERED THAT the Crook County Court met in a regularly scheduled Court meeting on December 18, 2019 at 9:00 a.m. in the County Meeting room located at 320 NE Court Street, Prineville, Oregon 97754. In attendance were: Judge Seth Crawford; Commissioner Jerry Brummer; Commissioner Brian Barney; Legal Counsel Eric Blaine; Counsel Will Van Vactor; Court Secretary Colleen Ferguson; County Clerk Cheryl Seely; Jon Soliz, County Assessor; Kim Barber, HR; Kelsey Lucas, EDCO; John Gautney, Sheriff; Christopher Cookston, Prineville; Jeanine Faria, Finance; Emergency Manager Mike Ryan, and Debbie Palmer, County Treasurer.

Judge Crawford called the meeting to order at 9:00 a.m.

Chris Gannon led the Pledge of Allegiance. Chris Cookston offered the opening prayer.

Consent Agenda:

1. Approve Order 2019-32, to include the position of District Attorney among those reviewed by the Compensation Committee
2. Approve Order 2019-38 Accepting the State Grant for the Library's Ready to Read Program
3. Approve Order 2019-39 Appointments to County Boards
4. Approve Crook County Court 2020 Meeting Schedule
5. Approve Crook County Court 2020 Holiday Schedule
6. Approve Amendment #2 to Taylor NW Staging Area Lease Agreement
7. Approve Rescission Letter of the Appointment of Gary Smith as Mental Health Representative
8. Approve Prineville Golf Club Social Gaming License Renewal Certification
9. Approve Extension #2 to License Agreement with Four Winds Behavioral Services LLC
10. Approve Extension to Professional Services Agreement with Data Delete for continued services
11. Approve Amendment #5 to OSU Property Use License for ATV Training at Fairgrounds
12. Approve Best Care Subcontract for Medicaid Capitation Services under Agreement with PacificSource
13. Approve Updated Right of Way Grant/Temporary Use Permit for Prairie Schooner Road
14. Approve Staging Area Lease with Cupertino Electric Inc.

The Court reviewed the Consent Agenda and made no changes.

MOTION:

Commissioner Brummer moved, and Commissioner Barney seconded to approve the Consent agenda as presented. Vote was 3-0, motion carried.

Overview of Opal Springs Fish Ladder Project/Opening - Requester: Chris Gannon of CRWC

Chris Gannon presented an update and handout on projects completed by the Watershed Council including the Opal Springs Fish Passage project and Hydro Electric project. Fish have moved within 12 hours of the opening.

One more FTE staff member has been hired. There are 16 members on the Board that include federal workers, private individuals, and Crook County members.

Mr. Gannon presented information on water quality, the nitrogen septic issue in Crooked River Ranch, and the inventory of where water problems are coming from in order to be proactive.

Conclusion of COIC's contract for the Firewise program (ending 12/31/19), and potential next steps – Requester: Janel Ruehl of COIC

Janel Ruehl of Central Oregon Intergovernmental Council (COIC) reported on the CC Firewise program that is wrapping up. Ms. Ruehl presented a summary of accomplishments over the last 18 months on three sites. There is one application pending. Many different individuals have taken part in the program, and now the Firewise booklet has been updated and is now available digitally or can be picked up at the ODF or the Fire District Office. The 1st Firewise site is the Airpark and was hooked up with Deschutes County. Fire Free days involved working with the Heart of Oregon Corps, and there has been an outreach with ODF and Fire District with the Local Clubs and groups, two educational events, one at the library on Wildfire and a public talk about fire resistant landscaping. Discussion was held on the potential next steps to include new projects at Ochoco West, Brasada West and working with the Brasada HOA. Discussion was held on the use of Title III funds. Direct Fuels incentive is a legal application for the funds. The organization wants to make sure it is Firewise and working on the Community Skills, Cohesive Strategy, looking at Project Wildfire, and the role of coordinator. Other projects that could be tied to the Wildfire Protection planning and eligible for Title III funds were discussed.

Public Hearing re: Order 2019-31 and Resolution Adopting Supplemental Budget – Requester: Debbie Palmer

Debbie Palmer, Finance, presented Order 2019-31 and Resolution. This is the supplemental budget and includes corrections to the budget. Information was provided regarding the changes to the budget and the expenditures with no categories. Most changes have been discussed previously in Work Sessions. An Open Public Hearing is being held due to being over 10%.

Judge Crawford opened the public hearing. There were no comments from the public. Judge Crawford closed the public hearing.

MOTION:

Commissioner Brummer moved, and Commissioner Barney seconded to approve Order 2019-31, adopting the Supplemental budget. Vote was 3-0, motion carried.

Order 2019-36, Proposed Special Procurement Process for Sheriff's Office Patrol Vehicles

Mr. Blaine presented Order 2019-36. The matter regarding the special procurement was discussed at the work session held yesterday, December 17, 2019. This matter involves the RFP requesting financing for \$350,000 to purchase 6 vehicles. Now at plan B, with the limited processor, and the 7-day comment period, with comments due by December 30 due to a holiday. County is acting above board. The 3 competitive quotes from the Lessor had some inconsistencies such as \$72,00 on one page and the other page is \$75,000. The next recommendation to the Court is to go to Robberson and Landmark Ford and see if they will give the County a quote on leasing. Mr. Blaine recommends 14 days to respond with the proposal beginning after the 10-day period for objections, which makes it after the 30th. Mr. Blaine is drafting a letter to send out after the end of the month.

MOTION:

Commissioner Barney moved to approve Order 2019-36 in the matter of proposed special procurement process for Sheriff's Office Patrol Vehicles. Commissioner Brummer seconded. Vote was 3-0, motion carried.

Order 2019-37, Finding of Fact regarding an Emergency Procurement for Assessment and Taxation Software.

Three options were provided regarding the software and support, costs and emergency order to direct the award. Debbie Palmer and Jon Soliz explained the time crunch, the non-sufficient Lane county service, the IGA Agreement breaking apart, and this being a major concern.

Information was presented regarding the Helion Software being a one stop shopping. Majority of the counties in Oregon work with Helion. The three options are Manatron, Helion and Tyler. Most using the Helion are happy and have support available. Information was provided regarding the taxation software that is to be used by the County Assessor and Tax Collector. The software is for valuation. Discussion regarding support provided by Lane County and the costs involved. The County has also been advised that Lane County will not provide support services. Discussion held regarding the costs, the options for other software and the time it would take to get it in place, uploaded and operating.

County Clerk Cheryl Seely said Helion has been used in the Clerk's Office since 2005 and they have had wonderful service and support, with updates done regularly. Helion understands compliance and knows Oregon law. Mr. Soliz said he is not interested in the risk of any other software. Helion would be best for the staff and he has heard no complaints. Tyler has no track record. The ask is for an approve to purchase Helion and go with an emergency procurement. Included will be the software license, support and software. Both the Tax Collector and Assessor will continue with Manatron until the Helion software is operational. There will be a time that the two software programs will run side by side.

MOTION

Commissioner Barney moved to approve Order 2019-37, adopting the Findings of Facts regarding an Emergency Procurement for Assessment and Taxation Software. Commissioner Brummer seconded the motion. Vote was 3-0, motion carried.

Public Hearing—Order 2019-40 for Redesignation of the Crook County RRED Zone

Prineville EDCO Director Kelsey Lucas presented information regard the RRED Zone and explained the purpose of the zone, the ability to waive employment, and other agreements. There are 4 different agreements, and all should be operational in 2020. She presented information regarding the renewable zoning, RACBOOK, the permitted acreage and how it is to be used. This is a tax-exempt program; exempt from taxing districts. Information provided on qualifications, acreage, prior agreements, and the whole County being eligible because the population is under 30,000.

Judge Crawford opened the public hearing. There being no comments, the public hearing was closed. Discussion of Kelsey and the Court were discussed, the separate programs and the time frame.

MOTION:

Commissioner Brummer moved to approve Order 2019-40, for Redesignation of the Crook County RRED Zone. Commissioner Barney seconded the motion. Vote was 3-0, motion carried.

Judge Crawford announced that he has been working with NeighborImpact regarding a Solar Project for low income, and they are look at something with 60 acres.

Public Hearing, Ordinance 312 Amending Chapter 3.12 of the County Code regarding public contracting, and declaring an emergency, First Reading.

Mr. Blaine presented Ordinance 312 that is regarding the repair of heavy equipment by certified dealership for the brand and the public contracting involved.

Mr. Blaine explained that Ordinance 312 was drafted because other repair shops do not want to send in bids and does not want to repair John Deere equipment. He discussed certification and the limited choices for repair of the heavy equipment in our area, and the special procurement laws, e.g., \$150,000 for repair if over the normal rules of services. Mr. Blaine presented two options to the Court regarding the timeline and emergency meetings to approve immediate repair. The Court agreed that January 8th would be the second hearing.

MOTION:

Commissioner Barney moved to read by title only. Commissioner Brummer seconded the motion . Vote was 3-0, motion carried.

Judge Crawford read Ordinance 312 by title only and opened the public hearing. Bob O'Neal, County Road master, questioned the amount and Mr. Blaine explained the reason for the chosen amount set. Mr. O'Neal believes that \$150,000 would be the ceiling.

With no further comments received, Judge Crawford closed the public hearing.

There is no motion required due to the second reading being held on January 8, 2020.

No Executive Session was scheduled.

ADDITION:

Commissioner Barney announced he had an addition to the Court meeting. H e discussed emergency operations plans and modest edits that would be presented at a future meeting for formal adoption. There would be a document presented creating a paper trail.

Mike Ryan discussed HL Security, the \$80,000 cost. He said the location of EOC will most likely change and have to redesignate a new address. The EOM will need an extension and need to repromulgate the plan year. This is annual, and we are doing this a month early because EOM needs the documentation.

Commissioner Barney said he believes he needs an Executive Session for this.

Judge Crawford adjourned the Court out of Open Session and into Executive Session under ORS 192.660(2)(e) for the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

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The discussion revolved around the property at the Airport, the addresses, uses, expenses, negotiations, band width, different entities involved, costs and timelines.

Judge Crawford adjourned the Court out of Executive Session and into Open Session, inviting members of the public into the meeting room.

OPEN SESSION

Commissioner Barney moved to approve the address. Commissioner Brummer seconded the motion. Vote was 3-0, motion carried.

No decision followed the other portion of the Executive Session.

10:48 a.m.

Judge Crawford adjourned the Court.

Respectfully submitted,

Colleen Ferguson
Crook County Court Secretary