

BE IT REMEMBERED THAT the Crook County Court met in Regular Session on November 4, 2020 at 9:00 a.m. in the County meeting room located at 320 NE Court Street. In attendance: Judge Crawford and County Commissioners; Legal Counsels and County Court Secretary were present. Additional people were in attendance, in person and via WebEx.

The media was provided public notice of the meeting.

Judge Crawford called the meeting to order. Bob O'Neal led the Pledge of Allegiance.

County Clerk Cheryl Seely provided a brief overview of yesterday's election process and the operations in the next 14 days. The Sheriff's deputies, the Sheriff, and Undersheriff were all available in the building to escort the staff to the ballot boxes and the post office. She thanked everyone for working together so well. The Court thanked Ms. Seely and her staff for the dedication of making the election run smoothly.

Judge Crawford welcomed a new employee, April Witteveen, as Crook County Public Library Director. Today is April's 3rd day with the County.

CONSENT AGENDA

1. Approve Minutes of April 15, 2020, July 1, 2020, August 19, 2020, September 2, 2020, September 16, 2020, October 7, 2020 County Court Meetings
2. Approve Order 2020-56, Appointment to Housing Works Board
3. Approve County 2021 Holiday Schedule
4. Approve County 2021 Meeting Schedule
5. Approve OHSU Knight Cancer Institute Award Agreement
6. Approve Amendment #1 to Staging Area Ground Lease with Cupertino Electric
7. Approve Amendment #4 to Miller Oil Services Agreement

SCHEDULED APPEARANCES

NONE SCHEDULED

DISCUSSION

8. ~~Discuss COVID Relief Funds Projects at Fairgrounds~~ — REMOVED, discussed at work session 11.3.20

9. Consider Purchase with Filevine for Project Management Software Options for County Counsel's Office

Assistant County Counsel John Eisler presented information on project management software, namely, Filevine and Clio. He presented the pros and cons of each program. Filevine is \$6,000 higher than Clio as it charges for moving of the files over to the new program. The third company contacted did not

respond. Mr. Eisler recommended to the Court to approve the bid from Filevine. IT Director Troy Poncin advised the Court that the cost was fair and lower than expected.

Commissioner Barney had specific questions regarding documents and storage, the shared directory, e-signing ability, and sharing files or providing guest access for other departments. Discussion was held regarding the e-signing programs that allow for one e-signer, but since the County requires all three Court members signature on many documents, that would be more difficult.

MOTION:

Commissioner Barney moved and Commissioner Brummer seconded to approve the purchase of Filevine project management as serving the best interest of the County at the cost of \$3,506.40 plus set up costs. Vote was 3-0, motion carried.

ADDITION:

Order 2020-60 re: Fairgrounds Emergency Procurement for Sanitation/Septic Upgrade

County Counsel Eric Blaine presented Order 2020-60, in the matter of making findings of fact authorizing the emergency procurement of the repair/replacement of the County Fairgrounds Sewer/Sanitation infrastructure in response to the COVID-19 Public Health Emergency.

The County is experiencing a state of public health emergency which has created conditions necessitating the use of the emergency procurement authority, under applicable law, for the improvement in the County Fairgrounds show and sanitation facilities. The Fairgrounds would serve as an overflow area for the local hospital if the County experiences an outbreak of the COVID-19 virus. This requires a renovation of the sanitation and sewer facilities to handle the overflow. If approved, the County can go forward and find a contractor, get a contract and bring it back for County approval and signature. The estimate is \$260,000. The order authorizes use of the CARE Act funds up to 100% of the costs. The recommendation is to authorize up to \$406,000 to use for the project but does not necessarily commit the funds. This eliminates going out for three bids.

MOTION:

Commissioner Brummer moved to approve Order 2020-60, in the matter of making findings of fact authorizing the emergency procurement of the repair/replacement of the County Fairgrounds Sewer/Sanitation infrastructure in response to the COVID-19 Public Health Emergency. Commissioner Barney seconded the motion. Vote was 3-0, motion carried.

ADDITION:

Land-Use Findings of Facts of Appeals

Ann Beier expressed her concern regarding the recent Land Use Hearings in which there were three options of approval provided for the Court to consider. Discussion was held regarding the minutes of the Public Hearing on the motion made that do not include the decision of why the Court found that Option 3 did not meet the needs of the County. The Court had extensive discussion as to why Option 3 did not meet the needs. Mr. Eisler said it would have been better if we had explained ourselves and Option 3 was included in the discussion. Mr. Blaine believes LUBA can see that the County was thorough in its discussion.

Commissioner Brummer said he was not comfortable with the entire hearing and, to simplify the process, described the method of addressing each option and then moving to the next. It would have simplified the Court's focus. Discussion was held regarding having the appeal information beforehand and addressing the information at a work session prior to the Public Hearing. It would help with the focus of questions and answers.

There being no additional matters requiring action of the Court, Judge Crawford adjourned the meeting. No Executive Session was scheduled for today.

10:40 a.m.

Respectfully submitted,

Colleen Ferguson
Crook County Court Secretary