

CROOK COUNTY WORK SESSION

**Administration Conference Room
203 NE Court Street, Prineville, OR**

Tuesday December 27, 2022 at 9 a.m.

Members of the public and media are welcome to attend in person with social distancing or via WebEx 1-408-418-9388; Access Code: 2557 624 5694

Meeting Password: 37qgD2rbpy2

	Requester	Discussion Matter	Packet Docs
1		Public Comment	
2	Brent Bybee	Planning Commission Committee Candidate Recommendation and Renewal	✓
3	Casey Daly	Fair Board Committee Recommendation	✓
4	John Eisler	Approval for Rappel Towers - Department of Agriculture United States Forest Service Lease Amendment	✓

	Requester	Executive Discussion Matter	Packet Docs
Exec #1			

Items placed on the Work Session agenda are intended for discussion only, without making decisions or finalizing documents unless an emergency exists.

**The Court may add additional items arising too late to be part of this Agenda. Agenda items may be rearranged to make the best use of time.*

**The meeting location is accessible to persons with disabilities. If additional accommodations are required, please submit your request 48 hours prior to the meeting by contacting County Administration at 541-447-6555.*

*Requests to be placed on the Work Session agenda are
due by 5 p.m. the Thursday before the Work Session*

December 27, 2022 Work Session Agenda

AGENDA ITEM REQUEST

Date:

Meeting date desired:

Subject:

Background and policy implications:

Budget/fiscal impacts:

Requested by:

Presenters:

Legal review (only if requested):

Elected official sponsor (if applicable):

/

IN THE COUNTY COURT OF THE STATE OF OREGON
FOR THE COUNTY OF CROOK

**IN THE MATTER OF THE
APPOINTMENT TO THE PLANNING
COMMISSION COMMITTEE**

ORDER 2022-64

WHEREAS, volunteers are essential to the operation of the county government; and

WHEREAS, the Court has carefully considered the skills and talents of the applicants and the needs of the boards which has a vacancy requiring appointments, and based upon recommendation of Boards and Committees:

NOW, THEREFORE, it is hereby **ORDERED** that that the Crook County Court makes the following appointment to the Planning Commission:

Board	Appointee	Term	Oath required
Planning Commission Committee	Calvin Walter	4 Year Term Expiring: 12/31/2026	Yes
Planning Commission Committee	Mike Warren	4 Year Term Expiring: 12/31/2026	Yes
Planning Commission Committee	Laquita Stec	4 Year Term Expiring: 12/31/2026	Yes

DATED this 4th day of January 2023.

Seth Crawford
County Judge

Jerry Brummer
County Commissioner

Brian Barney
County Commissioner



Crook County Planning Department
 300 NE 3rd Street, Room 11, Prineville Oregon 97754
 Phone: 541-447-8156 / Fax: 541-416-3905

CROOK COUNTY PLANNING COMMISSION APPLICATION TO SERVE

Name: Calvin Walter
 Home Address: 4948 SE Sioux Loop PLAT II
Prineville OR 97754
 Preferred Phone: 503-544-9401
 Email: perlandlake@AOL.com
 Occupation: Building Inspector / Retired

Please list any relevant experience you may have that would make you effective in the position: (Continue on reverse or attach additional sheets if necessary)

I was appointed to City of Milwaukie, OR planning Commission in the mid 1990's while I was a contractor. The major Review ~~was~~ I participated in ^{TRIMOT} was Light Rail Through The Downtown Corridor. Very long and complicated process.

Why do you want to serve in this position? (Continue on reverse or attach additional sheets if necessary)

I believe I have current and relevant experience in Crook County to be able to make clear suggestions on a variety of issues. I want to serve the communitys of Crook County with the experience I have gained as an inspector at Apple, Facebook, Brasada Ranch, and also many of the Rubel Communities.

Return completed form to Crook County Planning, Room 12, Courthouse, 300 NE Third St., Prineville, OR 97754; or by email to Plan@co.crook.or.us

I also have experience with both small and large subdivisions; apartment complexes, The Hospital and Many Retail businesses.

CROOK COUNTY PLANNING COMMISSION APPLICATION TO SERVE

Name: Michael Warren

Home Address: 6111 SE Juniper Canyon Rd / Mailing: P.O. Box 141
Prineville Oregon 97754

Preferred Phone: 541-390-1032

Email: Michael.ccp@outlook.com

Occupation: Principal Broker / Crook County Properties, LLC

Please list any relevant experience you may have that would make you effective in the position: (Continue on reverse or attach additional sheets if necessary)

I am very involved with land use within the Real Estate industry and follow closely any new legislation and or updates affecting our State and or County. I have been on various task forces and committee's regarding land use policy's both at the State and National Level within the Real Estate Industry. I have been on the Planning Commission since 2016 and the Chair since 2018.

Why do you want to serve in this position? (Continue on reverse or attach additional sheets if necessary)

I have been on the planning commission since 2016 and want to continue to be a part of Crook County's growth and development in a positive manner. I grew up and raised my Daughters here in Crook County and have a vested interest in the future of our community. Growth is inevitable, and Crook County has a lot to offer, I want to have a voice in keeping it that way, finding the balance between Growth and a quality way of life.

DocuSigned by:
Michael Warren II
4EDCCC4061D5441...

12/6/2022 | 6:04 PM PST

Return completed form to Crook County Planning, Room 12, Courthouse, 300 NE Third St.,
Prineville, OR 97754; or by email to Plan@co.crook.or.us



Hand Delivered to Admin 2 11/9/22

Crook County Planning Department
300 NE 3rd Street, Room 11, Prineville Oregon 97754
Phone: 541-447-8156 / Fax: 541-416-3905

CROOK COUNTY PLANNING COMMISSION APPLICATION TO SERVE

Name: LaQuita Stec
Home Address: 5203 SE David Way
Prineville, OR 97754
Preferred Phone: 541-550-8133
Email: lqstec@whereless.com
Occupation: Retired Civil Servant

Please list any relevant experience you may have that would make you effective in the position: (Continue on reverse or attach additional sheets if necessary)

I have served on the Crook County Planning Commission since Sept. 2009.

My original application was a very brief and handwritten overview of my qualifications, but for this renewal application I am providing more detail of my work and volunteer history on boards, committees and commissions that relate to either Land Use or being a member. See attached sheet.

Why do you want to serve in this position? (Continue on reverse or attach additional sheets if necessary)

I would like to continue to serve on the Crook County Planning Commission because I have seen many changes in the county since moving here in 2004. The planning staff have been exceptional at keeping the County Code up-to-date, and in compliance with the many things that are happening in land use in the State and Staff has been even better than exceptional at making sure the Commission members get the information and training they need to make land use decisions.

It has been a pleasure to serve, and I would like to continue to do so. Thank you for your consideration.

LaQuita Stec

CROOK COUNTY PLANNING COMMISSION APPLICATION LaQuita Stec

Past work experience:

Marion County Public Works: Secretary to the County Engineer; Solid Waste Advisory Committee Secretary

Lane County Planning and Building: Assistant office manager, Secretary to the Planning Commission

Linn County Planning & building: Secretary to the Director, Secretary to the Planning Commission

City of Jefferson: City Recorder, Municipal Judge, Secretary to the Planning Commission; Grant Administrator for Water Treatment Plant; and Temporary Interim Land Use Planner

Oregon Assoc. of Municipal Recorders: Charter member; Board member; Region IV Director; and State President

Past Volunteer Experience:

Jefferson, OR: Annual Mint Festival and Frog Jumping Competition coordinator for state, county and city permits

City of Scio: Planning Commission (UGB) member
Scio Lion's Club member
Scio Lamb & Wool Fair committee, Board member

Scio Mutual Telephone Cooperative: Board member; Chair

Town of Oro Valley, AZ; Water Utilities Commission member, Conservation & Education Committee, Chair

Crook County--High Estates HOA, Past Board member
Friends of the Library, current member
Human Dignity Advocates of Crook County, Board member
Crook County Library Board of Trustees, current chair

AGENDA ITEM REQUEST

**Date:**

12/22/2022

Meeting date desired:

Work Session- December 27, 2022

Subject:

Fair Board Applicant Recommendation

Background and policy implications:

Two Fair Board Applicants interviewed Monday December 19, 2022. Fair Board voted in regular meeting to recommend Susan Hermreck for appointment.

Budget/fiscal impacts:

None

Requested by:

Casey Daly, Fairgrounds Manager for the Crook County Fair Board

Presenters:

Gail Merritt Fair Board Chair

Legal review (only if requested):

None

Elected official sponsor (if applicable):

/

IN THE COUNTY COURT OF THE STATE OF OREGON
FOR THE COUNTY OF CROOK

**IN THE MATTER OF THE
 APPOINTMENT TO THE FAIR BOARD
 COMMITTEE**

ORDER 2022-65

WHEREAS, volunteers are essential to the operation of the county government; and

WHEREAS, the Court has carefully considered the skills and talents of the applicants and the needs of the boards which has a vacancy requiring appointments, and based upon recommendation of Boards and Committees:

NOW, THEREFORE, it is hereby **ORDERED** that that the Crook County Court makes the following appointment to the Fair Board Committee:

Board	Appointee	Term	Oath required
Fair Board Committee	Susan Hermreck	3 Year Term Expiring: 12/31/2024	Yes

DATED this 4th day of January 2023.

 Seth Crawford
 County Judge

 Jerry Brummer
 County Commissioner

 Brian Barney
 County Commissioner

December 20, 2022

To: Crook County Court
From: Crook County Fair Board

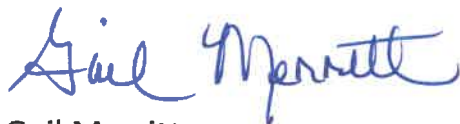
Subject: Fair Board Member

Gentlemen:

The Crook County Fair Board met on December 19, 2022, to interview two candidates for the open position on the board. The board unanimously voted in favor of Susan Hermreck for position #5. Susan will fill the term of James Savage, who resigned from the board.

The board recommends Susan Hermreck.

Respectfully Submitted,



Gail Merritt
Chairperson

GENERAL APPLICATION TO SERVE ON A CROOK COUNTY COURT-APPOINTED BOARD OR COMMITTEE

Position applied for: Crook County Fair Board
 Name: Susan Hermreck
 Address: P.O. Box 4
Pauline, OR 97751
 Phone Number: (805) 440-2423
 Email: cwsmhermie@gmail.com

Please list any relevant experience you may have that would make you effective in the position:

For 16 yrs, I was community leader of Nipomo 44 which had 167 members. Also Horse (27) and Beef (12) As leader, I was involved with all aspects of our county fair from animal exhibits to sewing, floral and cooking. I was also active in the livestock auction board. I have also served on Ag Awareness Board for Farm Bureau, so I feel my experience would lend a fresh look while preserving the.

Why do you wish to serve in this position?

atmosphere at the current fair. I am currently a Planning Commissioner for Crook County and also serve on the Oregon Extension Board. I would also be honored to represent my community of Pauline at the fair. If needed, I can submit letters of reference.

Thank you for your consideration

Susan M Hermreck

A letter of interest maybe submitted in lieu of this form.

AGENDA ITEM REQUEST



Date:

December 22, 2022

Meeting date desired:

December 27, 2022

Subject:

Airport Helibase

Background and policy implications:

This is amendment #5 to the lease for the helibase at the Airport. It permits USFS to construct two rappel towers for training purposes. The County will not be involved in the procurement, construction, or maintenance of the towers.

Budget/fiscal impacts:

The County will receive a slight increase in the annual operation cost compensation.

Requested by:

John Eisler, Assistant County Counsel

541-416-3919

John.Eisler@co.crook.or.us

Presenters:

Brian Barney

Legal review (only if requested):

Legal has reviewed.

Elected official sponsor (if applicable):

N/A

ADDRESS OF PREMISES: Central Oregon Helibase
4550 Airport Way
Prineville, OR 97754

THIS AMENDMENT, made and entered into on this date by and between Crook County, Oregon whose address is 200 NE 2nd Street, Prineville, OR 97754 hereinafter called the Lessor, and the UNITED STATES OF AMERICA, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to authorize the Government to construct two (2) rappel towers:

NOW THEREFORE, these parties for the considerations hereinafter mentioned covenant and agree that the said Lease is amended, effective 12/21/2022 as follows:

Lease Amendment (LA) Number 5: is issued to incorporate the Government construction of two (2) rappel towers for the purpose of a training apparatus uses by USFS Fire support personnel. Details of the scope of work are included as Lease Amendment 5 - Exhibit A.

The Government will be contracting separately from this lease contract for these services. All work will be done in accordance with building rules and regulations and approved by the lessor. The Government or their contractor(s) shall furnish all material, equipment, and labor necessary to complete the above-described construction.

Section 1.03 and 1.14 of the lease are deleted in their entirety and replaced with the following.

1.03 Rent and Other Consideration

A. The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:

	Firm Term	
	Per Square Foot	Annual Rent
Shell Rent	\$29.84	\$298,370.16
Operating Costs ¹	\$4.22	\$42,195.78
Total Annual Rent	\$34.06	\$340,565.94

¹ Operating Costs subject to adjustment per Paragraph 2.09. FY22 accumulated operating costs amount to \$47,308.61.

1.14 Operating Cost Base: The parties agree, for the purposes of applying the paragraph titled "Operating Costs Adjustment," that the Lessor's base rate for operating costs shall be \$4.22 per RSF effective date of signing.

Warranty: The Government shall warranty the tenant improvements for one year. The Government will assume full responsibility for the maintenance of the tenant improvements described in the Lease Amendment.

Oregon Helibase

SOW

Project Narrative

The proposal consists of constructing two Rappel Towers for the purpose of a training apparatus used by USFS Fire support personnel. The tower height will be a maximum of 60 feet above grade level. The project site envelope for both towers will be approximately 75' x 100', located 150' east of the existing Helibase Building, and 350' north of the Helipads. The material of the towers will be steel, galvanized and/or powder coated, and aluminum. Other stand out features will consist of a roof, gable or slanted flat; lightning protection; and power will be available for marking lighting. Construction is expected to begin March 2023 with completion October 2023. Site work will take place during the first half of the timeline and the tower install will take place in the latter months of the construction timeline. A crane will be utilized during the tower install period, duration around 30 - 60 days.

The attached Dwg and Maps show the approx. location where the towers will be constructed.



North America

USA

Oregon

Prineville map

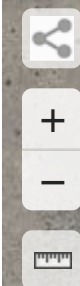
Switch map



Prineville
Airport (PRZ)

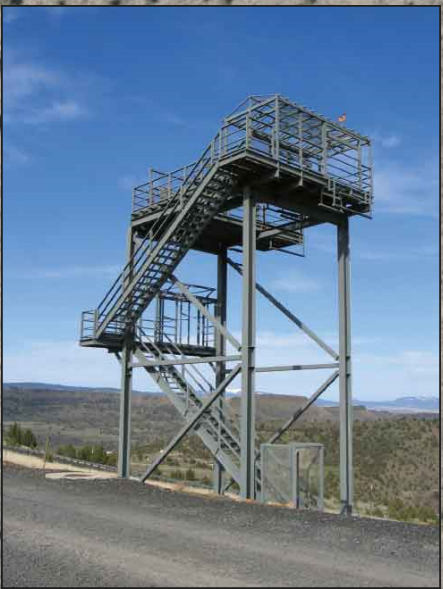
Central Oregon Helibase

Rappel Towers



Central Oregon Helibase

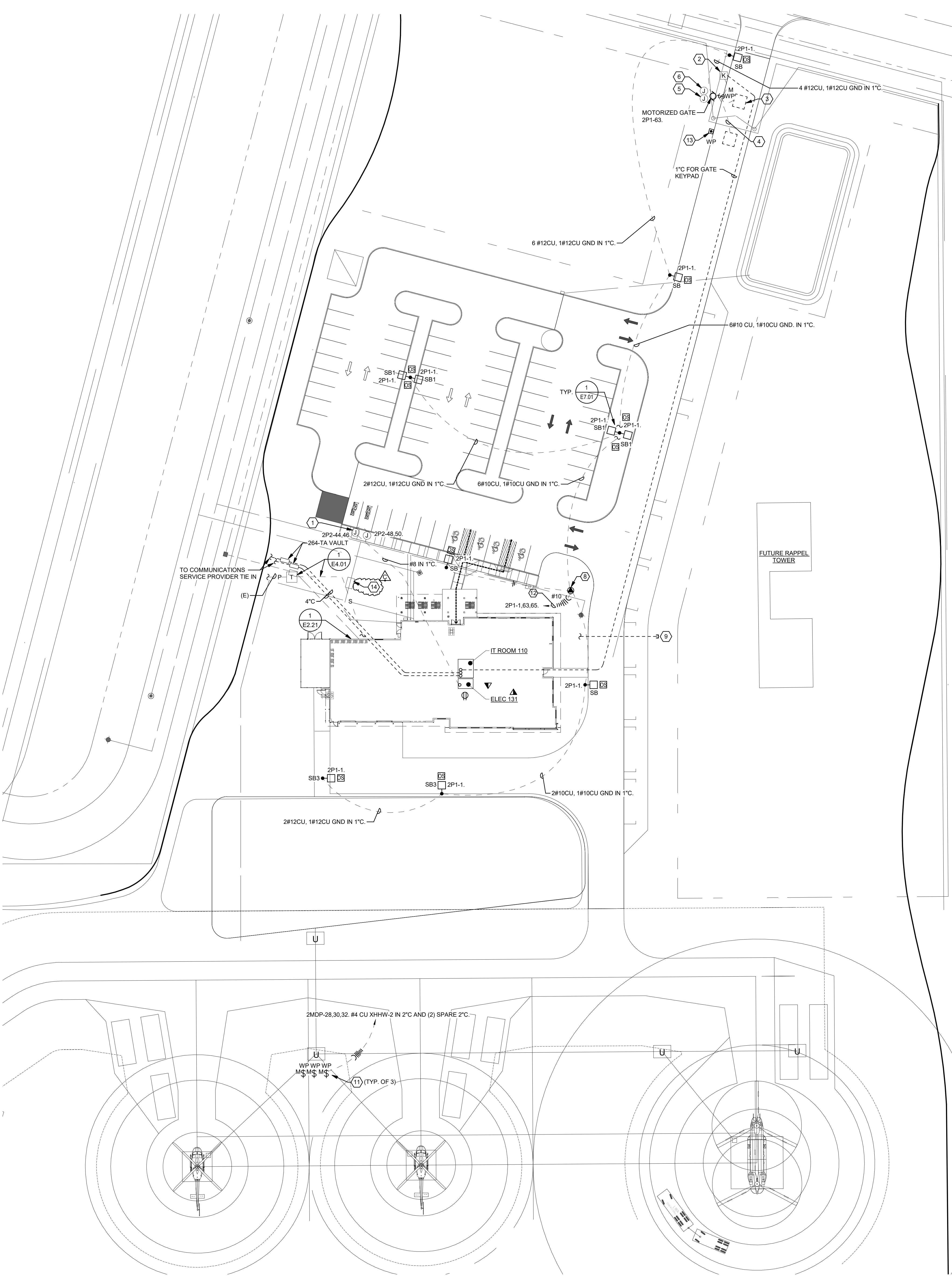
Prineville Airport



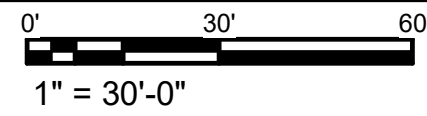
Location of Rappel Towers
-Height of Towers = 60'
-Site Envelope = 100' x 75'

350'

4/19/2019 9:39:17 AM



1 SITE PLAN - ELECTRICAL



1" = 30'-0"



SHEET KEYNOTES

1. EV CHARGING STATION WITH TWO 208V/2P 40A. PORTS: PROVIDE 1" CONDUIT. COORDINATE ACTUAL STUB UP LOCATION PRIOR TO ROUGH-IN. CHARGE POINT CT4000. PROVIDE MARKING AS REQUIRED BY CEC 625.15. VERIFY OPTIONS WITH OWNER PRIOR TO ROUGH-IN.
2. INSTALL COMBINATION CARD/KEY PAD FOR GATE ON GOOSENECK PEDESTAL.
3. REFER TO CIVIL DRAWINGS FOR FREE EXIT LOOP AND EXIT SAFETY LOOP.
4. 1 INCH TO GATE LOOP. REFER TO CIVIL DRAWING C211.
5. CONNECTION FOR GATE TRACK HEAT CABLE. CIRCUIT WITH 2P1-61.
6. CONNECTION FOR DRIVEWAY HEAT CABLE INSTALLED UNDER GATE CIRCUIT WITH 2P1-61.
7. NOT USED.
8. PROVIDE CONNECTION TO INTERGRATED FLAG POLE LIGHT PER MANUFACTURER/DESC REQUIREMENTS. REFER TO ARCHITECTURAL SITE PLAN FOR LOCATION. PROVIDE HAND HOLE WITH WEATHERPROOF CONTINUOUS USE COVER, GFCI PROTECTED WITH WEATHER-RESISTANT RECEPTACLE TO RECIEVE PLUG CONNECTION FROM FLAG POLE BEACON LIGHT.
9. STUB-UP IN ELECTRICAL ROOM 131. CAP AND IDENTIFY CONDUIT AT BOTH ENDS FOR FUTURE RAPPELL TOWER LIGHT.
10. NOT USED.
11. HELIPAD POWER SAFETY SWITCH: PROVIDE SQUARED FRACTIONAL HORSEPOWER STARTER OR APPROVED WITH ONE NEMA 3R GUTTER BENEATH ALL SWITCHES. ELECTRICAL CIRCUITS TO EXTEND FROM THIS LOCATION FOR HELIPAD POWER AS SHOWN ON CIVIL APRON DRAWINGS. PROVIDE SUPPORT RACKING AS REQUIRED. REFER TO DRAWING CA116 FOR ADDITIONAL REQUIREMENTS. ROUTE VIA LIGHTING CONTROL PANEL.
12. MOUNT EXIT PUSHBUTTON ON A PEDESTAL.
13. PROVIDE 1" TO FIRE ALARM CONTROL PANEL FOR CONTROL WIRING FOR TAMPER SWITCHES IN VAULT.

GENERAL SHEET NOTES

- A. PRICE ALL WORK ASSOCIATED WITH VEHICLE CHARGING STATION AND MOTORIZED GATE INCLUDING HEAT TRACE, ACCESS CONTROLS, POWER, LOOPS, ETC. TO BE TI COST.

PROJECT 2018-0274
CONTACT Lorena Ruiz

INTERFACE
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541.302.8607 info@steelearch.com

REGISTERED PROFESSIONAL
ENGINEER
T2777PE
OREGON
JUNE 02, 2019
MARK K. O'LEARY
EXPIRES: 12/31/20

PRECISION APPROACH
ENGINEERING
5125 Southeast Street
Gresham, OR 97030
541-754-0043

UAS
UNIVERSITY AIRCRAFT SERVICES
PRIMEVILLE AIRPORT
PRINEVILLE-CROOK COUNTY AIRPORT
PRIMEVILLE AIRPORT
SHELL SITE PLAN - ELECTRICAL

JOB NO. 15132.01
DATE 2/19/19
DESIGN BY LR
DRAWN BY LR
CHECKED BY MO
REVISION NO C

SHEET NO.
E1.20
SHELL SITE PLAN - ELECTRICAL

BID SET