

BE IT REMEMBERED THAT the Crook County Court met in a regularly scheduled Open Session on May 17, 2017 at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon. In attendance were: County Judge Seth Crawford; County Commissioner Jerry Brummer; County Commissioner Brian Barney; County Counsel Jeff Wilson; Assistant County Counsel Eric Blaine and County Court Secretary Colleen Ferguson.

Members of the public signing the attendance log: Teresa Herrmann, County HR; Brian Carmack, Prineville; Kris Williams, Crook County Health Department (CCHD); Abby Leibowitz, CCHD; Allan Clark, Prineville; Kathy Gray, County Treasurer; Julie Mogen, Prineville; Tim Ray, Prineville; Dave Scott, Prineville; Sher Eriksen, Prineville; Casey Daly, Crook County Fairgrounds (CCFG); Micaela Halvorson, CCFG; Jimmy Grand, Prineville; Kylee Stout, Prineville; Buzzy Nielson, Library Director; Richard Allm, WHA Insurance; Muriel DeLaVergne Brown, CCHD and John Jackson.

The media was provided notice of the meeting.

Judge Crawford called the meeting to order and asked Lance Stover to lead in the Pledge of Allegiance.

Brian Carmack offered the opening prayer.

Judge Crawford asked that everyone share in a moment of silence in honor of Darlene Harpster. Ms. Harpster had been a faithful attendee and active participant in all County Court meetings including the meetings held in Paulina. Ms. Harpster died unexpectedly on May 6, 2017 and will be greatly missed.

Consent Agenda

- 1. Approve Listing agreement regarding extending listing another 12 month for the 96 acres property on corner of George Millican & HWY 126**
- 2. Approve Amendment 4 to School Based Health Center agreement with School District.**
- 3. Approve Amendment 1 to School Based Health Center agreement with Advantage Dental.**
- 4. Approve Amendment 1 to WIC Patient services agreement with Advantage Dental.**
- 5. Consider Amendment 1 to Alfalfa Road Improvement Agreement with Brasada Ranch.**
- 6. Approve Amendment 1 to IGA # 2016-636 with Deschutes County, diabetes prevention program.**
- 7. Approve PATS web application IGA with Lane County**
- 8. Approve re-issued Amendment # 5 to OHA IGA # 142672**
- 9. Approve two amendments to Towing Contracts: Dave's Towing LLC and Active Towing, extended term of contracts to June 30, 2018, the same terms as the original contracts signed in 2015**
- 10. Approve Agreement for automatic Court notification services between Crook County and Dept. of Community Justice and Fieldware LLC**
- 11. Approve Agreement between City of Prineville and Crook County for sale of rock.**
- 12. Approval of informal quote to purchase concrete highway barriers.**
- 13. Approval of bids for 2017 Hazardous Fuels RFP (FEMA grant project).**
- 14. Approval of Condominium Declaration for Avalon Enterprises.**
- 15. Approval Hawes Technologies Professional Services Contract**

The Court reviewed the Consent Agenda. Item number 13 was moved to the Discussion portion of the meeting and item number 1 moved to the Executive Session.

Motion

Commissioner Brummer moved to approve the Consent agenda with the changes as discussed. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Public Hearing Order 2016-55 Amendment 4 Consider revised Planning Department Fees/ Ann Beier

Assistant Planning Director Ann Beier presented information regarding Order 2017-55 Amendment #4. The change will unify and combine fees making the schedule more user friendly and reducing some fees. She provided examples. Ms. Beier has compared the fees with other counties and all are in line or lower. Mr. Beier listed some fees that she recommended taking out of the fee schedule and others that be considered in order to consult with outside professionals.

Ms. Beier has met with each member of the Court individually to discuss the changes. The Court appreciated Ms. Beier's time spent on this fee schedule and discussed the refundable retainer on actual costs for some complex projects.

Public Hearing

Judge Crawford opened the public hear. Upon hearing no public input, Judge Crawford closed the public hearing.

Motion

Commissioner Barney moved to approve Order 2016-55 Amendment 4 with the fee upgrades, removing the expedite fee and establishing protocol , parameters and refundable retainer fees for complex projects and destination resorts. Discussion was held regarding the retainer fees with the amount of \$2,000 as the established retainer plus actual costs. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Mr. Blaine will bring back the fee schedules with the changes for signature as discussed.

Request for support, AmeriCorps Vista Volunteers

Abby Leibowitz, the current AmeriCorps Vista working with the Health Department encouraged the continued support of the Vista position. Ms. Leibowitz has been very active on several main projects including active transportation, Girls on the Run and Crook County Park and Recreation District partnership. She explained each project, the walking and biking opportunities and increase in education and sidewalks. The Girls on the Run was a 10 week program meeting 2 times per week for training for a run. There were 18 girls and 6 coaches participating. Partnering with CCPRD resulted in equipment for basketball. The Facebook grants assisted with equipment for 2 years. Ms. Leibowitz presented information on grants applied for and those received.

At this time, the Crook County Health Department is recruiting for another Vista for a one year term.

Ms. Leibowitz asked the Court to continue their support of the project. Ms. Leibowitz is going on to medical school at the University of Colorado.

Kris Williams, Crook County Health Department presented additional information on the federal process that the volunteer must go through. They also live on a very small stipend and will need any assistance available.

Consider approval of Library Board of Trustees Bylaws

Buzzy Nielsen, Director of the Crook County library presented the Bylaws for the Library Board. This is a totally new document. The Best Practice encourages the District to have By-Laws. Mr. Nielsen explained the by-laws that were approved unanimously by the Crook County Library Board of Directors.

Motion

Commissioner Brummer moved to approve the By-laws as written and presented. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Facebook Grant award/ Casey Daly, Fairgrounds Manager

Casey Daly and Micaela Halvorson, Crook County Fairgrounds, asked the Court to consider accepting the Facebook Grant and a grant from St. Charles. Ms. Halvorson wrote both grants. The Facebook grant is for \$10,050 and will be used to build a new gazebo on the north end of the Fairgrounds. The St. Charles grant for \$500 comes with no conditions and can be used as needed.

Motion

Commissioner Barney moved to approve the Face book and St. Charles grants for the Fairgrounds. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Recommendation of 2017-2018 benefits package for employees/ Teresa Herrmann

Teresa Herrmann, Crook County HR, and Rich Allm of WHA Insurance presented information on the benefits package for July 1, 2017 through June 30, 2018. The County went out for bid this year to get better rates, and there were several responses from providers. The Benefit Committee weighed the pros and cons of changing and two thirds agreed to go with Pacific Source that offers three different options. Ms. Herrmann provided information on the three options available through Pacific Source.

Ms. Herrmann explained the life insurance programs, additional life insurance availability , the MASA Emergent program that offers to pay any air or grounds transportation regardless of the organization, and the COBRA component. A brief discussion was held on HSA accounts. The recommended program does not offer an HSA program.

Motion

Commissioner Barney moved to approve the contracting for 2017-2018 employee benefit package as presented , using Pacific Source and MASA with contracts to be signed outside of Court. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

The Court discussed the plan to increase the portion of the County's contribution toward the employee health insurances from the current 80 percent up to 90 percent.

Motion

Commissioner Barney moved to increase the benefit contribution from 80 percent to 90 percent for all non-union workers. Commissioner Brummer seconded the motion. Vote was 3-0, motion carried.

Treasurer Kathy Gray advised the Court that the additional amount from 80 to 90 percent would be \$71,000 out of the general fund with the coverage as discussed.

Mr. Allm advised the Court that his company will be sending reports by email and also presented on a quarterly basis.

Consider Summer Fair Concert at the Fairgrounds

Fairgrounds Manager Casey Daly presented information regarding the approval of the headliner attraction for the County Fair, Terri Clark. Mr. Blaine has worked on the contract. Mr. Blaine discussed the contract with the Court and advised the Court that the changes requested by the Court have been made. Due to last year's problem with the contract, the legal staff has reviewed the contract line by line. Mr. Blaine recommended to the Court the approval of the contract.

Motion

Commissioner Brummer moved to approve the contract with Terri Clark for the Fairgrounds entertainment during Fair time. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Consider recommendation for contract negotiation phase, HRIS software project

Mr. Blaine prepared a memo for the Court regarding the Human Resources (HR) Information System Software project. The County must make a formal decision and provide a notice to bidders.

After review, the consensus was to go forward with Tyler Tech. The recommendation of staff is that the County move forward with the purchase. Discussion was held regarding the modules that are available, some the Court would want and other the County may not want, and the prices of the modules. The Court discussed having the groups that will be using the software sit down with IT Director Izaac Ross to decide which modules are needed and revised the request to the bidder with what is actually needed.

Mr. Blaine has reviewed sample contracts from Tyler Tech and the contracts are good. If approved today, Mr. Blaine will send a notice to the bidders and provide a 7 day response timeline.

Motion

Commissioner Brummer moved to authorize staff to negotiate a final contract with Tyler Tech.
Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Hazardous Fuel, FEMA Grant, John Jackson

John Jackson presented information on the FEMA grant bids received on April 21st. There were five bidders for the contractor pool, all five selecting all four work components. All bids were review with only one fully compliant. The remaining were all deficient in some way with the main problem of insurance coverage.

Discussion was held that Allan Clark violated the contracts that specify that no successful bidder will assign the award. However, Mr. Clark is selling the business to Julie Mogen.

The Court retains the authority to waive minor informalities. Discussion was held regarding giving the bidders a new time line to provide the additional required information. In the meantime, Arbor 1 Tree will be awarded a contract.

Julie Mogen, new owner as of June 1st, spoke on behalf of the Allan Clark bid. Discussion was held on how this could be treated and included. It is extremely important to have a local company, and this is the local company.

Mr. Jackson presented the plan of assignments to the contractors based on the geographical spread and multiple projects. At this time, there are significant amounts of materials down and ready to go prior to the fire season in both the Powell butte Area and Juniper Canyon. The grant does no pay moving costs for the contractors to move equipment from one job to another.

Motion

Commissioner Barney moved to approve award of the contract to Arbor 1 Trees today and to the other bidders subject to receipt of the specific omitted information by June 2, 2017. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Addition: Appointment of Judge Seth Crawford to the Central Oregon Workforce Coalition (COWC)

The Court discussed the information and letter of appointment of County Judge Seth Crawford to the Central Oregon Workforce Coalition.

Motion

Commissioner Brummer moved to approve the appointment of County Judge Seth Crawford to the Central Oregon Workforce Coalition. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

There being no further business before the Court requiring action at this time in Open Session, 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.

EXECUTIVE SESSION

ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

The Court and Counsel met to discuss the matters before them in 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. Following the discussion, Judge Crawford adjourned the Court out of Executive Session and into Open Session.

OPEN SESSION

Following the adjournment out of 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, Judge Crawford convened the Court into Open Session and invited any members of the public waiting back into the meeting room.

Motion

Commissioner Brummer moved to direct staff to move forward with the matter as discussed in Executive Session. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

There being no further business before the Court, Judge Crawford adjourned the County Court meeting. The next regularly scheduled meeting will be held on June 7th, 2017.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson
Crook County Court Secretary