

BE IT REMEMBERED THAT the Crook County Court met in the regularly scheduled meeting on March 15, 2017 at 9:00 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 were: George Heinz, Prineville; Jerry and Darlene Harpster, Prineville; John Gautney, County Sheriff; Jane Aggers, Prineville; MaryLou Bernard, Prineville; Christopher Cookston, Prineville Community Church; Teresa Herrmann, County HR; Ann Beier, Community Development; Ken Allen, Camas, Washington; Kathy Gray, County Treasurer; Kathy Puckett, County Finance; Pete Sharp, Prineville; Mike Warren II, Crook County Properties; Mae Huston, Jefferson County Commissioner and Izaac Ross, County IT.

The media was provided public notice of the meeting.

Judge Crawford called the meeting to order and lead the Pledge of Allegiance.

Christopher Cookston, Prineville Community Church led the Court and audience in prayer.

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. Approve IGA.
7. Approve PATS web application IGA with Lane County
8. Approve re-issued Amendment # 5 to OHA IGA # 142672
9. Approve two amendment 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 and discussed the Consent Agenda. Items 7 and 8 were removed.

Motion

Commissioner Brummer moved to approve the Consent agenda removing items 7 and 8. Brian Barney seconded the motion. The vote was 3-0, motion carried.

SCHEDULED APPEARANCES

Presentation, Polly Rogers CO. PC, 2016 Audit update

Kenny Allen of Polly Rogers CO. PC presented an overview of information included in the audit booklet and noted page 28 listing some over expenditures. Audit included auditing Federal grants and disclosing all tax abatements.

Mr. Allen brought to the attention of the Court that the Treasurer has four other duties assigned plus her elected duties. He asked that the Court think about the extra duties and plan for the future. Mr. Allen complimented the staff for clearing all issues that were brought up.

The Court thanked Treasurer Kathy Gray, Treasurer and Finance Departments, and her staff for all their hard work.

Approve Cooperative Improvement Agreement No 31050, Amendment #1, Tom McCall Road

County Road Master Bob O'Neal discussed with the Court the agreement for the Tom McCall Roundabout. The agreement has been worked on for six to eight months and is now written with the language that the participants all agree upon. Mr. Wilson approved the agreement for legal, and Mr. O'Neal recommends approval and signature.

Motion

Commissioner Brummer moved to approve the Cooperative Improvement Agreement No. 31050 Amendment #1. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Update on County 401K plan, Nick Kralj

Nick Kralj, 401K Administrator, VCI Group, Standard Company, provided an update on services to the County including initiatives, tools used to oversee the 401K plan, the fiduciary report card, the named fiduciaries or trustees (historically the Commissioners or County Judge), the investment review plan level referral and the plan provisions structured as a trust with provisions. Services to the participants include education such as the lunch and learn guide and a high level of overview of investments.

Mr. Kralj reported on managed accounts that the County is a perfect candidate for, the plan to participate in and the economic and markets review. Mr. Kralj provided new forms to be signed by the current County Court members.

The Court discussed with Mr. Kralj the funds that are still active, the watch list, failures, offering replacements and offerings to participants. Mr. Kralj provided today's update and would like to bring the managed account information back for more discussion at a future time.

Consider request for Alfalfa Road improvement agreement extension by Brasada Ranch

The Court, Mr. Blaine and Mr. Cornelius of Brasada Ranch, discussed an agreement extension for road development that would pose no health or safety issues. Brasada is working on Phase 5 and Phase 11 development and would like to continue that project this year and extend the road agreement through November 2018. Community Development and the Road Department find no problem with the proposed extension.

If the agreement extension is granted, Mr. Blaine and Ann Beier will work together on a modification.

Discussion was held on modification of bonds. Mr. Cornelius will get back to the Court regarding bond costs and furnish the necessary information and bonding.

Ms. Beier will need engineers to look at the costs involved. The County said Brasada has been a great partner. Commissioner Barney said okay contingent on the engineer study or bond amounts. Commissioner Brummer agreed that it was important to have. Mr. Blain will begin drafting the agreement for review and direction of the Court.

DISCUSSION

Consider Order 2017-12, amending Employee Handbook regrading process and wellness committee Programs

Discussion and review was held on Order 2017-12, amending the employee handbook regarding position regrading, the wellness committee, and requests for grading reviews. The Court and Mr. Blaine discussed the most recent compensation study, the steps and grading, the removal of equity as a criterion and the expectation that such compensation studies would be based upon comparisons to at least six other counties that would be of similar size to Crook County in order to provide the most accurate information as can reasonably be obtained. The other change involves wellness incentive programs managed through the Employee Wellness Committee. Population and organization operation were seen as the way for the compensation study to compare counties.

Motion

Commissioner Barney moved to approve Order 2017-12, amending the employee handbook, as presented. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Consider approval of Order 2017-13, supporting legislative delegations efforts to pass a Transportation Package.

The Court discussed with Counsel the Court's support of the legislative delegation on transportation, the objective of the process, and the loss of road and school funding.

Motion

Commissioner Barney moved to approve Order 2017-13 subject to changes and to authorize signing outside of Court. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Consider proposals for Parrish Lane bridge design/engineering services

The Court and Roadmaster Bob O'Neal discussed the design and engineering services quotes for the Parrish Lane bridge. Three quotes were received with Anderson Perry as the low bidder at \$38,000. Mr. O'Neal recommends signature .

Commissioner Brummer, Mr. O'Neal and Commissioner Barney discussed the NKI funding, bridges that will now all be 21 feet to meet grant requirements, and the running canals timing being an issue.

Motion

Commissioner Brummer moved to award the contract for the Parrish Lane bridge project to Anderson Perry for \$38,000. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Discussion: Oregon Community Dispute resolution program grant participation

Mr. Blaine presented information on a \$7,000 Community Dispute Grant from the University of Oregon School of Law. Mr. Blaine recommended not accepting the grant for the reasons that \$7,000 would not cover the costs of the mediation, the active litigants in Crook County through Circuit Court, and he explained that the longer the County would participate, the more funding the County would have to provide. The Court agreed not to accept the grant.

Motion

Commissioner Barney moved to decline the grant. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Proposed Addendum #4 for Thompson Court property offer. Mike Warren.

Mr. Warren presented an addendum #4 to the sale of property on Thompson Court. The buyer asks that the County test the water. Discussion was held regarding the testing, the need for a pump, and the cost of \$1,200. The County does not have to redrill the well. If the sale falls through, the County could use the pump elsewhere. If there is no water in the well, the County will be done and the obligation will have been met.

Motion

Judge Crawford moved expend up to \$1,200 to test the water on the Thompson Court foreclosed property. Commissioner Barney and Commissioner Brummer both seconded the motion. The vote was 3-0, motion carried.

Approve transfer of title of 15 passenger van

Commissioner Brummer presented a project. The older motor pool van is at the Landfill and scheduled to be sold. The Crook County Kid's Club van has lost the transmission. The older County van is worth \$1,104.00. Today's discussion is regarding the desire to help the non-profit Kid's Club, and the donation of the van that would help the Kid's Club and be the right thing for the County to do.

Motion

Commissioner Barney moved to transfer the older motor pool van to the Crook County Kid's Club. Commissioner Brummer seconded the motion. The vote was 3-0, motion carried.

Authorize DLR Group to proceed from schematic design to design development

Mr. Wilson presented information regarding the Jail Work Group that has been meeting with DLR on the schematic design has been completed. DLR would like to move on to design development. With more

precision design. Design changes and costs can still be made. DLR would like the approval in writing to move forward.

Motion

Commissioner Brummer moved to approve moving forward from the schematic design of the new jail project to the design development. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Authorize contract with Hawes Technologies as lowest responsive quote for IT Audit

IT Director Izaac Ross presented the Cyber Security bids for IT. Three bids were received. Two of the three did not fulfill the requirements. The qualifying response had good references and also was the lowest bidder, Hawes Technology, \$40,000.

Motion

Commissioner Barney moved to award the bid for IT Cyber Security to Hawes Technology at the bid of \$40,000. Commissioner Brummer seconded the motion and discussed the funding within the budget. The vote was 3-0, motion carried.

ADDITION: Discuss Manufactured Structure Registration IGA with Building Codes Division

Mr. Blaine presented updated information on the Intergovernmental Agreement with the Building Codes Division (BCD) regarding Manufactured Structures. This matter has been discussed previously at the Court meeting. There are two minor changes to the revision now being presented. The County Assessor cannot do the duties until the BCD signs the agreement. Time is of the essence.

Motion

Commissioner Brummer moved to approve the BCD Manufacture Home revised document. Commissioner Barney seconded the motion. The vote was 3-0, motion carried.

Mr. Wilson discussed items 7 and 8. These are regarding repair at the annex, 320 NE Court Street. Mr. Wilson has not received the cost information back for the estimate of repairs at this time. He believes it will not exceed \$40,000, but is waiting for the estimate.

PUBLIC COMMENTS

Pete Sharp commented on the compensation study and the need to take into account the income of the counties that are being surveyed.

Jane Aggers asked about the legislative bill on the Transportation Package. Commissioner Brummer explained that it is controversial at the state level, and they must make sure the dollars are dedicated. Discussion was held on fuel prices and tax on the gasoline. Judge Crawford explained that with the loss of Secure Rural Schools dollars, the County will probably be penalized because the County has been saving as good stewards of money. Representative McLane is working on the issue at this time. It is important that the funds go for actual infrastructure. Commissioner Brummer said our County does not have mass transit, but the legislature needs to realize the importance over here in our area also. He hopes the legislature does not raise registration. Jane Aggers asked about the redesign of the jail.

Jerry Harpster asked if the Court has heard anything about the dismantling of the Woodgrain mill. Commissioner Crawford said as long as the tear down materials goes into the County Landfill, the Landfill will benefit due to the costs involved.

Pete Sharp discussed the pump needed for the Thompson property and how to do a water test. Commissioner Brummer discussed the steps used in testing the water and getting a good residual of the water.

The Court introduced Mae Huston, Commissioner, Jefferson County.

There being no further items requiring action before the Court at this time, 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

Judge Crawford convened the Court 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. The Court discussed the matter regarding Real Property with County Counsels. Following that discussion, Judge Crawford adjourned the Court 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 and back into Open Session.

OPEN SESSION

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

Motion

Commissioner Brummer moved to direct staff to proceed to take the action as was discussed in Executive Session. 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, Judge Crawford adjourned the meeting at 11:50 a.m.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson
Crook County Court Secretary