

BE IT REMEMBERED THAT the Crook County Court held a Regular Open Session meeting on December 21, 2016 at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon. In attendance were: County Judge Mike McCabe; County Commissioner Ken Fahlgren; County Commissioner Seth Crawford; County Counsel Jeff Wilson; Assistant County Counsel Eric Blaine and County Court Secretary Colleen Ferguson.

Members of the public signing the attendance log: Jerry and Darlene Harpster, Prineville; County Health Director Muriel DeLaVergne-Brown; Commissioner Elect Jerry Brummer; County HR Teresa Herrmann; County HR Sarah Bucholz; Ann Beier, County Community Development; Louis Sealy, County Compliance; MaryLou Bernard, Prineville; County Treasurer Kathy Gray; Holly Wenzel, Crook County Health Department; Kelly Christ, Crook County Health Department; Melanie Marlow, Prineville; Rebekah Burkhardt, Sheriff's Office; Michael Ryan, Sheriff's Office; Nathan Trammell, Community Development; Regina Paul, County Legal Department; County Clerk Cheryl Seely; Greg Sanders, Redemption House Ministries and Izaak Ross, County IT.

The media was provided public notice of the meeting.

Judge McCabe called the meeting to order. The Court led the public in the Pledge of Allegiance.

CONSENT AGENDA

1. Approve Order 2016-96, In the matter of Increased/decreased appropriation, Health Grants Amendment 11
2. Approve Order 2016-97, In the matter of appropriation transfer, Grant fund, school based health care
3. Approve Order 2016-98, In the matter of increased/decreased appropriations, Public Health Preparedness
4. Approve Order 2016-99, findings regarding sole source procurement with Data 911 for mobile data terminals
5. Approve Order 2016-101, In the matter of appropriation transfer, Health Department, Holiday Partnership
6. Approve MSDS on-demand services contract
7. Approve Cacoen program services agreement with OHSU
8. Approve Janitorial Services Contract at Health Department
9. Approve Extension to license agreement with Taylor NW re: Staging Area
10. Approve Amendment No.2 to Employment Agreement-WEBSCO Director
11. Approve Veterans Shuttle Project; grant Agreement with Band of Brothers
12. Approve Hangar Lease with Avalon Enterprises LLC
13. Approve Grading of New Position-IT System administrator

The Court reviewed the Consent Agenda and discussed the Janitorial Services Contract at the Health Department.

Motion

Commissioner Crawford moved to approve the Consent Agenda as submitted. Commissioner Fahlgren seconded the motion. The vote was 3-0, motion carried.

Judge McCabe asked to remove the Planning Department portion of item #23, the two step increase to be discussed at a later time.

Presentation, Holiday Partnership, update and request for funding assistance

Health Department Director Muriel DeLaVergne-Brown provided an update on the Holiday Partnership Project for this year. Gifts and food boxes were distributed yesterday. There was 5000 gifts wrapped and 800 food boxes prepared. Over 100 volunteers participated in this year's event. Ms. DeLaVergne-Brown requested \$2,500 from the County to cover the shortage of donations for the event. Donations, including the \$2,500 from the County, totaled \$9,200.

Commissioner Fahlgren advised Ms. DeLaVergne-Brown, the Court and the audience that the Court was contacted previously and the \$2,500 was transferred into the Holiday Partnership fund a few days prior to this meeting.

Vicky Ryan and Vicky Rhoden were recognized for their exemplary actions in making this a successful project and reaching out to so many individuals and families.

Request for approval of Order 2016-90, renaming a portion of SE Golden Eagle Drive to SE Golden Eagle Way: Request for approval of Order 2016-91, renaming SE Golden Eagle Court to a continuation of the existing SE Golden Eagle Drive

Nate Trammell, Community Development, presented Orders 2016-90 and 2016-91. The orders were at the request of the Indian Rock Homeowners, changing Golden Eagle Court to Golden Eagle Drive and a portion of Golden Eagle Drive to Golden Eagle Way. There will be no more Golden Eagle Court.

Motion

Commissioner Fahlgren moved to Approve 2016-90 and Order 2016-91, renaming the Golden Eagle Roads. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

Mr. Trammell thanked the Judge and Commissioners for all the education and support over the years.

County signature block discussion

Mr. Blaine discussed the matter of how the Court would want to manage signatures between now and the January 3, 2017 date when the new Court members will be sworn in. There will be the need for a different signature block. The Court suggested just having the signature block be the County Judge and County Commissioner with the dates. The vacant commissioner signature line can be added later.

Discuss Building Code Division manufactured structure registration Intergovernmental Agreement

Mr. Blaine presented information regarding the contract with Building Code Division. The County withdrew from a contract and issued a new contract regarding manufactured structures that must be signed by the 30th of December. Mr. Blaine addressed the most significant concerns of the new draft and the risks if Crook County were to be the only County not to agree. At that point, Crook County could wind up doing all the applications for the entire state. This is regarding processing ownership titles. No land use is involved. The recommendations were discussed regarding opting in and opting out of the contract. At this time, the County has only heard from Jefferson and Deschutes County.

Approve Order 2016-100, appointments to County Boards and Committees

The Court reviewed the appointments to several County Boards and Committees.

Motion

Commissioner Fahlgren moved to approve Order 2016-100, appointments to County Boards and Committee, as presented. Commissioner Crawford seconded. The vote was 3-0, motion carried.

Public Hearing, Order 2016-55 Amendment #2, consider fee changes, Planning, public hearing and opportunity to comment

Assistant Planning Director Ann Beier presented Order 2016-55, Amendment 2. The fee changes are changed to be consistent with the E-permitting system and tracking. This will align County applications and fees with the State. There is one fee removal that was a duplicate cost.

Judge McCabe opened the public hearing. There being no concerns or comments received, the public hearing was closed.

Motion

Commissioner Crawford moved to approve Order 2016-55, Amendment 2 and to authorize signature outside of Court. Commissioner Fahlgren seconded the motion. The vote was 3-0, motion carried.

Conversation with John Peterson from Piper Jaffray regarding bond and gap funding

Mr. Wilson and John Peterson of Piper Jaffrey (Mr. Peterson by phone) presented information regarding working with Bond Counsel Ann Sherman on the 10 million dollars in bonds approved by the public in the November election for the new jail and the gap financing that will be required to complete the project. Mr. Peterson provided information on how bonds mature, the rates and the number of years for the bonds. Judge McCabe discussed the gap funding number of 3.5 million and suggested it makes sense to get approval for 5 million for the gap but pay interest on only the actual amount borrowed. Discussion was held on signing the authorization for gap financing and the authorization of signers to be available for signing the financing. Further discussion was held regarding types of financing, the time frame, bids due in by mid-January and a broad contract.

Motion

Commissioner Fahlgren moved to authorize the amendment to the contract with Peter Jaffrey to obtain gap and longer term financing. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

Hear presentation of Redemption House Ministries and the current issue of the new jail location, and the request for Redemption House to move out by January 3, 2017; asks that the Court listen to and help with a proposal for an extension

Greg Sanders, Director of Redemption House Ministries, discussed with the Court the eviction notice for the Redemption House Men's Shelter located next to the Sheriff's Office. Due to the environmental analysis study for the new jail project, the two houses located next to the Sheriff's Office will be

demolished or relocated. Mr. Sanders asked the County to extend the time for an additional month to allow time to try to locate another facility in which to house the men from the shelter. Discussion was held on any options, county or city locations and funding.

Judge McCabe suggested a 90 day extension. Discussion was held regarding the design process and timeline for completion of the project. Due to the environmental analysis study preference, there should be no buildings in place on the footprint of the jail. Everything has to be in place, and the County is looking at financing the first of the New Year. The analysis needs to be complete for the financing, and a longer extension could result in the delay in financing.

Mr. Wilson and Mr. Sanders have spoken, and there is no county property available in close proximity. Mr. Wilson recommended no extension over 30 days.

The Court discussed the different levels of the study, and the costs to move the house that would be \$15,000 to \$20,000 above the cost of property.

Motion

Commissioner Fahlgren move to extend the term of rental agreement with the Redemption House Ministries to February 1, 2017. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

A brief discussion was held regarding the two houses on the County property, the new jail property. The Rebels Roost organization in the other house is moving to another place, but is not moving the house.

Commissioner Fahlgren presented information regarding the Blue Zone, Regional Health plan.

Discuss approval of two-step increase for a Planning and a Building Department position

County Planning Director Bill Zelenka and County HR Teresa presented information to the Court regarding the Building Department and the Building Official's plans to move from the area by the end of the summer. Inspector Randy Davis is passing certificates and has been performing the job and accepting the responsibilities of a Building Official at this time.

Based on certifications and duties of a building official, Mr. Davis will be transferring into the position upon the current Building Officials resignation. At this time, HR is working on a job description for an Assistant Building Official.

Today's request is for a two-step increase for Mr. Davis based on his increased duties.

The Court, Mr. Zelenka and Ms. Herrmann discussed the plumbing and electrical inspections, the A level inspections and the Journeyman program.

Motion

Commissioner Fahlgren moved to approve the two-step increase for Mr. Davis, moving from a Grade 8 Step 17 to a Grade 8 Step 19. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried. The increase is approximately \$1.00 per hour.

There being no further business scheduled for action before the County Court at this time, Judge McCabe wished the audience Merry Christmas and adjourned the Court out of Open Session and into Executive Session under ORS 192.660(2)(h) legal consultation regarding pending litigation or litigation likely to be filed

EXECUTIVE SESSION

ORS 192.660(2)(h) Session under ORS 192.660(2)(h) legal consultation regarding pending litigation or litigation likely to be filed

Judge McCabe convened the Court into Executive Session under ORS 192.660(2)(h) Session under ORS 192.660(2)(h) legal consultation regarding pending litigation or litigation likely to be filed. The Court met with Legal Staff to discuss the matter before them. Following the discussion, Judge McCabe adjourned the Court out of Executive Session under ORS 192.660(2)(h) Session under ORS 192.660(2)(h) legal consultation regarding pending litigation or litigation likely to be filed and invited members of the public waiting back into the meeting room.

Open Session

Judge McCabe convened the Court back into Open Session after adjourning out of Executive Session under ORS 192.660(2)(h) Session under ORS 192.660(2)(h) legal consultation regarding pending litigation or litigation likely to be filed.

Motion

Commissioner Fahlgren directed staff to prepare an easement for property in Ochoco West as discussed in Executive Session for Addison McMillan. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

The Court discussed the matter of Bill Zelenka, Planning Department Director, retiring on July 31, 2017 and the appointment of Ann Beier to the Planning Department Director position as Mr. Zelenka's successor. Judge McCabe explained that when Ms. Beier was hired, the move to Planning Department Director upon Mr. Zelenka's retirement was part of the offer.

Motion

Commissioner Fahlgren moved to promote Ann Beier to Planning Director effective July 1, 2017. Judge McCabe seconded the motion. Discussion: Commissioner Crawford discussed rescinding the order of promotion after Judge McCabe and Commissioner Fahlgren are out of office. Commissioner Crawford said he is not against Ms. Beier serving as the Planning Director, but he believes it is his duty to put it out there for options. Commissioner Crawford asked that HR talk with Ms. Beier about this matter. The vote was 2-1, Commissioner Crawford in opposition.

There being no further business before the Court at this time requiring action, Judge McCabe adjourned the meeting. Today's meeting is the final meeting with Mike McCabe serving as County Judge and Ken Fahlgren serving as County Commissioner.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson, Crook County Court Secretary