

BE IT REMEMBERED THAT the Crook County Court met in Regular Open Session on June 17, 2015 at 9:00 in the County meeting room located at 320 NE Court Street, Prineville, Oregon. Members of the Court in attendance were: Commissioner Ken Fahlgren; Commissioner Seth Crawford; County Counsel Jeff Wilson; Assistant County Counsel Eric Blaine and County Court Secretary Colleen Ferguson. Judge McCabe was not in attendance. He was attending his daughter Shannon's wedding in Hawaii.

Members of the public signing the attendance log were: Jerry and Darlene Harpster, Prineville; Dave Scott, Prineville; Sher Eriksen, Prineville; Jane and Gordon Aggers, Prineville; County Treasurer, Treasurer Kathy Gray; Jennifer Kent, Prineville; Dr. Tim Deboodt, County Extension; Ruthie McKenzie, Prineville; County Sheriff Jim Hensley; Rebekah Burkhardt, Sheriff's Office; County Library Director Camille Wood; Glenda Lile, Prineville; Monica Elsom, Prineville Insurance; Elaina Huffman, Powell Butte; County Fairgrounds Manager Casey Daly; Bill Mintiens, Jakie Spring Media; Gail Merritt, Crook County Fair Board; Tim Ray, Crook County Fair Board; Keith Brown, Prineville; City of Prineville Planning Director Phil Stenbeck and John Sundell, Powell Butte.

The media was provided notice of the meeting.

Commissioner Fahlgren called the meeting to order and the Pledge of Allegiance was repeated.

Consent Agenda

- 1. Approve minutes of April 7, 2015-April 15, 2015**
- 2. Approve Order 2015-17, vacating a portion of Moffitt Road**
- 3. Approve Order 2015-28, In the matter of reallocating fees received through the Household Hazardous waste Management Plan**
- 4. Approve Order 2015, 34, Appointment of Board Members to Library Board, Housing Works**
- 5. Approve Amendment NO. 1 to Contract # 9743 or CRO 1315**
- 6. Approve Amendment #3 ODOT Grant Agreement #29032, Crook County, STF**
- 7. Approve Lease Agreement with Neighbor Impact**
- 8. Approve janitorial services agreement, JG's Professional Cleaners.**
- 9. Approve janitorial services agreement, Just Right Cleaning.**
- 10. Approve janitorial services agreement, Advantage Cleaning**
- 11. Approve janitorial services agreement, Wildcat Enterprises.**
- 12. Approve amendment 1 to WEBCO data analyst IGA with Deschutes County.**
- 13. Approve non-preference towing contracts: *Dave's Towing, Active Towing, Crook County Towing, National Recovery, STAR Towing***
- 14. Approve contract for Fairgrounds summer concert, August 7, 2015**
- 15. Approve contract extension for Family Law Mediation Services with David Allen**
- 16. Approval of Cooperative Agreement between Dept. of Justice, Crook County and the Crook County District Attorney to provide for DA's implementation of child support enforcement services.**
- 17. Approve Oregon Health Authority 2015-17 IGA for Environmental Health Services**
- 18. Approve Professional Services Contract with Kyle Freeman for Sex Offender Treatment Services.**

The Court reviewed the Consent Agenda. There were no changes.

Motion

Commissioner Crawford moved to approve the Consent Agenda as presented. Commissioner Fahlgren seconded the motion. Vote was 2-0, motion carried.

Approved August 19, 2015

Public Hearing: Budget Adoption: Order 2015-30 Crook County Budget; Order 2015-31, Historical Society and Order 2015-32, Extension District

County Treasurer Kathy Gray presented Order 2015-30, the Crook County Budget for FY 2015-2016.

Commissioner Fahlgren opened the Public Hearing on the budget. There were no comments received. Commissioner Fahlgren closed the public hearing.

Motion

Commissioner Crawford moved to approve Order 2015-30 and accept the FY2015-2016 budget for Crook County. Commissioner Fahlgren seconded the motion. Vote was 2-0, motion carried.

Ms. Gray presented Order 2015-31, the Crook County Historical Society Budget for FY 2015-2016

Commissioner Fahlgren opened the Public Hearing on the budget. There were no comments received. Commissioner Fahlgren closed the Public Hearing.

Motion

Commissioner Crawford moved to approve Order 2015-31 and accept the FY 2015-2016 Crook County Historical Society budget. Commissioner Fahlgren seconded the motion. The vote was 2-0, motion carried.

Dr. Tim Deboodt presented Order 2015-32, the Crook County Extension Budget FY 2015-2016.

Commissioner Fahlgren opened the Public Hearing on the budget. There were no comments received. Commissioner Fahlgren closed the public hearing.

Motion

Commissioner Crawford moved to approve Order 2015-32 and accept the Crook County Extension District budget FY 2015-2016. Commissioner Fahlgren seconded the motion. The vote was 2-0, motion carried.

Order 2015-36, Vehicle Fund, Crook County Agricultural Extension Service District

Dr. Deboodt presented Order 2015-36, extension of Crook County Extension District Vehicle Plan. This is a reserve fund and must be renewed every 10 years.

Motion

Commissioner Crawford approved Order 2015-36, County Extension District Vehicle Fund, extended for 10 years. Commissioner Fahlgren seconded the motion. Vote was 2-0, motion carried.

Notice of Supplemental Budget Hearing 2014-2015

Ms. Gray presented Order 2015-35, Crook County Supplemental Budget. Commissioner Fahlgren opened the public hearing for any comments of the public. Hearing none, Commissioner Fahlgren closed the public hearing.

Motion

Commissioner Crawford moved to accept and approve Order 2015-35, Supplemental Budget for Crook County. Commissioner Fahlgren seconded the motion. There was no additional discussion. The vote was 2-0, motion carried.

Introduction of Jennifer Kent, New Library Staff Member

Crook County Library Director Camille Wood introduced new Library Staff member Jennifer Kent. Ms. Kent will be managing the Adult Service Library Services. Ms. Kent served as the Library and Museum Director in Magdalena, New Mexico with a population of 938 people. Ms. Kent said Prineville seemed like a metropolis compared to her previous home, and she is glad to be here in Crook County. Ms. Kent will be reaching out to the community and attending Chamber of Commerce luncheons.

Ms. Wood presented information about the Library events that have been held in the recent months including the Summer Reading Kick-Off with 250 attending; kids, teens and adults, free food and a blue grass band.

Prineville Insurance, quote and coverage presentation for County Liability Insurance/ Glenda Lile

Glenda Lyle, Elaina Huffman and Monica Elsom from Prineville Insurance presented the proposal, outline and summary of the value of County buildings, vehicles, and business and personal property to the Court. The County has a \$5,000. deductible policy with a two percent increase this year, the inflation guard, and \$500. on comp and \$500. on collision on vehicles. In 2016, City County Insurance (CIS) will be back for full appraisals.

Discussion was held on putting some changes into place to keep a more accurate listing of the fleet of mobile equipment owned by the County. Issues surrounding the purchasing and removal when sold or out of use equipment were discussed. Plans are being made to make this portion of the liability insurance more accurate and changes timely. The buildings and personal property values are accurate, and the Sheriff's Department listing of mobile equipment is very good. There are basically no changes in the general liability or limits from last year. There is a small amount of coverage for cyber security. The business and auto schedules were discussed.

This year's premium is \$298,288.00, a small reduction from last year's premium.

Worker's Comp coverage estimate for last year was \$187,766. This year is \$219,404. Estimates are figured on a three-year look at the experience mode. This year during the three-year look, one good experience year went off and one bad experience year went on.

Discussion was held on amount of payroll, some reduced rates of Workers Comp, and SAIF recommended safety programs. This year's premium if prepaid for the year will be \$219,404. If paid monthly, it will be \$228,338. Treasurer Kathy Gray advised the Court that the County always pays the prepaid amount.

The Court and insurance representatives discussed training programs, the wellness committee, risk management, the safety committee and practices already in place that will be considered when the premium is figured for the general liability and vehicle fleet.

The Court thanked Ms. Lile, Ms. Huffman and Ms. Elsom for the information and expressed the County's appreciation of having the insurance company locally and representative so helpful to the County.

Re-consider Ordinance 2005-162 Transient Room Fee formula for distributing 70 percent of funds

This year is the 10-year anniversary of Ordinance 2005-162, Transient Room Tax fee. It is in the record that every 10 years the ordinance must be reviewed and changes can be made at that time for the division of the Transient Room Tax Fee. The fees are divided initially with 30 percent going to General Funds and 70 percent to the County to be divided between the Chamber of Commerce with 28 percent; Historical Society with 23 percent; Fairgrounds with 44 percent and County Discretionary 5 percent.

Gordon Gillespie, Crook County Bowman Museum Director provided the past history of the group formed to discuss the division of fees and the formula that came from that meeting. The County portion goes to safety. Commissioner Fahlgren asked that the three recipients get together and come back for discussion regarding the division of funds at the next County Court meeting.

Black Bear Subdivision Phase 1/ Keith Brown

Keith Brown, Developer of Buckhorn Acres Subdivision, presented the partition plat for the new subdivision in the Buckhorn Acres named Black Bear Subdivision that will connect to Buckboard Street. Secure Storage is finishing the street. Mr. Brown said it depends on the market as to how soon the property will expand. Discussion was held regarding the history of the subdivision and the reason for this coming before the Court for approval the road dedication. City of Prineville Planner will be the last to sign off on the plat map as this property is located in the city limits.

Motion

Commissioner Crawford moved to approve Black Bear Phase 1 Subdivision. Commissioner Fahlgren seconded the motion. The vote was 2-0, motion carried.

Addition: Discussion of creation of County Departments Three to Five Year Sustainable Operating Plan

Commissioner Crawford presented information regarding a committee formed to work with Andy Parks to review the County budget process. The committee consisted of Treasurer Kathy Gray; Commissioner Seth Crawford and Budget Committee member and City of Prineville Manager Steve Forrester. The Committee will work with Mr. Parks on ideas for ways to help the County to become more sustainable. Commissioner Fahlgren said he would like to look more closely at the program and how to maintain the County budget. The County is one of the larger employers in the Crook County. Mr. Parks will also meet with the Court, Ms. Gray and Mr. Forrester individually.

Commissioner Crawford said the cost for Mr. Park's services will be \$3,500 up to \$4,100 maximum. This will allow a look into the program but not an in-depth plan.

The Court took a five minute break before reconvening into Open Session.

Discussion on Community Committee addressing jail needs

Von Thompson and Mike Herrin presented information regarding the Law Enforcement Public Safety Committee made up of 20 to 25 individuals, a cross section of all the City and County. The mission statement of the Public Safety Advisory Committee is to form a broad based advisory committee composed of citizens from across Crook County and Prineville to examine the need, feasibility and level of community support for developing an expanded Public Safety Facility. The plan is to meet often over the next few months and make sure they have the direction of the citizens and to have the report out by the first of February.

Discussion was held on a private committee becoming a public body, advertising, and the committee open to anyone wanting to attend. The plan is to divide up the work to three or four subcommittees that will report back to the full committee for recommendation back to the City and County. Advertising will be done for the meetings with a member of the committee contacting Colleen Ferguson, Court and Admin, to place the public notices and the County paying the costs for the advertising.

Twenty-two people attended the meeting last night. It is a diverse group and will probably average 22 to 30 people with the goal to get the job done by February 1, 2016 and then work toward the election and bond, working on the campaign. The plan is for the primary work to be finished by Thanksgiving, take a holiday period off and back to work on the project in January.

The Mission Statement for the Public Safety Facility Advisory Committee was read into the record: To form a broad based advisory committee composed of citizens from across Crook County and Prineville to examine the need, feasibility and level of community support for developing an expanded Public Safety Facility. The committee will focus on locations with a four acres minimum; community education, cost analysis (different scenarios) and surveying of the community, All members of the committee have an equal vote.

Questions that require staff expertise will go to the Sheriff who will reach out to others for the answers. The Sheriff will be the one focal person. Sheriff Hensley has offered to give the committee a tour of the current jail. A brief discussion was held regarding the feasibility study being conducted at this time. August is the planned completion date of the study.

There being no further business before the Court in Open Session, Commissioner Fahlgren adjourned the Open Session and convened the Court into Executive Session under ORS 192.660(2)(h) To consult with counsel concerning legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

EXECUTIVE SESSION:

ORS 192.660(2)(h) To consult with counsel concerning legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

The Court met and discussed with County Counsels the matters before them under this Executive Session. Following the discussion, Commissioner Fahlgren adjourned the Court out of Executive Session under ORS 192.660(2)(h) To consult with counsel concerning legal rights and duties of a public body with regard to current litigation or litigation likely to be filed and back into Open Session.

Approved August 19, 2015

Open Session

Commissioner Fahlgren convened the Court into Open Session and invited those waiting back into the meeting room.

Commissioner Fahlgren announced that during the Executive Session the Court received updates on matters presented under ORS 192.660(2)(h). There were no motions to be made regarding the discussions.

There being no further items requiring action at this time, Commissioner Fahlgren adjourned the County Court meeting at 11:02 a.m.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson
Crook County Court Secretary