

BE IT REMEMBERED THAT the Crook County Court held a Regular Session County Court meeting on January 8, 2014 at 9:00 a.m. in the County meeting 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 were: Jerry and Darlene Harpster, Prineville; Candace Fronk, Bend; Margi Heater, Bend; Kathy Gray, County Treasurer; Casey Daly, Fairgrounds Manager; Rebekah Burkhardt, Sheriff's Office; Tim Ray, Prineville; Ed Wales; Leroy Gray, Landfill; Gail Merritt; Lou Haehnlen, Building Department; Linda Shelk, Powell Butte; Kristi Steber, Prineville and Angie Gilley, Veterans Service Officer

The media was notified of the meeting.

Judge McCabe called the meeting to order and asked County Treasurer Kathy Gray to lead the Pledge of Allegiance.

Consent Agenda

1. **Approve Special Executive Session Open portion minutes, November 25, 2013**
2. **Approve Order 2014-01, newspaper of record**
3. **Approve Order 2014-02, Ready to Read Grant Funds from Oregon State Library, Acceptance**
4. **Approve Order 2014-03, Appointment of Dean E. Noyes to Board of Property Tax Appeals (BOPTA) Pool 1 and Pool 2**
5. **Approve Amendment 5 to Developmental Disability funding contract #134271**
6. **Approve Agreement to Dispose of Animal Waste at Landfill, Central Oregon Butcher Boys**
7. **Approve Agreement to Dispose of Animal Waster at Landfill, Quimby**
8. **Approve ODOT Grant Agreement-Veterans' Pilot Project**
9. **Approve Fair Board Operating Agreement**
10. **Approve and sign Bill of Sale for Zoll Medical Equipment to Rager Emergency Services Limited**
11. **Approve Amendment 5 to OHA Contract #142006, Funding Public Health**
12. **Approve Purchase Order with Central Mountain Communications Inc., for Road Dept. radio equipment (to upgrade from analog to digital)**

The Court reviewed the Consent Agenda. Mr. Wilson advised the Court that Roadmaster Penny Keller had contacted him and asked that item Number 12 item be removed from the Consent Agenda.

MOTION

Commissioner Fahlgren moved to approve the Consent Agenda as presented removing Number 12. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

Report on County Audit FY 2012-2013 by auditing firm, Harrison Price Fronk & Co., LLP

Candace Fronk and Margi Heater of Fronk, Harrison Price Fronk & Co., LLP presented the results of the recent auditing done for Crook County. Everything had been filed on time this year and the Solid Waste

DEQ documents are on the way. Last year the filing was late. The County has changed auditing firms this year. The on-line Federal Funds audit reporting time was extended for filing due to the on-line portion being down at this time. Ms. Fronk gave a clean opinion to the audit.

Reporting was done on Federal Funds reporting in compliance, close out of the BTOP grant to be completed by December of this year, auditing reviews of departments and the reasons for those reviews; a nice visit with the Fairgrounds with Fairground Manager Casey Daly doing a good job and Assistant Missy Brown putting in good new check and balance measures. Candace believes the Fair premiums could be a little tighter on the accounting. Some changes in filing of I-9's was recommended to the HR Department, reconciliation of the Library cash sheet with the Finance/Treasurer office was recommended and a segregation of duties for fine collection in the DA's Office was recommended. Ms. Fronk was impressed with the IT security controls with financial information. Changes in how fiscal year's funds are reported were put in place and a fixed asset list with depreciation calculation was discussed, putting a higher list amount on the items to be kept on the list. Kathy Gray, Treasurer, believes it needs to be raised from \$750 value to \$2,500. Discussion was held regarding a policy decision on the amount for Capital Outlay, equipment and vehicles. This would make the list more manageable. The contents of the Open Campus are also listed with the County. Discussion was held on the funding for the equipment and furniture at the Open Campus purchased through the BTOP grant.

Ms. Fronk discussed managing inventory at fair market value or with amortization, local government investment pool, adjustment, actuary study, Sheriff's Office costs, PERS, Health Insurance after retiring, PERS liability in 2015, changes in COLA's and percentage of payroll paid out for PERS folks.

Ms. Fronk said the Extension Office audit is complete and Vector Control has an Extension. WEBCO is almost wrapped up as well.

Ms. Fronk discussed the need to follow policy in regards to required bids and quotes for purchasing vehicles. One department did not get three quotes when purchasing a vehicle. Commissioner Fahlgren expressed his frustration over that incident. The County generally goes with the lowest price and looks at the overall costs including the service.

Ms. Fronk said that everyone was very forthcoming and honest.

Addition to Agenda/ Presentation, Energy Trust of Oregon information; Ed Wales

Ed Wales, Energy Trust of Oregon, working with the Governors Sector Accounts Manager as an Account Representative presented information regarding four programs: Residential, Commercial, Industrial and Agricultural (waste water) and Renewable Energy Groups.

He presented information gathered from the data base regarding the County's energy saving projects. In 2005 and 2006, the County had lighting projects; in 2013 the Commission on Children and Families and Veterans Office projects were completed and the County completed a solar project involving 16 buildings in which the Energy Trust provided \$10,000. Mr. Wales commended the County on the foresight toward efficiency of energy saving projects. Commissioner Crawford reminded Mr. Wales of the Indoor Arena lighting project that has also been completed.

Discussion was held regarding project funding still available and the County projects that are still planned such as the Courthouse window replacement project.

Mr. Wales said new services and new technology is available with LED lighting for exteriors, road and parking lots. There is a new incentive for new parking lot lights on poles with \$275.00 to \$400.00 available per fixture. There are many other incentives also available. Commissioner Fahlgren asked about projects for interior lighting. Mr. Wales said there is still funding available, and the Energy Trust does allow for custom analysis.

Commissioner Fahlgren and Mr. Wales discussed a list of local people that will do on-site analysis and a list of contracts. Commissioner Fahlgren would like the contact information for those people. Discussion was held regarding the City of Prineville Plan for leased lighting that was new 50 years ago.

Addition to Agenda/ Strategic Budget Planning

Jeff Wilson presented information regarding an item brought up by Commissioner Crawford during yesterday's regular work session regarding 10-year strategic planning. The discussion turned into a discussion of a 10-year strategic plan for all departments of the County. Mr. Wilson advised Commissioner Crawford to bring the discussion to the Court.

Commissioner Crawford said he would like to propose a sub-committee to look into a 10-year strategic plan for all departments of the County and see if it is a viable option. Discussion was held on who would serve on this committee.

Commissioner Fahlgren said he believes we need more information on the plan. There were many questions yesterday from Landfill Manager Leroy Gray regarding this project. County Treasurer Kathy Gray told the Court that she and Commissioner Crawford had met at the City of Prineville with Mr. Parks to discuss the Strategic Budget plan as is used at the City. She said it would be a good tool if it was actually used. Judge McCabe asked how many counties Mr. Parks works with and the answer was that he worked with Cities. Gail Merritt, City of Prineville Council member, said she worked with Mr. Parks often and find it helpful for the City.

Commissioner Crawford said he believes it is extremely important to look toward future needs. Commissioner Fahlgren and Mr. Gray discussed whether this would be worthwhile for the time involved and is it something that is duplicating work already done. Mr. Gray said that Mr. Parks had showed templates and he would do a template for the Landfill at a cost of \$1,000 per day with an estimate of five days for the Landfill template to be completed. Mr. Gray asked if it is going to go next to yearly planning or would this do away with yearly plans.

Commissioner Fahlgren asked Ms. Merritt if this plan replaced the budget for the City and she said no.

Commissioner Crawford and Kathy Gray said that regarding capital purchases and employment that with this plan there might be less capital outlay requests at budget time. Commissioner Crawford believes the plan would streamline the system. He believes it is worth looking into what the cost of the program might be.

Commissioner Fahlgren said he had no problem with forming a committee and sitting down later to see who would be best to serve on that committee. Discussion was held on the additional work load and time for Ms. Gray. She said most of the time and work going into the plan would be done by department heads. Her time would be in the changes. The initial process would fall more on department heads. Commissioner Fahlgren asked if the County would really use the plans.

Judge McCabe asked where the funding would come from to pay Mr. Parks for his work. Mr. Gray said the question is, is it worth paying \$5,000 to pay someone else and is it worth it to the Court for that price in that format.

Commissioner Fahlgren said that forming a committee would not cost any money if the Court wanted to do that. This could go forward in this budget cycle.

Motion

Commissioner Crawford moved to adopt a motion to appoint a subcommittee to meet and make recommendation to the County Court on the advisability of a 10- year strategic plan. Commissioner Fahlgren seconded the motion. Discussion. Judge McCabe said that Commission on Children and Families is changing completely, there are changes in the Work Force, and all these will cost the County more. Why do a 10-year plan and then have the State of Oregon come in and mess it up with all the changes. He said he wanted hard numbers on the costs and salaries involved. Commissioner Crawford said it will show benefits too.

The vote was 2-1, Judge McCabe opposed.

Fairgrounds storage for Christmas in the Pines light project.

The Court discussed with Gail Merritt, Fair Board Chair and Casey Daly, Fairgrounds Manager, the light “Christmas in the Pines” project that was held at the Fairground during the holidays. Commissioner Fahlgren said it was so good and offered so much for the community. The volunteers were commended, they were great. The power bill and the storage for the lighting and the Christmas decorations were discussed. Discussion on the need for some permanent storage was held and options were presented by several in attendance. Right now, everything used in the project is on a flat-bed trailer stored under the awning and out of the weather. Ms. Merritt thanked everyone for coming through the light show at night and for the food and donations collected.

Public Hearing, Ordinance 268, second reading, public hearing, vote: In the matter of the adoption of an Ordinance referring to the voters the question of whether the offices of Crook County Commissioner and Crook County Judge should become nonpartisan beginning with the November 2014 General Election; Referred for the May 2014 Primary Election.

Mr. Wilson explained the purpose of Ordinance 268, and Order 2014-04 following is a referral of the ballot title and ballot summary description. The County Clerk has reviewed the title and summary and has approved both.

Motion

Commissioner Fahlgren moved to read Ordinance 268 by title only. Commissioner Crawford seconded the motion. Judge McCabe read Ordinance 268 by title only. The vote was 3-0, motion carried.

Judge McCabe opened the public hearing on Ordinance 268. There being no comments received, Judge McCabe closed the public hearing.

Motion

Commissioner Fahlgren moved to approve Ordinance 268 as presented. Commissioner Crawford seconded the motion. Judge McCabe reread the title of Ordinance 268. The vote was 3-0, motion carried.

Order 2014-04, In the matter of the referral of a proposed ordinance changing the mode of selection of County Judge and County Commissioners

Motion

Commissioner Fahlgren moved to approve Order 2014-04. Commissioner Crawford seconded the motion. Judge McCabe restated the motion and read the title of the Order 2014-04. The vote was 3-0, motion carried.

The Court discussed that, if approved, this will give the vote for electing Crook County Court members to every registered voter in the County.

Public Hearing and opportunity for comment: Order 2013-27, Amendment 5, DEQ required additions to Crook County Fee Schedule

Due to the early time, 10:08 a.m., and this public hearing noticed for 10:30 a.m., the Court agreed to adjourn into an Executive Session. The Court will reconvene into Open Session by 10:30 to hear this public hearing matter.

Judge McCabe adjourned the Court out of Open Session and into Executive Session under ORS 192.660(2)(h) Legal Consultation.

Executive Session 192.660(2)(h) Legal Consultation

Following discussion with County Counsel and County Court regarding the legal consultation matter, Judge McCabe adjourned the Court out of Executive Session under ORS 192.660(2)(h) Legal Consultation, reconvened the Court back into Open Session and invited the public to return.

Open Session

Eric Blaine presented Order 2013-27, Amendment 5. This order includes a raise in fees on page seven of the Fee Schedule; a fee that is required thorough DEQ for On-Site Septic Systems for a State Surcharge. This is a pass-through fee to the State. The increase is going from \$60.00 to \$100.00, and if the County does not pass these fees on to the public, the County still has to pay the State the total \$100.00 amount.

Judge McCabe opened the public hearing to provide an opportunity for comment.

Darlene Harpster, Prineville, said she is sorry the County has to pay whether collected or not. She believes this is an emphasis by the state to discourage people by hardship not to live out in the country. She discussed the studies and wildlife studies, etc. and the deterrents to people that want to live out in the County. She said it is Agenda 21, it is coming and hopes it is not in our lifetime. She discussed poor families just making it and the increase in costs for them when trying to cover repairs as well as new. She said it is not right that the County has to pay whether collected or not. Agenda 21 is being pushed on us.

Approved February 5, 2014

Jerry Harpster, Prineville, discussed being on a fixed income and have a 40% increased pushed on people. He said it deters jobs and believes this is a bad bill. He thinks it is Agenda 21.

Judge McCabe explained that Crook County fees are cheaper than neighboring counties.

There being no further comments from the audience, Judge McCabe closed the public hearing.

Motion

Commissioner Fahlgren moved to accept Order 2013-27, Amendment 5 as presented. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

Judge McCabe wished everyone a Happy New Year and adjourned the Court out of Open Session and into Executive Session under ORS 192.660(2)(i) , Personnel Reviews.

Executive Session

ORS 192.660(2)(i) Personnel Review

Angie Gilley, Veterans Service Officer

Jeff Wilson, County Counsel

The Court entered into Executive Session under ORS 192.660(2)(i), Personnel Reviews.

Following completion of the two personnel reviews, Judge McCabe adjourned the Court out of Executive Session under ORS 192.660(2)(i) and reconvened the Court back into Open Session.

Open Session

Judge McCabe convened the Court back into open session and invited any public waiting to rejoin the Court in the meeting room.

The Court approved a one-step increase for both Ms. Gilley and Mr. Wilson.

There being no further business or action items before the Court, Judge McCabe adjourned the County Court meeting.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson

Crook County Court Secretary