



MINUTES for December 18, 2024
CROOK COUNTY PLANNING COMMISSION
MEETING

Meeting minutes are not a complete representation of discussions at the meeting. An audio recording is available from Crook County Community Development at plan@crookcountyor.gov or (541) 447-3211.

Chair Warren started the meeting to order at 4:01 p.m.

The meeting was conducted by Zoom, phone, and in-person at the Crook County Annex.

I. Attendance

Commissioners Attending:

In Person	Zoom	Commissioner	Excused Absence	Unexcused Absence
X		Calvin Walter		
		George Ponte		
X		Marlo Dill		
X		Shelby Duncan		
X		Laquita Stec		
X		Les Williamson		
X		Mike Warren		

Staff Attending:

In Person	Zoom	Crook County Staff
x		Will Van Vactor
x		Katie McDonald
x		Hannah Elliott
		Jennifer Orozco

II. Public Comment

None

III. Minutes

None

IV. Other business

Review of applicants to fill vacancy and reappointments.

Senior Planner, Katie McDonald, presented the process and the following:

In 2022 the Board of Commissioners issued 2022-52 which formalized procedure for appointments to boards. One of the requirements is the list of County Committees on the website, which has an application form. The vacancy needs to be advertised for a minimum of 30 days. The open position was posted November 7th, with an application deadline of December 16th. There are three commissioner positions and a pro-tem position that are expiring December 31, 2024. Four applications were received and date stamped prior to December 16, 2024. Of the four positions currently expiring, three commissioners have reapplied. There is a fully open position, position 4. The order is very specific on process.

County Manager, Will Van Vactor, discussed the importance of fair processes for the public. The commissioners up for reappointment need to recuse themselves from the interview process for other candidates, however interviews are not required. He asked Commissioner Dill and Commissioner Duncan to recuse themselves from the discussion of other candidates, as they have applied for reappointment.

Commissioner Dill recused herself and stepped away from the dais.

Commissioner Duncan recused himself and stepped away from the dais.

Chair Warren asked to do roll call.

Commissioners Attending:

In Person	Zoom	Commissioner	Excused Absence	Unexcused Absence
X		Calvin Walter		
		George Ponte		
Recused		Marlo Dill		
Recused		Shelby Duncan		
X		Laquita Stec		
X		Les Williamson		
X		Mike Warren		

Staff Attending:

In Person	Zoom	Crook County Staff
x		Will Van Vactor
x		Katie McDonald
x		Hannah Elliott
		Jennifer Orozco

Van Vactor recommended the Planning Commission go through each position one at a time, starting with open position 4.

The Chair asked if anyone had any questions. None.

Chair Warren started with open position 4, with applicants Monty Kurtz and Shelby Duncan.

The Commissioners discussed the options between the applicants.

Commissioner Walter made a motion to accept Shelby Duncan as position 4.

Commissioner Williamson seconded.

Chair Warren asked for the vote:

Commissioner	Yes	No	Abstain
George Ponte	x		
Les Williamson	x		
Calvin Walter	x		
Laquita Stec	x		
Motion passed 4-0-0			

Commissioners discussed what options they had for filling the pro-tem position.

Van Vactor messaged that they are not obligated to fill any position if they feel they don't have qualified candidates. The Commission may ask Monty Kurtz if he wants to step into the pro-tem position instead of the position he applied for.

Commissioners moved to position 5, with Marlo Dill applying for reappointment.

Commissioners discussed the position.

Commissioner Stec made a motion to recommend the Board of County Commissioners reappoint Marlo Dill as position 5.

Commissioner Walter seconded.

Chair Warren asked for the vote:

Commissioner	Yes	No	Abstain
George Ponte	x		
Les Williamson	x		
Calvin Walter	x		
Laquita Stec	x		
Motion passed 4-0-0			

Commissioners moved to position 6, with George Ponte applying for reappointment.

Commissioners discussed the position.

Commissioner Stec made a motion to recommend the Board of County Commissioners reappoint George Ponte as position 6.

Commissioner Williamson seconded.

Chair Warren asked for the vote:

Commissioner	Yes	No	Abstain
George Ponte	x		

Les Williamson	x		
Calvin Walter	x		
Laquita Stec	x		
Motion passed 4-0-0			

Commissioners moved to the pro-tem position.

Commissioners discussed the position.

Commissioner Williamson made a motion to accept Monty Kurtz into the pro-tem position.

Commissioner Stec seconded.

Chair Warren asked for the vote:

Commissioner	Yes	No	Abstain
George Ponte	x		
Les Williamson	x		
Calvin Walter	x		
Laquita Stec	x		
Motion passed 4-0-0			

Van Vactor let the commissioners know the next step of the process is to take their recommendations for appointment to the Board of County Commissioners to the next meeting on January 8, 2025. He thanked the applicants for applying and appreciates their interest and the whole commissions dedication and hard work.

V. Staff Updates/Planning Commission Comments

Staff went through the upcoming schedule, current planning workload, and updates on various projects.

Commissioner Walter moved to adjourn the meeting.

Commissioner Stec seconded the motion.

Commissioner	Yes	No
Mike Warren	x	
Calvin Walter	x	
Les Williamson	x	
Laquita Stec	x	
Vote carried 4-0		

Meeting adjourned at 4:29 p.m.