

**CROOK COUNTY COURT MINUTES
OF JANUARY 12, 2021 WORK SESSION
Open Portion**

Be It Remembered that the Crook County Court met in a regularly scheduled Work Session on January 12, 2021, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Amy Albert; Paralegal Regina Paul; Health Director Muriel DeLaVergne Brown; Library Director April Witteveen; Road Master Bob O’Neal; Community Development Director Ann Beier; Manager Kim Herber; Administrative Assistant Stephanie Wilson; Project Manager Lori Furlong; Sheriff John Gautney; Clerk Cheryl Seely; Building Official Randy Davis; Human Resource Director Kim Barber and Pat Thompson.

WORK SESSION

The meeting was **called to order at 9:00 a.m.**

Agenda Item #1, Covid-19 Update: Health Director Muriel DeLaVergne Brown presented the Court with a Crook County Covid-19 update. Crook County is continuing to receive one-hundred doses of the Covid-19 vaccine per week. At this time Group 1A is being vaccinated however, it is thought that vaccinations for this group will conclude in two weeks. After vaccinations for Group 1A have concluded school district personnel will be vaccinated. Ms. DeLaVergne Brown and the Oregon Advisory Committee are in the process of determining when those sixty-five and older will be vaccinated. The Oregon Advisory Committee is set to meet today, January 12th and January 14th.

Agenda Item #2, Road Department – Budget and Actuals Presentation: Road Master Bob O’Neal presented the Court with expenditures for the Road Department budget as of November 30, 2020. The Road Department is funded primarily through State STP funding along with grants that are applied for and granted through State and Federal Agencies. As of November 2020, Crook County’s STP funding is down \$375,000 due to less fuel revenue as a result of the pandemic. The Road Department has two grants that are to take place this year or next equaling approximately \$3,000,000, one of the grants is for the overlay of the Ranger Station Road and the other is for the Weigand Road Bridge. These grants will be project specific.

Agenda Item #3, Letter of Intent for ODOT regarding Millican Road: Road Master Bob O’Neal presented the Court with a Letter of Intent regarding the George Millican Road Support of Freight Industry between Crook County, Deschutes County and Oregon Department of Transportation. Mr. O’Neal provided the Court with an overview of the

maintenance required for Millican Road and the requirements that need to be met by semi-trucks, depending on the size of load they are carrying, to travel on Millican Road. After some discussion it was determined that Mr. O'Neal would sign the Letter of Intent on behalf of Crook County.

Agenda Item #4, Fee Update: Project Manager Lori Furlong and Building Official Randy Davis updated the Court on fee increases for Community Development that will take place April 1, 2021. While Community Development did add fees or increase fees in areas where the current fee did not cover the labor provided by members of Community Development, the objective was to increase fees by no more than five percent. Community Development Director Ann Beier explained to the Court the purpose in the fee increase is simply to cover costs incurred by Community Development. Ms. Beier discussed how personnel in Community Development has increased due to demand. This also increases training costs and other fixed costs such as vehicles.

Agenda Item #5, Library Recruitments: Library Director April Witteveen discussed with the Court the fact that over the summer of 2020 two job openings became available, a Teen Services Specialist and a part-time Library Page. Ms. Witteveen updated the Court on the library's checkouts, check ins and holds for Crook County Library patrons from before the library became a curbside/virtual model service to present, stating that while the number of checkouts has decreased by thirty-eight percent, the two latter categories have not significantly been affected. Ms. Witteveen inquired as to the Court's thoughts on the library filling one or both of the vacant positions or if the positions should be left vacant for the time being. It was decided that both positions will remain vacant for the time being but once the library is open to the public both positions will be filled as soon as possible.

EXECUTIVE SESSION

None Scheduled

There being no further business before the Court, the meeting was **adjourned at 10:32 a.m.**

Respectfully submitted,

Amy Albert