

**CROOK COUNTY COURT MINUTES
OF MAY 17, 2023 REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on May 17, 2023, at 9:00 a.m. in the County meeting room located at 320 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 Zoom: Legal Counsels Eric Blaine and John Eisler; Administration Executive Assistant Sarah Puerner; Legal Assistant Lindsay Azevedo; Commander Bill Elliott; Sergeant Mitch Madden; Facilities Director Joe Viola; Library Director Sarah Beeler; Community Development Director Will VanVactor; Assistant Finance Director Christina Haron; Budget Analyst Jamie Berger; Andy Parks; Assessor Jon Soliz; Steve Waring and Kelsey Lucas.

REGULAR SESSION

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

Public Comment: None

Consent Agenda:

1. Approve Minutes
2. Approve PP&L Power General Service Contract for the Justice Center
3. Approve Amendment #6 to Services Contract with STAR Towing
4. Approve Amendment #9 with David Allen for Mediation Services for Family Law Matters
5. Approve Extension to Client Software Support Services Contract with Helion Software, Inc.
6. Approve Amendment 8 to IGA #173132 for the Financing of Community Mental Health, Addiction Treatment, Recover & Prevention, and Problem Gambling Services
7. Approve 2nd Amendment to IGA with Jefferson County for Jail Bed Rental
8. Approve Amendment #1 to PSC with BestCare for Specialty Court D Services
9. Approve Advantage Dental MOU Amendment Requiring Certified Interpreters
10. Janitorial Contract for the Ag Extension Service District
11. Suds n the Bucket Professional Cleaning Services Custodial Agreement
12. Approve Order 2023-23 Appointment to the Prineville Lake Acres Unit I Road District
13. Bex Construction Change Order

MOTION to approve the Consent Agenda as presented. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #14: PUBLIC HEARING: Order and Resolution 2023-22 - An Order and Resolution of Crook County to Jointly Sponsor the Re-Designation of the Prineville/Crook County Enterprise Zone

Requester: Kelsey Lucas

Details: The City of Prineville and Crook County are co-sponsors of an ORS Chapter 285C enterprise zone, which by state law establishes certain tax incentives to qualifying businesses. The enterprise zone must be periodically renewed by application to the Oregon Business Development Department. If approved, the attached Order and Resolution will be combined with a similar resolution adopted by the City, then included in a transmittal to the State.

Judge Crawford opened the Public Hearing. There being no comments received, Judge Crawford closed the Public Hearing.

MOTION to approve Order and Resolution 2023-22 an Order and Resolution of Crook County to Jointly Sponsor the Re-Designation of the Prineville, Crook County Enterprise Zone. Motion seconded. No further discussion. Motion carried 3-0.

Discussion item #15: First Reading of Ordinance 339 – Ordinance Amending Chapter 6.04 of the Crook County Code Regarding Animal Control Definitions, Penalties, Enforcement Authority, and Public Nuisance Animals

Requester: Bill Elliott

Details: The current language of the ordinance is strictly referring to dogs being a nuisance. In the recent past it has come up that other animals can become a nuisance, such as domesticated fowl. This change to the ordinance will in no way change the way that Crook County handles livestock animals.

MOTION to read Ordinance 339 by title only. Motion seconded. No discussion. Motion carried 3-0.

Judge Crawford read by title only and opened the Public Hearing. There being no comments received from the public, Judge Crawford closed the Public Hearing.

Discussion item #16: Order 2023-21 Annexing Property into Crook County Parks & Rec

Requester: John Eisler

Details: Crook County received an Annexation Petition from an authorized representative of Vitesse, LLC, requesting inclusion into the Crook County Parks and Recreation District. Landowners can petition to have their property annexed into a special district. This order would approve the petition for annexation by Vitesse, LLC into CCPRD.

MOTION to approve Order 2023-21 in the matter of approving annexation of real property into the Crook County Parks and Recreation District. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #17: Chip Seal Oil Purchase from Albina Asphalt

Requester: James Staniford

Details: Crook County Road Department is requesting Crook County Commission approval to award bid submittal. This is a new contract and would piggyback with Deschutes County for an oil contract with Albina Asphalt. Total contract amount is \$622,000.

MOTION to authorize James Staniford as Road Superintendent to approve a purchase order with Albina Asphalt for liquid motion asphalt for a total contract amount not to exceed \$622,000 to be signed outside of Court. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #18: Award contract to Aspen Ridge Electric, Inc. for the Courthouse Electrical Service Upgrade

Requester: Joe Viola

Details: The Facilities Department received two proposals for the Courthouse Electrical Service Upgrade and the low bidder was Aspen Ridge Electric at \$45,750. This scope of work will provide needed safety measures and future electrical upgrade potential for the Courthouse. This upgrade will be funded through the Capital Projects fund.

MOTION to award contract to Aspen Ridge Electric, Inc for the Courthouse Electrical Service in the amount of \$45,750. Motion seconded. No discussion. Motion carried 3-0.

MOTION to authorize signing this document outside of court. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #19: Consider authorizing staff to negotiate an agreement for the provision of Enterprise Resource Planning (ERP) software and services with Towncloud

Requester: Christina Haron

Details: Two quotes were received, and staff has evaluated the submittals and believe one vendor best meets the requirements of the County as communicated in the RFQ. The quotes received thus far are less than the allocated ARPA funding of \$300,000. Staff intends to negotiate a contract for the ERP solution sought (general ledger, accounts payable, budget, and grant/program/project management) for a term of up to three years not to exceed \$150,000.

MOTION to consider authorizing staff to negotiate an agreement for the provision of enterprise resource planning software and services with Towncloud not to exceed \$150,000. Motion seconded. No discussion. Motion carried 3-0.

Contract Administrator Report

Staff is overwhelmed and employee turnover is one of the biggest issues the County is facing. An exit interview study has been started to collect data and feedback.

Court Member Update

-Commissioner Brummer: Has a meeting today with Senator Wyden's Office. Attended meetings in Pendleton regarding the 21' rule. Ag Extension Office had their budget meeting last night and received complements on how their budget was laid out.
-Judge Crawford: Has set up a meeting with the Governor and will set up regular meetings going forward. Has been involved in some biomass conversations.
-Commissioner Barney: Continuing to work on the Justice Center and April 2024 is still the target date for completion. Prineville Reservoir is currently full and this has improved agriculture in the county.

At 9:26 a.m. the Court convened into Executive Session under the following statute(s):
ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection and ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

EXECUTIVE SESSION

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

MOTION to direct staff to proceed as directed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

MOTION to authorize the County Administrator to contact candidates and further negotiations as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

There being no further business before the Court, the meeting was **adjourned at 10:06 a.m.**

Respectfully submitted,

Sarah Puerner