

**CROOK COUNTY COURT MINUTES
OF JUNE 21, 2023 REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on June 21, 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 Counsel Eric Blaine; Administration Executive Assistant Sarah Puerner; Budget Analyst Jamie Berger; Manager Kim Herber; Assessor Jon Soliz; Director Sydney Chandler; Assistant Finance Director Christina Haron; District Attorney Kari Hathorn; Library Director Sarah Beeler; Community Development Director Will VanVactor; Andy Parks; Jacquie Davis; Andrea Breault; Gordon Jones; Courtney Voss and Erika Lindberg.

REGULAR SESSION

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

Consent Agenda:

1. Approve Amendment 3 of Contract w/ Multnomah Education Service District for Medicaid Administrative Claims Management
2. Approve Amendment 1 to Contract w/ CCSD for Alcohol and Drug Prevention Funding
3. Approve Amendment 8 to PSA for GIS and Other IT Services w/ City
4. Approve Amendment 5 to IGA w/ City for GIS Support w/ OEM's Public Safety Answer Point
5. Approve IGA Between Crook and Jefferson for Shared Services Provided by a Nurse Practitioner
6. Approve Amendment #5 to Community Mental Health Program Services Agreement with BestCare
7. OSU Extension Technology IGA
8. Communication from Oregon Health Authority regarding the Crook County Single Audit for Fiscal Year 2021 - no finding
9. Appointment of Sean Briscoe as Interim Museum Director
10. Promotion of Katie McDonald to Senior Planner
11. Promotion of Robert George to Fleet Superintendent
12. Clock tower repair bid for County Court approval
13. Education reimbursement request for Jamie Berger
14. Six-month extension to current IGA for management of the Airport with the City
15. Contract for Chief Information Officer (CIO) Advisory Services
16. Requesting Court approval to renew existing service agreements due July 1

17. Order 2023-36 – Closing the Crook County Agriculture Extension Service District Building Maintenance Reserve Fund and Crook County Agriculture Extension Service Vehicle Reserve CROOK COUNTY COURT AGENDA Wednesday, June 21, 2023 at 9:00 am Page 1 Fund and consolidating the accounting into the Crook County Agriculture Extension Service District Fund
18. Order 2023-37 – Closing the Crook County Historical Building Reserve Fund and consolidating the accounting into the Crook County Historical Museum Fund
19. Approve Repairs to HVAC at Redemption House - Parole and Probation
20. Crook County Solid Waste Application for a Disposal Fee Credit

Requested changes: Requested to have item #3 removed from the consent agenda. This item is going through additional revisions and will be brought back to the Court at a later date.

MOTION to approve the Consent Agenda with the removal of item #3. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #21: Crook County 2023-2025 STIF Agreement for Review:

Requester: Andrea Breault, Cascades East Transit Transportation Director

Details: Andrea Breault attended the Regular session to discuss with the Court a 2023-2025 STIF agreement for review. STIF is a State-Wide Transportation Improvement Program, which is an employee payroll tax that provides funds to the counties for public transit. These funds in the past have created three van pools in the City of Prineville, have provided 250 rides for Veterans in the area, Route 126 (Prineville to Redmond five days a week), and Prineville Dial-a-Ride about 400 rides per month. In addition, Ms. Breault stated that they will be aiming to increase routes once more drivers have been secured.

MOTION to approve the 2023-2025 Crook County Service Agreement for STIF funding. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #22: PUBLIC HEARING - FY 23-24 Crook County Ag Extension Service District Budget:

Requester: Kim Herber

Details: Kim Herber, Ag Extension Manager, attended the Regular Session to present to the Court the Crook County Ag Extension Service District Budget. The Crook County Ag Extension Service District met with the Ag Extension Budget Committee to present the budget for approval on May 16, 2023. The Crook County Ag Extension Service District Budget Committee approved the presented budget at the budget meeting and now are looking for Court approval for adoption.

Judge Crawford opened the public hearing. With no public comments received, the public hearing was closed.

MOTION to approve the FY 23-24 Crook County Ag Extension Service District Budget as presented. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #23: PUBLIC HEARING - Order 2023-30 Ordering the fees to be collected by Crook County for fiscal year 2023-2024:

Requester: Jamie Berger

Details: Jamie Berger, Budget Analyst, attended the Regular Session to discuss with the Court order #2023-30 ordering the fees to be collected by Crook County for fiscal year 2023-2024, beginning July 1, 2023, for performing services, and to establish a uniform fee schedule.

Judge Crawford opened the public hearing. With no public comments received, the public hearing was closed.

MOTION to approve Order 2023-30 Ordering the fees to be collected by Crook County for fiscal year 2023-2024. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #24: PUBLIC HEARING - Requested fee increase greater than the CPI by Republic Services:

Details: Courtney Voss and Erika Lindberg from Republic Services attended the Regular Session to discuss with the Court a requested fee increase greater than the CPI. A PowerPoint presentation was provided as an overview and to summarize the request.

Commissioner Barney raised the concern regarding complaints received on behalf of Republic and their services to the community. Some of the complaints that the Court has received are due to quality of service and lack of service. Commissioner Barney stated that these are two areas that Republic can control and can improve on tremendously.

Republic Services is going to provide quarterly updates to the Court moving forward and will continue to identify opportunities to be present in the community and to shorten response times with client calls and to increase their customer support.

Judge Crawford opened the public hearing. With no public comments received, the public hearing was closed.

MOTION to approve the increase greater than the CPI by Republic Services. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #25: Order 2023-32 A Resolution Adopting a Supplemental Budget for Fiscal Year 2022-23:

Requester: Jamie Berger

Details: Jamie Berger, Budget Analyst, attended the Regular Session to discuss with the Court order #2023-32 A Resolution Adopting a Supplemental Budget for Fiscal Year 2022-23. This resolution proposes a supplemental budget for Crook County to accept revenue, change related appropriations, authorize appropriation transfer, and adjust expenditure budget appropriations for County funds for Fiscal Year 2022-23.

MOTION to approve Order 2023-32 A Resolution Adopting a Supplemental Budget for Fiscal Year 2022-23. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #26: Order 2023-33 A Budget Resolution Transfer for Fiscal Year 2022-23:

Requester: Jamie Berger

Details: Jamie Berger, Budget Analyst, attended the Regular Session to discuss with the Court order #2023-33 A Budget Resolution Transfer for Fiscal Year 2022-23. This resolution proposes authorization for appropriation transfer for the Crook County Historical Museum for Fiscal Year 2022-23.

MOTION to approve Order 2023-33 A Budget Resolution Transfer for Fiscal Year 2022-23. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #27: Order 2023-35 - Delegating contract signing authority to one commissioner (Judge Crawford is named, but any one commissioner can serve) to sign contracts, grants, and agreements on behalf of the County, regardless of dollar value, between June 21 and June 30, 2023:

Details: As the end of the County's fiscal year approaches, the County may receive a contract, grant, or other agreement which should be executed by the County before June 30, or before the next regular meeting of the County Court on July 5. In the event that scheduling a special meeting of the County Court is not feasible, Order 2023-35, if adopted, would delegate contracting authority to one commissioner to sign such documents on behalf of the County. This delegation would supersede the normal limitations of contracting authority and grant approval contained in the County Code.

MOTION to approve Order 2023-35 as modified as discussed in the County Court meeting today and to be signed outside of Court. Motion seconded. No discussion. Motion carried 3-0.

Contract Administrator Report

Requester: Andy Parks

- Library Board Appointments – Administration received 12 applications within the timeframe of advertisement. Members of the Library committee met in Executive Session and provided recommendations to the Court for board appointments without interviewing candidates. County Court is interested in conducting interviews with all of the applicants and will move forward with an interview process before appointing members to the committee.

Court Member Updates: None

There being no further business before the Court, the meeting was **adjourned at 9:55 a.m.**

Respectfully submitted,

Sarah Puerner