

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES
OF SEPTEMBER 25, 2024, WORK SESSION
Open Portion**

Be It Remembered that the Crook County Board of Commissioners met in a regularly scheduled Work Session on September 25, 2024, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Board Members Present: Commissioner Seth Crawford, Commissioner Brian Barney, and Commissioner Susan Hermreck

Absentees: None

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Executive Administrative Assistant Sarah Puerner; Interim County Manager Will Van Vactor; Administrative Assistant Breyanna Cupp; Legal Assistant Alex Solterbeck; Road Superintendent Brad Haynes; Airport Manager Kelly Coffelt; Finance Director Christina Haron; Landfill Manager Jacquie Davis; Lieutenant Aaron Boyce; Lieutenant Mitch Madden; Building Official Randy Davis; Administrative Assistant Haley Crow; Natural Resources Manager Tim Deboodt; Health and Human Services Director Katie Plumb; Ag Extension Manager Rebecca Keegan; Assessor Jon Soliz; Systems Administrator Chelsea Watson; Library Director Sarah Beeler; Chief Information Officer Stephen Chellis; Budget Manager Jamie Berger; District Attorney Kari Hathorn; Assessment Technician Linda Pepper; Appraiser Stephanie West; Assessment Technician Elsie Ray; Administrative Assistant Allison Hildebrand; Duane Porter; Mike Ervin; and members of the public.

WORK SESSION

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

Public Comment:

Mike Ervin expressed that the program Mandi Puckett is discussing today is valuable, and he believes it deserves everyone's support.

Discussion item #1: Requesting a letter of support from the Board of Commissioners:

Requester: Mandi Puckett

Details: High Desert Christian Academy Community Relations Director Mandi Puckett attended the Work Session to request a letter of support from the Board of Commissioners for an Educational Campus initiative. She presented the vision for an Educational Campus Hub that would provide childcare and early education, K-12 dual enrollment, career and trades training, transportation, and family educational services. Mandi shared the goals, mission, vision, and growing community support for the project, aimed at revitalizing the old hospital to create a new educational center for Crook County. In light of potential interest in this proposal, the Commissioners invited Mandi to present at the next Regular Session, where more community members can attend and hear about the project firsthand.

Discussion item #2: Signature for the HB 4002 BHD grant:

Requester: Aaron Boyce

Details: Aaron Boyce attended the Work Session to request a signature for the BDH grant. Crook County has been awarded a \$150,000 grant from the Oregon Criminal Justice Commission to establish a Drug Deflection Program, developed as part of HB 4002 for the re-criminalization of certain drug offenses. This program is fully funded by the grant and will not impact the county budget. This item will be placed on the consent agenda for final approval on October 2nd.

Discussion item #3: Franchise Agreement with Republic:

Requester: John Eisler

Details: Assistant County Counsel John Eisler attended the Work Session to discuss the solid waste franchise agreement with Republic Services. Both the County and City have franchise agreements with Republic Services, with the County's agreement established under Ordinance 161 in 2005. Additionally, the County has a separate agreement with Republic for the Paulina Transfer Station, which both parties are interested in amending. The discussion included the possibility of negotiating a new franchise agreement with Republic Services that could align more closely with agreements of other regional governments. Jacquie Davis noted that there have been some issues at the Paulina Transfer Station, and several elements—such as recycling services, a credit-back program, service to specific roads, and a drop-off trash site—will likely need to be included in the revised agreement. For long-term benefit, initiating the process for a new franchise agreement is recommended.

Discussion item #4: Kirby Nagelhout Changer Order #250:

Requester: John Eisler

Details: Assistant County Counsel John Eisler attended the Work Session to update the Board of Commissioners on a change order related to the Justice Center project. Construction of the new Justice Center is nearing completion, and the County recently acquired two adjacent parcels for additional parking. With the second parcel acquisition finalized, plans are moving forward to begin demolition and prepare the site for parking development. Change Order #250 covers hazardous material abatement, demolition, site preparation, surveying, and construction of the new parking lot, including curbs, sidewalks, lighting poles, and a planter wall.

MOTION to approve change order #250 with Kirby Nagelhout Construction Company in the amount of \$394,557.00. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #5: Airport - Services during construction contract / Precision Approach Engineering Inc. Phase II Runway reconstruction project:

Requester: Kelly Coffelt

Details: Airport Manager Kelly Coffelt attended the Work Session to discuss FAA-required construction management services for FAA/AIP-funded projects. Under a master contract, Precision Approach Engineering (PAE) has been selected as the County's airport consultant. This specific contract pertains to Phase II of the runway reconstruction, covering essential services throughout the construction phase. These services include project scheduling, contractor and FAA coordination, reporting, on-site quality control, testing, and management. The consultant fees for this contract total

\$586,750, with FAA approval confirmed through an independent fee estimate. The project is funded by a \$4,025,270 FAA grant and a \$250,000 state grant. This item will be placed on the consent agenda for final approval on October 2nd.

Discussion item #6: Consideration of County process for prosecution of dog-as-a-public nuisance violations; options and disadvantages:

Requester: Eric Blaine

Details: County Counsel Eric Blaine attended the Work Session to address issues related to dog-related public nuisance violations and the available options for enforcement, along with potential disadvantages of each approach. He presented a memo outlining the County's current application of the animal control ordinance, which has been in effect since summer 2023, and provided an analysis of alternative strategies for managing these cases. Each option presented carries certain drawbacks, ranging from enforcement challenges to fiscal impacts. Lieutenant Mitch Madden expressed interest in reviewing these options thoroughly to identify a practical path forward for resolution. The primary fiscal consideration is the potential opportunity cost, as addressing dog-related nuisances may require reallocating resources from other County functions. The Board plans to revisit this topic and explore potential resolutions at a future Work Session.

Discussion item #7: Review 2024-2026 update to County's equal employment opportunity plan (EEOP), for consideration of adoption at future meeting:

Requester: Eric Blaine

Details: County Counsel Eric Blaine attended the Work Session to discuss updates to the County's Equal Employment Opportunity Plan (EEOP), required by some federal and state grants. The EEOP aims to ensure equitable workforce participation for all, analyzing labor market data and employment practices to identify barriers for women and minorities. The current EEOP, covering October 2022 to September 2024, is due for renewal. Order 2024-43 proposes a new biennial plan with workforce analysis, which aligns with current County policy and does not require additional expenses. Failure to maintain an updated EEOP could impact the County's eligibility for current and future grants. This item will be revisited at the October 2nd Regular Session.

Discussion item #8: Letter to Oregon State University regarding OSU Extension in Crook County:

Requester: Will Van Vactor

Details: Interim County Manager Will Van Vactor attended the Work Session to present a letter to Nicole Strong at OSU Extension regarding the operations of the Crook County Extension Program. The letter acknowledges discussions from Nicole Strong's presentation on April 17, 2024, where she proposed adjustments to the program's day-to-day management structure. After careful review, the Board of Commissioners has decided to maintain the current operational structure, keeping the OSU Extension office under the oversight and administration of Crook County. The commissioners emphasized their commitment to supporting the Extension's initiatives and ensuring seamless program continuity for the benefit of the community. This decision aligns with the County's dedication to sustaining valuable partnerships and resources that enhance local agriculture, education, and community development services.

MOTION to sign the letter to OSU Extension Regional Director Nicole Strong today. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #9: Community Development Monthly Update:

Requester: Katrina Weitman

Details: Building Official Randy Davis attended the Work Session to provide an update on Community Development services, including permit and application activity for August. The department issued a total of 188 permits, comprising 13 residential dwellings, 47 commercial permits, and 109 residential permits for plumbing, electrical, or mechanical work. August also saw 193 active dwelling permits, 714 other residential permits, and 270 commercial permits. Daily inspections for the month totaled 976. In Planning, 45 applications were received in August, marking an increase from the 21 received in the same month last year. The Planning Commission's schedule is fully booked through February 2025. Major projects like the Justice Center and the "H" Occupancy building at the Prineville Campus are nearing completion. Onsite permit activity has decreased compared to this time last year. Code Compliance opened five new cases, closed five, and currently manages approximately 60 open cases and complaints.

Interim Manager Report:

Will Van Vactor reported that the Compensation Review Committee, established by the Board of Commissioners, has reconvened and is making steady progress in reviewing flagged positions efficiently. The goal is to complete these initial reviews, after which the committee will meet only on an as-needed basis.

Commissioner Updates:

Commissioner Hermreck reported on a letter concerning the National Old Growth Amendment. When this amendment was initially developed, counties were excluded from participation. The letter requests that counties be included, allowing for local-level involvement, particularly in areas like Mill Creek and other locations on which the county has previously provided input. She requested approval for signatures to be added to the letter in support of this inclusion.

MOTION to sign the Land Management Plan Direction for Old Growth Forest Conditions today and to send it promptly. Motion seconded. No discussion. Motion carried 3-0.

Commissioner Barney announced that the ribbon-cutting for the Justice Center will take place this Friday. Commissioner Hermreck noted that the newspaper featured a front-page article on the event, along with publishing our well-designed flyer. Photos of the building from various locations and perspectives are scheduled to be taken today and tomorrow.

At 10:38 a.m. the Board of Commissioners read into Executive Session under the following statute(s): ORS 192.660(2)(d) To conduct deliberations with persons

designated by the governing body to carry on labor negotiations; 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 Board of Commissioners 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.

Commissioner Barney received an updated contract related to the basement project discussed earlier in the meeting. The revised contract total is now \$403,000, up from the initial \$394,000, reflecting additional work required for the basement and expanded civil work. The task order remains the same, with adjustments made to accommodate these changes.

AMENDED MOTION to delegate authority to Commissioner Barney to review the updated change order and if it's satisfactory to approve it. Motion seconded. No discussion. Motion carried 3-0.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 11:13 a.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp