

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES
OF JUNE 11, 2025, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Board of Commissioners met in a Regular Court meeting on June 11, 2025, at 9:00 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754.

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

Absentees: None

Others Present in Person or Via Zoom: County Counsel Eric Blaine; County Manager Will Van Vactor; Executive Assistant and Communications Officer Sarah Puerner; Executive Assistant Breyanna Cupp; Community Development Director John Eisler; Facilities Director James Preuss; Office Manager Rebecca Keegan; District Attorney Kari Hathorn; Administrative Manager Kassandra Garrison; Finance Director Christina Haron; Budget Manager Jamie Berger; Executive Director Sean Briscoe; Administrative Assistant Mona Glade; Associate Planner Hannah Elliott; Assessment Technician Elsie Ray; Assessor Jon Soliz; Legal Assistant Alex Solterbeck; Natural Resources Manager Tim Deboodt; Undersheriff Bill Elliot; Administrative Division Manager Stephanie Wilson; Human Resources; Senior Health Programs Coordinator Alex Greenberg; Linda Pepper; Appraiser Stephanie West; Senior Planner Katie McDonald; Sheriff John Gautney; Health and Human Services Director Katie Plumb; HR Director Meghan McKee; Triangle; Gage Lindsey; Sheri Cleveland; JC; Kelsea Luebers; Executive Director of Tourism-Explore Prineville Kim Molnar; Chamber of Commerce Operations Manager Deb Shaw; Kirk Giovanini; Tawndy Byrd; Steve Holliday; Monty Kurtz; Sue Bureve; Wendy Woodley; Gail Staniford; Shaun Bunson; Haley Crow; and member of the public.

REGULAR SESSION

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

Public Comment: None

Additions/Removals: None

Consent Agenda:

1. End of public comment period for Title III expenditures approved on April 2, 2025.

MOTION to accept consent agenda as presented. Motion seconded by Commissioner Crawford. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #2: Crooked River Roundup Funding Request:

Requester: Steve Holliday

Details: Steve Holliday attended the Regular Session to ask the Board of Commissioners for community funds to help with the Crooked River Roundup. Steve asked for these funds to fill the gap in the cost associated with rent fees of the fairgrounds. The request from the Crooked River Roundup was in the amount of \$4000.00.

MOTION to donate \$2500.00 to the Crooked River Roundup out of TRT grant Funds. Motion seconded by Commissioner Hermreck. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #3: Crook County Chamber of Commerce Quarterly Report:

Requester: Deb Shaw

Details: Executive Director Kim Molnar and Operations Manager Deb Shaw attended the Regular Session to provide an update to the board about the Chamber of Commerce quarterly report. Kim presented stats on events, goals met, and overall success of the chamber. Deb Shaw provided an overview of membership health, event growth, and marketing outreach & engagement. Successes for 2025-2025 are visitor center, 64 successful events, addition of two new events, 50% renewal rate, and 56 new members.

Discussion item #4: Approval of Amended Agreement Between District Attorney's Office and State for Child Support Services:

Requester: Kassandra Garrison

Details: District Attorney Kari Hathorn and Operations Manager Kassandra Garrison attended the Regular Session to seek the board's approval for an amended agreement regarding child support services. The Cooperative Agreement updates CFR references to accurately reflect changes made by the Office of Child Support Services. The amendments include replacing references to 45 CFR § 75 with 2 CFR § 200, which increases thresholds for various categories, allows carryovers, and raises the minimis rate. Additionally, the terminology "enforcement" is being updated to "service," and contact information and email addresses have been updated.

MOTION for approval of the amended agreement between District Attorney's office and state for the child support services and suggest at this time that we as commissioners go ahead and sign it. Motion seconded by Commissioner Crawford. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #5: Treasurer's Report for May 2025:

Requester: Christina Haron

Details: Finance Director Christina Haron attended the Regular Session to present the Treasurer's report to the public and the board. The attached report for May 2025 includes the following details: the cash on hand in the custody of the county treasurer, the banks where the funds are deposited along with the deposit amounts for each bank, the security provided by each bank to cover these deposits, and the interest rates paid on

those deposits. Additionally, the report includes a statement of the county's outstanding warrant indebtedness and the date up to which the county's warrant indebtedness has been redeemed.

Discussion item #6: Public Budget Hearing - Order 2025-17 Adopting the Crook County Agricultural Extension Service District budget for fiscal year 2025-2026:

Requester: Rebecca Keegan

Details: OSU Ag Extension Office Manager Rebecca Keegan attended the Regular Session to request the board of commissioners adopt the Ag Extension Service District budget. The Budget Committee for the Ag Extension met on May 20, 2025, to discuss the budget for FY25-26. Rebecca clarified that a scribner's error in the FY20 budget document, which was discussed during the Ag Extension budget meeting, is not part of the current budget cycle. She assured the board that the error in the previously reviewed budget document does not affect the budget they are being asked to approve today.

Opened Public Hearing. No comments. Closed Public Hearing.

MOTION that the Board of Commissioners of Crook County, Oregon, approve order 2025-17 adopting the budget the Crook County Agricultural Extension Service District for the 2026 fiscal year beginning July 1, 2025, Crook County Agricultural Extension Service District Budget Committee in the amount of \$913,300 and adopting taxes for the Crook County Agricultural extension service district for the 2026 fiscal year beginning July 1, 2025, in the amount of .1207 per \$1000.00 of assessed value for the permanent rate tax levy. Motion seconded by Commissioner Hermreck. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #7: Public Budget Hearing - Order 2025-18 Adopting the Crook County fiscal year 2026 budget:

Requester: Jamie Berger

Details: County Manager Will Van Vactor attended the Regular Session to provide information on adopting the Crook County budget for fiscal year 2026, which will take effect on July 1, 2025. He gave an overview of the budget amounts and the necessary actions for the Board of Commissioners to adopt the budget, including making appropriations and imposing and categorizing ad valorem taxes. Will emphasized that without the adoption of the budget, there would be no spending authority on July 1st.

Opened Public Hearing. Kirk Giovanni asked why the amount was so high for the district attorney's office. Budget Manager Jamie Berger provided an overview of what the DA budget consists of. Kirk commented that the Road Department is 7.5 million and the DA is 3.5 million and wanted to note that. Closed Public Hearing.

MOTION that the Board of Commissioners of Crook County, Oregon approve Order 2025-18 adopting the budget for the 2026 fiscal year beginning July 1st, 2025, as approved by the budget committee in the amount of \$132,182,000.00 and adopting property taxes for the 2026 fiscal year beginning July 1st, 2025 in the amount of \$3.8702 per \$1000.00 of assessed value for the permanent rate tax levy and in the amount of

\$673,000.00 for the general obligation bond levy. Motion seconded by Commissioner Crawford. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #8: Public Budget Hearing - Order 2025-19 Adopting the Crook County Historical Museum Fund budget for fiscal year 2026:

Requester: Jamie Berger

Details: County Manager Will Van Vactor attended the Regular Session to request the board of commissioners to adopt the Crook County Historical Museum fund budget for fiscal year 2026. County Board of Commissioners adoption of Crook County Historical Museum budget for fiscal year 2026, beginning July 1, 2025, making appropriations, and imposing and categorizing ad valorem taxes.

Opened Public Hearing. No comments. Closed Public Hearing.

MOTION that the Board of Commissioners of Crook County, Oregon approve Order 2025-19 adopting the budget for the Crook County Historical Fund for the operations of the Bowman Museum for the 2026 fiscal year beginning July 1, 2025, as approved by the budget committee in the amount of \$827,000.00 and adopting property taxes for the Crook County Historical Fund for the operations of the Bowman Museum for the 2026 fiscal year beginning July 1, 2025 in the amount of \$0.0600 per \$1000.00 of assessed value for the local options tax levy. Motion seconded by Commissioner Hermreck. No discussion. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #9: Changes to the Bowman Museum Operational Hours:

Requester: Sean Briscoe

Details: Executive Director Sean Briscoe attended the Regular Session to discuss proposed changes to the museum's operational hours. Currently, the museum follows two seasonal schedules: Winter Hours (Tuesday through Saturday, from September 1 to May 26) and Summer Hours (Monday through Saturday, from May 26 to September 1). Sean proposed keeping the Tuesday through Saturday schedule year-round due to staffing considerations and providing consistency for visitors. The commissioners agreed with the proposal, and no formal action was taken, as this was considered an operational decision.

Discussion item #10: Courthouse Tree Removal:

Requester: James Preuss

Details: Facilities Director James Preuss attended the Regular Session to request the board of commissioners' approval to remove six trees surrounding the courthouse. The trees are leaning away from the building and exerting pressure on its foundation due to their roots, creating a potential risk of falling, especially during wet conditions. Removing the trees will help prevent structural issues and improve the visibility of Crook County's iconic courthouse. One bid has been received for the project, with a cost of \$5,100. Although this was not specifically included in the current fiscal year's budget, it is considered necessary to maintain maintenance. Sean Briscoe mentioned that he had

discussions with the historical society about the tree removal and they are in support of the removal to preserve the courthouse.

MOTION to remove the six trees and award the contract to Lindsey Land & Tree in the sum of \$5100.00. Motion seconded by Commissioner Crawford. Seth Crawford mentioned that the historical society is in favor of tree removal. Sean Briscoe commented that the trees are a danger to the courthouse, and the trees take away from the integrity of the building. Commissioner Hermreck votes Aye, Commissioner Crawford votes Aye, Commissioner Barney votes Aye. Motion carried 3-0.

Discussion item #11: Order 2025-20 In the matter of appointments to the Planning Commission:

Requester: John Eisler

Details: Community Development Director John Eisler attended the Regular Session to request the board's approval of the Planning Commission's recommendations for appointments. This followed the Board of Commissioners' direction to the Planning Commission to reconsider the pro tem position and the resignation of Calvin Walters from the Planning Commission in March. To fill these vacancies, the County advertised the open positions. The Planning Commission conducted interviews with the candidates and based on these interviews, made recommendations for appointments. These recommendations are detailed in the enclosed memo and Order 2025-20, which was presented to the board for approval.

Kirk Giovanini introduced himself as a lifelong Prineville resident raising children in the local school district. He stated that meaningful change requires active involvement and expressed his desire to participate rather than be a bystander. Kirk noted his interest in helping the community, representing common-sense perspectives, and ensuring that new residents understand Crook County's values and character.

Monty Kurtz introduced himself as a Powell Butte resident and expressed appreciation for the opportunity to serve. He shared his enthusiasm for representing the community, learning from fellow Planning Commission members, and contributing through public service.

Gail Staniford spoke about the importance of the Planning Commission in shaping Crook County's future while preserving its history, culture, and identity. She emphasized the value of local knowledge and voiced her support for the appointment of Nicole Ontko, noting Nicole's understanding of the county, broader experience, and commitment to raising her family locally.

MOTION to approve Order 2025-20. Motion seconded by Commissioner Barney. No Discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye, Commissioner Crawford votes Nae, Motion carried 2-1.

Manager Report:

Will VanVactor mentioned that a survey is currently available online regarding the services provided by Crook County, specifically from the administration department. The survey will close next week to allow time for the data to be incorporated into documentation. Additionally, at the last regular session, Commissioner Crawford requested a workflow to address the use of video for boards and committees, ensuring the use of Zoom for meetings, recording them, and uploading the videos. The workflow is nearly complete, with plans for a soft rollout in July.

Commissioner Updates:

Commissioner Hermreck stated that the fees for the high school rodeo were previously approved, but two days—June 13th and 14th—were not included in the prior board approval. Commissioner Hermreck is asked the board to approve these additional two days.

MOTION to pay \$1,242.00 out of the community benefit fund for high school rodeo. Motion seconded by Commissioner Crawford. No Discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye, Commissioner Crawford votes Aye, Motion carried 3-0.

Commissioner Hermreck notified the board that Eastside Church requested to hold a prayer time on the first day of the rodeo, June 27th, from 11 a.m. to 2 p.m.

Brian Barney- None

Seth Crawford- None

Will VanVactor raised a question regarding an invoice associated with the Juniper Canyon clean-up conducted by Seth, specifically addressing a charge for a dead animal fee. He requested clarification from the Board on how they would like this fee to be handled for payment.

Public Comment:

Mike Ervin congratulated the individuals appointed to the Planning Commission and specifically spoke positively about Nicole. He suggested that commissioners state their last names before voting on motions. Mike also commented on his dislike of the blue fountain in front of the courthouse and expressed a desire for the Chamber of Commerce to support the broader community, including non-members.

MOTION to adjourn. Motion seconded by Commissioner Crawford. No Discussion. Commissioner Hermreck votes Aye, Commissioner Barney votes Aye, Commissioner Crawford votes Aye, Motion carried 3-0.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 1031AM.**

Respectfully submitted,

Breyanna Cupp, Executive Assistant