

**CROOK COUNTY COURT MINUTES  
OF NOVEMBER 8, 2023, WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on November 8, 2023, 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 and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Administrative Executive Assistant Sarah Puerner; Clerk Cheryl Seely; Office Manager Alex Solterbeck; Assessor Jon Soliz; Contract County Administrator Andy Parks; Finance Director Christina Haron; Library Director Sarah Beeler; Accounts Payable Accountant Laura Fladung; Appraiser Karen Bushnell; Extension Manager Kim Herber; Health and Human Services Director Katie Plumb; Sheriff John Gautney; Shannon Alleman; and Assessment Technician Stephanie West.

**WORK SESSION**

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

**Public Comment:** None

**Discussion Item #1: 2023-2025 IGA for the Financing of Local Public Health Services in Crook County Agreement #180007-3:**

**Requester:** Katie Plumb

**Details:** Health and Human Services Director Katie Plumb attended the Work Session to discuss an Intergovernmental Agreement (IGA) for the financing of local public health services in Crook County with the Court. This IGA is one of many periodic contract amendments that update program-level funding. The specific amendment discussed reallocates ARPA Workforce funds (PE51-03) rolled over from FY23, with an awarded amount of \$10,656 for fiscal year 2024. This item is scheduled to be placed on the consent agenda for the December 6th meeting.

**Discussion Item #2: Justice Center Workstation Purchase Orders:**

**Requester:** John Eisler

**Details:** Assistant County Counsel John Eisler attended the Work Session to discuss purchase orders for Justice Center workstations with the Court. The County previously issued an RFP and has decided to move forward with two vendors. The purchase orders include workstation furniture for both County and State offices in the new Justice Center, with a total cost of \$280,576. Action is needed today to proceed due to upcoming deadlines.

**MOTION** to approve the Justice Center workstation purchase orders as they are presented in today's agenda packet. Motion seconded. No discussion. Motion carried 2-0.

**Discussion Item #3: Airport Hangar Transfer Documents from Cooper to Buddy's Hangars:**

**Requester:** John Eisler

**Details:** Assistant County Counsel John Eisler attended the Work Session to discuss airport hangar transfer documents with the Court. This transfer is part of the numerous hangar leases managed by the County at the Airport. In this instance, Cooper is selling the hangar to Buddy's Hangars. The new lease rate for Buddy's Hangars will be \$10,697.48 per year. Immediate action is required to proceed due to approaching deadlines.

**MOTION** to approve the lease transfer documents as presented in today's agenda packet. Motion seconded. No discussion. Motion carried 2-0.

**Administrator Report:**

Andy Parks has a meeting tomorrow with the City and the Parks and Recreation District about camping. The EDCO board meeting is tomorrow. Steve Forester will provide a presentation on the Airport as Kelly is not available for the meeting. The next two work sessions will have Department presentations and quarterly reviews of the fiscal year.

**Court Member Updates:**

Judge Crawford will be out of the country for three weeks. Question on if the County needs to delegate authority to an individual while he is away. Sheriff Gautney mentioned that this situation is spoken about in the emergency operation plan that the County has adopted. Sheriff Gautney will provide that information to the Court members.

At 9:15 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(h) Consulting with Counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

## **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.

There being no further business before the Court, the meeting was **adjourned at 9:34 a.m.**

Respectfully submitted,

**Sarah Puerner**