

**CROOK COUNTY COURT MINUTES
OF JANUARY 17, 2024, REGULAR MEETING
Open Portion**

Be It Remembered that the Crook County Court met in a Regular Court meeting on January 17, 2024, 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 Susan Hermreck, and Commissioner Brian Barney

Absentees:

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Executive Administrative Assistant Sarah Puerner; Finance Director Christina Haron; Extension Manager Kim Herber; Airport Manager Kelly Coffelt; Fairgrounds Manager Casey Daly; Health and Human Services Director Katie Plumb; Community Development Director Will Van Vactor; Library Director Sarah Beeler; Under Sheriff Bill Elliott; District Attorney Kari Hathorn; Sheriff John Gautney; Contract County Administrator Andy Parks; Administrative Assistant Mona Glade; Veteran Service Officer Tom Evans; Office Assistant Rebecca Keegan; Landfill Manager Jacquie Davis; Office Manager Alexandria Solterbeck; Assessment Technician Linda Pepper; Senior Appraiser Karen Bushnell; Chris Gannon; Mike Thomas; Amber Blanchard; Monty Kurtz; Garth Finley; Mike Warren; and members of the public.

REGULAR SESSION

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

Public Comment:

Mike Ervin would like the Court to consider having public comment at the end of future meetings.

Additions/Removals: None

Consent Agenda:

1. Approve Minutes
2. Order 2024-03 - Policy Adoption - Suspicious Packages on County Property, Employee Protocol
3. Order 2024-08 In the matter of the appointment to the Hahlen Special Road District
4. 10th Amendment to Community Mental Health Funding Agreement, regarding funding change
5. Transfer of Ownership / Bill of Sale
6. Draft Budget Calendar
7. Review Amendment 6 to Public Safety Answer Point mapping agreement with City of Prineville

8. Crook County Mental Health Promotion & Prevention subcontract with Deschutes County Amendment 3
9. Landfill Solid Waste Management Plan Consultant Contract
10. Recognition of Previous Experience for Accrued Leave Purposes
11. Crook County letter to DEQ regarding elevated levels of manganese in local groundwater

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

Discussion item #12: Presentation to Court Regarding Ballot Measure 110 reforms:

Requester: Kari Hathorn/John Gautney

Details: District Attorney Kari Hathorn and Under Sheriff Bill Elliott were present at the Regular Session to deliver a presentation to the Court regarding recent legislative updates on Oregon drug laws. These legislative changes will have significant implications for Crook County. Of particular concern are discussions surrounding fentanyl exposure among juveniles and the available treatment options for juveniles. Additionally, there has been a noticeable rise in mental health issues, particularly among the elderly population, as evidenced by increased admissions to hospitals. Kari Hathorn is actively engaged with the Oregon DA Association Board, while Sheriff Gautney collaborates with OSSA; both entities have jointly proposed recommendations to the legislature. It is imperative that the Measure 110 Reform encompasses provisions for treatment options, funding for community corrections, mandatory treatment, and diversion of conditional discharge. Moreover, the Department of Corrections will likely need to allocate additional funds to facilitate staffing adjustments for this reform. The implementation of deflection programs poses significant challenges for rural communities. For Class C misdemeanors, individuals are required to undergo assessment at a sobering facility or detox center before facing charges. The District Attorney and Sheriff urge the Court to draft a letter to the legislature advocating against the imposition of these deflection programs. Instead, they emphasize the importance of funding treatment initiatives, supervised probation (community corrections), and prioritizing community and youth safety.

Discussion item #13: Approval and signature for DBE (Disadvantages Business Enterprises) program and goal development:

Requester: Kelly Coffelt

Details: Kelly Coffelt, the Airport Manager, was present at the Regular Session seeking approval from the Court for the development of the DBE program and its associated goals. The Department of Transportation's DBE (Disadvantaged Business Enterprise) program aims to address persistent discrimination and the enduring impacts of past discrimination in various federally assisted transportation contracting markets, including highways, transit, airports, highway safety, financial assistance, and transportation. The core objective of the DBE program is to promote fairness by granting small businesses owned and operated by individuals facing social and economic disadvantages an equitable chance to compete for transportation contracts funded by federal resources.

MOTION to approve the DBE Program and goal development. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #14: Agreement with US Geological Survey for study of mineral and isotope inflows into the Crooked River:

Requester: Eric Blaine

Details: County Counsel Eric Blaine attended the Regular Session to present an agreement with the US Geological Survey for a study on mineral and isotope inflows into the Crooked River. Several months ago, the County Court received a presentation expressing concerns about elevated levels of certain minerals and isotopes in the Crooked River, with the source remaining unclear. Identifying the source of these minerals could potentially lead to measures aimed at reducing their inflow into the river. For example, if agricultural practices are responsible for the presence of minerals like nitrogen, it might prompt state or federal intervention affecting local farmers or ranchers. If the minerals originate from natural sources, agricultural restrictions may not be necessary. Various parties have executed a funding agreement, contributing \$32,000.00 to Crook County for engaging the US Geological Survey in the study. Crook County will add an extra \$8,000.00 and serve as the sole contracting party with USGS. The agreement outlines the study's objectives, methodologies, and costs, with USGS contributing \$20,000.00 to the project. Crook County's total expenditure under this agreement will be just under \$40,000.00. Additionally, a separate cooperative funding agreement provides \$32,000.00 for the County to execute the project, with \$8,000.00 contributed by the County itself.

MOTION to approve the US Department of Interior US Geological Survey joint funding agreement for water resources investigation. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #15: Chemical supplies order for weed management:

Requester: Thomas Laird

Details: Contract County Administrator Andy Parks attended the Regular Session to make a request for Thomas Laird, Crook County Weed Master, to purchase residual herbicides for the County's weed management program. The cost of the herbicides purchase order is a total of \$43,510.00.

MOTION to approve the purchase order for Helena in the amount of \$43, 510.00 for weed control. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #16: Order 2024-02, RFP Evaluation Committee Policy:

Requester: John Eisler

Details: County Counsel John Eisler was present at the Regular Session to introduce Order 2024-02, which outlines the RFP Evaluation Committee Policy. Navigating the public procurement process, particularly when assessing responses to Requests for Proposals or Requests for Qualifications, can be challenging. This policy aims to institute a uniform process across the County for Evaluation Committees, ensuring compliance with legal requirements, promoting fairness and impartiality in evaluations, and streamlining the identification of the most qualified proposers.

MOTION to approve Order 2024-02 - RFP Evaluation Committee Policy. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #17: Amend Carlson Testing, special inspection services contract at Justice Center:

Requester: Nick Lilly

Details: Contract County Administrator Andy Parks attended the Regular Session to present on behalf of Nick Lilly, Facilities Director, a special inspection services contract at the Justice Center. This contract's scope of work will be adjusted as necessary to fulfill the remaining special inspection requirements for the ongoing construction at the Justice Center. Initially valued at \$13,984.75, additional funding estimates have been coordinated with the contractor and the project manager for special inspection services, with a projected completion cost of \$12,920.00. As a result, the revised and final value of the contract amendment will be \$126,904.75. This budget reallocation will be supported by funds from the existing Capital Projects Justice Center fund.

MOTION to approve the change order No. 2 for Carlson Testing, Inc. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #18: Approve Auditor Management Representation Letter:

Requester: Christina Haron

Details: Finance Director Christina Haron attended the Regular Session to seek the Court's approval of the Audit Management Representation Letter. This annual letter is a crucial document that includes a series of statements affirming various aspects of the company's financial information. These statements cover the completeness and accuracy of financial records, the disclosure of pertinent information, and adherence to accounting principles. Both the Finance Director and the County Judge are required to sign the letter on behalf of the County Court.

MOTION to approve the Judge to sign the Audit Management Representation Letter on behalf of the County Court. Motion seconded. No discussion. Motion carried 3-0.

Administrator Report:

Andy Parks expressed his congratulations to Christina Haron and her team for delivering the financial report promptly. Brody Barker demonstrated exceptional performance at the jail over the weekend while on call, managing duties efficiently without requiring additional assistance. The Road Department has been commendably diligent, working late nights and early mornings to ensure clear roads and safe commuting for both employees and citizens. Despite their efforts, the Road Department has encountered a broken-down truck, which will be scheduled for repairs once weather conditions permit safe towing.

Court Member Updates: None

Public Comment: None

At 10:38 a.m. the Court convened 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; ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

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 authorize Judge Crawford to sign the earnest money and purchase of sale agreement and all closing documents on behalf of Crook County 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 11:16 a.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp