

**CROOK COUNTY BOARD OF COMMISSIONERS MINUTES
OF MAY 8, 2024, WORK SESSION
Open Portion**

Be It Remembered that the Crook County Board of Commissioners met in a regularly scheduled Work Session on May 8, 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 Susan Hermreck, and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via Zoom: Legal Counsels Eric Blaine and John Eisler; Executive Administrative Assistant Sarah Puerner; Landfill Manager Jacquie Davis; Finance Director Christina Haron; Budget Analyst Jamie Berger; Account Manager Lisa Neuberger; Natural Resources Policy Coordinator Tim Deboodt; Administrative Assistant Mona Glade; Office Manager Alex Solterbeck; Chief Administrative Deputy Stephanie Wilson; Assistant Building Official Terry Weitman; Health and Human Services Director Katie Plumb; Contract County Administrator Andy Parks; Fairgrounds Manager Casey Daly; Chief Information Officer Stephen Chellis; Undersheriff Bill Elliott; Clerk Cheryl Seely; Administrative Assistant Breyanna Cupp; Community Development Director Will Van Vactor; District Attorney Kari Hathorn; Assessment Technician Linda Pepper; Onsite Coordinator Julie Lancaster; Appraiser Stephanie West; Permit Technician Sherry Reinks; Building Official Randy Davis; Operations Manager Katrina Weitman; Sheriff John Gautney; Lieutenant Aaron Boyce; Systems Administrator Chelsea Watson; Appraiser Jason Elliott; Airport Manager Kelly Coffelt; Administrative Assistant Wanda Smith; Modernizations Manager Stephanie O'Neal; Kara Becker; Katie Slattery; Randen Traughber; Vance Jacobson; Ann Beier; and members of the public.

WORK SESSION

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

Public Comment: None

Discussion item #1: Approval of fee waiver cards for livestock producers disposing of carcasses at the County Landfill:

Requester: Ellie Gage

Details: Commissioner Seth Crawford presented an item from Ellie Gage at the work session, requesting approval for fee waiver cards for livestock producers. The removal of animal carcasses from ranching areas is a well-established method used throughout the West to reduce conflicts between livestock and large carnivores. The proposal to waive landfill fees for carcass disposal, which are currently set at \$60 per ton, is intended to assist livestock producers by alleviating some of the financial burden associated with this critical aspect of their operations. This initiative underscores the Board of Commissioners' commitment to supporting the agricultural community in managing these challenges more effectively.

MOTION to delegate authority to Commissioner Barney to draft and implement a policy regarding the disposal of livestock carcasses at the Crook County landfill in keeping with the request of the Wolf Committee. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #2: Request to waive fees for dumpster and tipping fees on or after May 31, 2024:

Requester: Randen Traughber

Details: Randen Traughber from Earthwin Global attended the Work Session to request fee waivers for a dumpster and tipping fees. This request supports an initiative to restore river health and reclaim 26 acres along the Crooked River frontage, with plans to develop a new park just south of Crooked River Park. The long-term goal includes creating a paved river path for recreation and transportation, integrating it into the unified trails system. The river cleanup is scheduled for May 31st. The Commissioners noted that the county does not provide dumpsters, suggesting that this part of the request should be directed to Republic Services.

MOTION to accept the tipping fees for Earthwin Global Inc. clean-up on May 31st. Motion seconded. No discussion. Motion carried 3-0.

Discussion item #3: Military Airspace Consultant Contract with Ann Beier:

Requester: John Eisler

Details: Community Development Director Will Van Vactor attended the Work Session to discuss an Airspace Consultant Contract. Last August, the County secured a grant from the U.S. Department of Defense to revise our Comprehensive Plan. This update aims to mitigate potential conflicts with military airspace flight paths and to modernize the County's commercial energy code. Ann Beier will oversee the project, conducting outreach, facilitating public meetings, and leading the amendment process of the Comprehensive Plan. This matter is scheduled to be placed on the consent agenda for final approval on May 15th.

Discussion item #4: Proposed Fee Increases for Community Development:

Requester: Will Van Vactor

Details: Community Development Director Will Van Vactor attended the Work Session to propose a series of fee adjustments for Community Development. The department recommends a 5% increase in fees to counterbalance inflationary pressures on program costs, maintain an adequate reserve fund balance, and sustain current service levels to the community. Beyond the 5% increase, the department is also introducing fees for several previously unlisted application types and making higher adjustments to a select number of fees to better align with the cost-of-service delivery.

Discussion item #5: Consider adopting compensation study report prepared by JB Reward Systems:

Requester: Andy Parks

Details: Contract County Administrator Andy Parks attended the Work Session to request that the Board of Commissioners consider adopting the compensation study report. The County had previously executed an agreement with Vance Jacobson to

update the compensation schedule for unrepresented employees. Mr. Jacobson has completed the review, which involved discussions with the Sheriff's Office and department directors. The updated schedule includes career ladders for many positions, as well as an implementation plan. If approved, the new schedule would take effect with the pay period beginning on May 1, 2024. The cost of implementing the new schedule is estimated to increase the county's salary expenditures by 2.0-3.0%. Additionally, a cost-of-living adjustment (CPI) is planned for July 1, 2024. Both of these anticipated costs have been factored into the proposed fiscal year 2025 budget, to be presented in May. The updated schedule aims to bring the County's current pay structure from the 35th-38th percentile of the market to the 50th-55th percentile.

MOTION to move this forward as a discussion item for the next board meeting on May 15th. Motion seconded. No discussion. Motion carried 3-0.

Administrator Report:

Andy Parks announced the addition of Lisa Neuberger as the new Account Manager in the Finance Department. He also suggested that the Board should consider ratifying the appointment of the Facilities Director, contingent upon the approval of the compensation study. The newly appointed Director will need to provide a four-week notice to their current employer before joining.

MOTION to ratify James Preuss for the appointment of the Facilities Director. Motion seconded. No discussion. Motion carried 3-0.

Mr. Parks mentioned that two communications regarding an HR update will be sent to the Commissioners, and one will be distributed to all employees.

Commissioner Updates:

Commissioner Hermreck recently met with representatives from DEQ and other state agencies, and the meeting was productive. They also conducted a field visit to inspect the wells. Additionally, a listening session has been scheduled for May 30th at the Library, where further discussions and community input can be facilitated.

At 10:08 a.m. the Board of Commissioners 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; ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

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 delegate authority to County Legal Counsel to negotiate a contract agreement within the parameters discussed in the Executive Session. Motion seconded.

No discussion. Motion carried 2-0 with Commissioner Crawford abstaining from the vote.

MOTION to delegate authority to Commissioner Barney to negotiate contract terms on behalf of the County with any final contract terms to be approved by the Board of Commissioners and to relay communication parameters with the counter party as discussed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

MOTION to direct staff to proceed as directed in the Executive Session. Motion seconded. No discussion. Motion carried 3-0.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 12:23 p.m.**

Respectfully submitted,

Sarah Puerner / Breyanna Cupp