

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING October 25, 2023

- 1) Administrative Session (8:15)
 - 1.1 Community Development Department - FY 2023-24 First Quarter Report.
 - 1.2 County Treasurer Monthly Financial Report & Investment Committee.
- 2) Call to Order/Pledge of Allegiance/Invocation
- 3) Presentations/Awards
- 4) Changes to the Agenda (Consideration of Submission of Late Items)
 - 4.1 Letter of Support of the Museum at Warm Springs and the High Desert Museum's application for the BRIC Grant

Mark Wunsch made a motion to approve the Letter of Support of the Museum at Warm Springs and the High Desert Museum's application for the BRIC Grant. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)
- 5) 9:00 A.M. - Citizen Comments

Louise Muir, Shawn Stanfill, Leonard Hellwig, Mike Williams & George Ortman provided comments regarding the Community Center & Fairgrounds vandalism.
- 6) Consent Agenda
 - 6.1 September 2023 Credit Card Payable Paid September 2023 in the amount of \$123,321.16 - signed by Commission.
 - 6.2 October 2023 Accounts Payable Paid October 2023 in the amount of \$894,299.17 - signed by Commission.
 - 6.3 October 2023 Accounts Payable Paid October 2023 in the amount of \$380,886.21 - signed by Commission.
 - 6.4 Certificate of Right to Burial, Certificate No. 2082, 2083, & GB187 - signed by Commission.
 - 6.5 Action Minutes for October 11, 2023 - signed by Commission.

6.6 Jefferson County Fire & EMS Ordinance No. 23-01 - acknowledged by Commission.

6.7 October 6, 2023 letter to House Committee on Agriculture, Land Use, Natural Resources and Water - acknowledged by Commission.

Wayne Fording made a motion to approve the Consent Agenda, Items 6.1 through 6.7. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

7) Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Public Hearing - In the Matter of Legalizing Certain Portions of NE Trout Creek Road and E Ashwood Road.

Public hearing began at 9:31 a.m. and ended at 9:34 a.m.

7.2 10:00 a.m. - Dog Kennel Updates.

8) Action Items

8.1 Order In the Matter of Legalizing Certain Portions of NE Trout Creek Road and E Ashwood Road Pursuant to ORS 368.206 - signed by Commission.

Wayne Fording made a motion to approve the Order In the Matter of Legalizing Certain Portions of NE Trout Creek Road and E Ashwood Road Pursuant to ORS 368.206. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.2 Scope of Work from Anderson Perry for Pony Butte Road Evaluation and Design - signed by Commission Chair.

Mark Wunsch made a motion to approve the Scope of Work from Anderson Perry for Pony Butte Road Evaluation and Design. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.3 US Department of Transportation Grant Agreement Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program - signed by Commission Chair.

Wayne Fording made a motion to approve the US Department of Transportation Grant Agreement Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.4 Salary Order for Dallas Berry, Public Works Maintenance Worker I, Grade MWI, Step 1 - signed by Commission.

Wayne Fording made a motion to approve the Salary Order for Dallas Berry, Public Works Maintenance Worker I, Grade MWI, Step 1. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.5 Salary Order for Cas Schrunk, Public Works Maintenance Worker I, Grade MWI, Step 8 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Cas Schrunk, Public Works Maintenance Worker I, Grade MWI, Step 8. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.6 State of Oregon Department of Human Services Intergovernmental Grant Agreement #181737 - signed by Commission Chair.

Wayne Fording made a motion to approve the State of Oregon Department of Human Services Intergovernmental Grant Agreement #181737. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.7 Salary Order for Hailey Clark, Public Health Finance and Billing Specialist, Grade 18G, Step 6 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Hailey Clark, Public Health Finance and Billing Specialist, Grade 18G, Step 6. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.8 2023-2025 State Child Abuse Multidisciplinary Intervention (CAMI) Grant Award between the Department of Justice and Jefferson County - signed by Commission Chair.

Wayne Fording made a motion to approve the 2023-2025 State Child Abuse Multidisciplinary Intervention (CAMI) Grant Award between the Department of Justice and Jefferson County. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.9 Salary Change Order for Sofia Nunez - signed by Commission.

Mark Wunsch made a motion to approve the Salary Change Order for Sofia Nunez. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.10 Salary Order for Corina Domingo, Victim Assistance Grant Coordinator, Grade 19H, Step 11 - signed by Commission.

Wayne Fording made a motion to approve the Salary Order for Corina Domingo, Victim Assistance Grant Coordinator, Grade 19H, Step 11. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.11 Salary Change Order for Jeremy Skeels - signed by Commission.

Mark Wunsch made a motion to approve the Salary Change Order for Jeremy Skeels. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.12 Salary Change Order for Doug Lane - signed by Commission.

Wayne Fording made a motion to approve the Salary Change Order for Doug Lane. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.13 Salary Change Order for Bryan Skidgel - signed by Commission.

Mark Wunsch made a motion to approve the Salary Change Order for Bryan Skidgel. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.14 Contract for Goods and Services between Jefferson County and Accurate Electric Unlimited for Jail Intercom Upgrade - signed by Commission.

Mark Wunsch made a motion to approve the Contract for Goods and Services between Jefferson County and Accurate Electric Unlimited for Jail Intercom Upgrade. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.15 Salary Change Order for Katrina Flande - signed by Commission.

Mark Wunsch made a motion to approve the Salary Change Order for Katrina Flande. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.16 Salary Order for Tim Kerr, Buildings & Grounds Maintenance Tech II, Grade 15D, Step 13 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Tim Kerr, Buildings & Grounds Maintenance Tech II, Grade 15D, Step 13. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.17 Purchase Requisition Form for two (2) Snow Pusher Attachments for Buildings & Grounds in the amount of \$8,322.56 from Pape Machinery Inc - signed by Commission.

Mark Wunsch made a motion to approve the Purchase Requisition Form for two (2) Snow Pusher Attachments for Buildings & Grounds in the amount of \$8,322.56 from Pape Machinery Inc. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.18 Amendment to Farm Lease Agreement between Jefferson County and Casad Family Farms - signed by Commission.

Wayne Fording made a motion to approve the Amendment to Farm Lease Agreement between Jefferson County and Casad Family Farms. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.19 Intergovernmental Agreement between Jefferson County and the City of Madras, Industrial Space Grant - signed by Commission.

Wayne Fording made a motion to approve the Intergovernmental Agreement between Jefferson County and the City of Madras, Industrial Space Grant. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.20 Statutory Warranty Deed to City of Madras, Grantee, for Tax Lot 12190 located in the 900 Block of B Street, Madras, Oregon - signed by Commission.

Wayne Fording made a motion to approve the Statutory Warranty Deed to City of Madras, Grantee, for Tax Lot 12190 located in the 900 Block of B Street, Madras, Oregon. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.21 Letter of Support for UTV Grant Application for Jefferson County Fire & EMS - signed by Commission.

Mark Wunsch made a motion to approve the Letter of Support for UTV Grant Application for Jefferson County Fire & EMS. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.22 Jefferson County Public Employee Retirement System (PERS) - New Side Account - approved by Commission.

Wayne Fording made a motion to approve the PERS Side Account option 2 in the total amount of \$1,000,000.00, the additional \$500,000.00 from Fund 240, payment date of 12/31/2023 and rate offset begins July 1, 2025. Seconded by Mark Wunsch.

The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

9) Elected Official Report(s)/Request(s)

10) Department Heads Report(s)/Request(s)

10.1 WiFi for RV Park and Juniper Hills Park.

Mark Wunsch made a motion to approve the WiFi project for RV Park and Juniper Hills Park in the amount not to exceed \$25,000 from Funds 249 and 509. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

10.2 Regional Health Assessment Preliminary Data Updates from Public Health.

11) County Counsel Report(s)/Request(s)

12) County Administrative Officer Report(s)/Request(s)

13) Commission Discussion Items

13.1 Continued discussion regarding American Rescue Plan (ARPA) & CARES Act Funding Programs.

14) Announcements/Notification of additional Commission Meetings

15) Executive Session

16) Adjourn

Meeting adjourned at 12:52 p.m.

Kelly Simmelink, Commission Chair

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed