

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
OCTOBER 25, 2023
COMMISSION MEETING ROOM
8:15 AM

This meeting has the option of attending via teleconference. The meeting is open for onsite attendees. The teleconference allows for listening to the meeting, but will be muted for incoming participation, except during “citizen comments” that will occur at approximately 9:00am.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the County Commission to consider additional subjects. Meetings are subject to cancellation without notice. Other than hearings, which are publicly noticed, the time schedule is approximate and may vary for individual agenda items. The Board reserves the right to place a time limit on public testimony on any agenda item. The meeting place is handicapped accessible. Those needing assistance should contact the Commission office two (2) days in advance of the meeting by calling (541) 475-2449.

All agenda items shall be taken up between scheduled (time specific) appointments, action items, or public hearings when time permits.

CONFERENCE CALL LINE: (301) 715-8592 MEETING ID: 898 1666 4155 PASSCODE: 2449

<https://us06web.zoom.us/j/89816664155?pwd=RkNKeTM0T1YvWDA3Q2U3QmIwMytGdz09>

1. Administrative Session (8:15) *(The items discussed during Administrative Session are intended to have staff present updates/reports or routine items to the Board. The Second Wednesday of the month is an Elected Official/Department Director Meeting)*
 - 1.1 Community Development Department - FY 2023-24 First Quarter Report.
 - 1.2 County Treasurer Monthly Financial Report & Investment Committee.
[1.2.pdf](#)
2. Call to Order/Pledge of Allegiance/Invocation
3. Presentations/Awards
4. Changes to the Agenda (Consideration of Submission of Late Items)
5. 9:00 A.M. - Citizen Comments
6. Consent Agenda *(The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member or person in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the item will be taken up immediately following the vote on the remaining items)*

- 6.1 September 2023 Credit Card Payable Paid September 2023 in the amount of \$123,321.16 - signed by Commission.
[6.1.pdf](#)
- 6.2 October 2023 Accounts Payable Paid October 2023 in the amount of \$894,299.17 - signed by Commission.
[6.2.pdf](#)
- 6.3 October 2023 Accounts Payable Paid October 2023 in the amount of \$380,886.21 - signed by Commission.
[6.3.pdf](#)
- 6.4 Certificate of Right to Burial, Certificate No. 2082, 2083, & GB187 - signed by Commission.
[6.4.pdf](#)
- 6.5 Action Minutes for October 11, 2023 - signed by Commission.
[6.5.pdf](#)
- 6.6 Jefferson County Fire & EMS Ordinance No. 23-01 - acknowledged by Commission.
[6.6.pdf](#)
- 6.7 October 6, 2023 letter to House Committee on Agriculture, Land Use, Natural Resources and Water - acknowledged by Commission.
[6.7.pdf](#)

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.
- 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.
[8.1.pdf](#)
- 8.2 Scope of Work from Anderson Perry for Pony Butte Road Evaluation and Design - signed by Commission Chair.
[8.2.pdf](#)
- 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.
[8.3.pdf](#)
- 8.4 Salary Order for Dallas Berry, Public Works Maintenance Worker I, Grade MWI, Step 1 - signed by Commission.
[8.4.pdf](#)

- 8.5 Salary Order for Cas Schrunk, Public Works Maintenance Worker I, Grade MWI, Step 8 - signed by Commission.
[8.5.pdf](#)
- 8.6 State of Oregon Department of Human Services Intergovernmental Grant Agreement #181737 - signed by Commission Chair.
[8.6.pdf](#)
- 8.7 Salary Order for Hailey Clark, Public Health Finance and Billing Specialist, Grade 18G, Step 6 - signed by Commission.
[8.7.pdf](#)
- 8.8 2023-2025 State Child Abuse Multidisciplinary Intervention (CAMI) Grant Award between the Department of Justice and Jefferson County - signed by Commission Chair.
[8.8.pdf](#)
- 8.9 Salary Change Order for Sofia Nunez - signed by Commission.
[8.9.pdf](#)
- 8.10 Salary Order for Corina Domingo, Victim Assistance Grant Coordinator, Grade 19H, Step 11 - signed by Commission.
[8.10.pdf](#)
- 8.11 Salary Change Order for Jeremy Skeels - signed by Commission.
[8.11.pdf](#)
- 8.12 Salary Change Order for Doug Lane - signed by Commission.
[8.12.pdf](#)
- 8.13 Salary Change Order for Bryan Skidgel - signed by Commission.
[8.13.pdf](#)
- 8.14 Contract for Goods and Services between Jefferson County and Accurate Electric Unlimited for Jail Intercom Upgrade - signed by Commission.
[8.14.pdf](#)
- 8.15 Salary Change Order for Katrina Flande - signed by Commission.
[8.15.pdf](#)
- 8.16 Salary Order for Tim Kerr, Buildings & Grounds Maintenance Tech II, Grade 15D, Step 13 - signed by Commission.
[8.16.pdf](#)
- 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.
[8.17.pdf](#)
- 8.18 Amendment to Farm Lease Agreement between Jefferson County and Casad Family Farms - signed by Commission.
[8.18.pdf](#)

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

[8.19.pdf](#)

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.

[8.20.pdf](#)

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

[8.21.pdf](#)

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

[8.22.pdf](#)

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

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

10.1 WiFi for RV Park and Juniper Hills Park.

[10.1.pdf](#)

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