

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING December 13, 2023

- 1) Administrative Session (8:15)
 - 1.1 Elected Official/Department Director Meeting.
 - 1.2 County Surveyor Annual Update.
- 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 in Support of Jefferson County Fire & EMS Capital Funding Request - signed by Commission.

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

- 5) 9:00 A.M. - Citizen Comments

Kathy May & Donna Hagedorn provided comments regarding the Madras Community Food Pantry.
- 6) Consent Agenda
 - 6.1 November 2023 Accounts Payable Paid December 2023 in the amount of \$668,387.03 - signed by Commission.
 - 6.2 December 2023 Accounts Payable Paid December 2023 in the amount of \$19,919.55 - signed by Commission.
 - 6.3 Certificate of Right to Burial, Certificate No. 2089 - signed by Commission.
 - 6.4 Action Minutes for December 6, 2023 - signed by Commission.

Wayne Fording made a motion to approve the Consent Agenda, Items 6.1 through 6.4. 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 9:15 a.m. - Public Works Annual Update & Jefferson County Weed Advisory Committee Update.
- 7.2 10:00 a.m. - Contracted Grant Services Update.
- 7.3 1:00 p.m., December 18, 2023 - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

Executive Session began at 1:59 p.m. and ended at 3:06 p.m.

- 7.4 1:00 p.m., December 19, 2023 - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

Executive Session began at 2:03 p.m. and ended at 3:12 p.m.

8) Action Items

- 8.1 Third Addendum to Contract for Services between Jefferson County and Gary DeJarnatt - signed by Commission.

Mark Wunsch made a motion to approve the Third Addendum to Contract for Services between Jefferson County and Gary DeJarnatt. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.2 Salary Change Order for Cas Schrunk - signed by Commission.

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

- 8.3 Personal Services Contract between Jefferson County and Strategic Networks Group - signed by Commission.

Mark Wunsch made a motion to approve the Personal Services Contract between Jefferson County and Strategic Networks Group. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.4 Pacific Office Automation Updated Lease for Public Health - signed by Commission Chair.

Mark Wunsch made a motion to approve the Pacific Office Automation Updated Lease for Public Health. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.5 Order In the Matter of Fixing Salaries of County Officers, Deputies and Eligible County Employees - signed by Commission.

Mark Wunsch made a motion to approve the Order In the Matter of Fixing Salaries of County Officers, Deputies and Eligible County Employees, as presented. Seconded by Wayne Fording. 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)

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

15.1 1:00 p.m., December 18, 2023 - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

See Item 7.3.

15.2 1:00 p.m., December 19, 2023 - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

See Item 7.4.

16) Adjourn. **Meeting adjourned at 3:12 p.m. on December 19, 2023.**

Kelly Simmelink, Commission Chair

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed