

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
DECEMBER 27, 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 Buildings & Grounds Annual Update and 10 Year Maintenance Plan.
 - 1.2 Code Enforcement Update.
 - 1.3 County Treasurer Monthly Financial Report & Investment Committee.
[1.3.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 December 2023 Accounts Payable Paid December 2023 in the amount of \$1,100.00 - signed by Commission.

[6.1.pdf](#)

6.2 December 2023 Accounts Payable Paid December 2023 in the amount of \$145,092.44 - signed by Commission.

[6.2.pdf](#)

6.3 December 2023 Accounts Payable Paid December 2023 in the amount of \$190,473.21 - signed by Commission.

[6.3.pdf](#)

6.4 December 2023 Accounts Payable Paid December 2023 in the amount of \$453,305.21 - signed by Commission.

[6.4.pdf](#)

6.5 November 2023 Credit Card Payable Paid November 2023 in the amount of \$136,414.00 - signed by Commission.

[6.5.pdf](#)

6.6 Action Minutes for December 13, 2023 - signed by Commission.

[6.6.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Guideline Portfolio Strategy, GPA.

7.2 12:00 p.m. - Administration Building Re-organization/Remodel Work Session.

7.3 1:00 p.m., December 28, 2023 - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

8. Action Items

8.1 Letter of Appointment for Dan Tomlinson to the Jefferson County Budget Committee - signed by Commission.

[8.1.pdf](#)

8.2 Letter of Appointment for Jeremy Watson to the Jefferson County Wolf Advisory Committee - signed by Commission.

[8.2.pdf](#)

8.3 Letter of Appointment for Heather Mehlberg to the Canyon View Road District - signed by Commission.

[8.3.pdf](#)

8.4 Letter of Appointment for Jason Harris, James Roff & Richard Affeldt to the Jefferson County Weed Advisory Committee - signed by Commission.

[8.4.pdf](#)

- 8.5 Letter of Appointment for Loren Roff & Michael Kirsch to the Smoke Management Committee - signed by Commission.
[8.5.pdf](#)
- 8.6 Employment Agreement for Bryan Skidgel, Emergency Management Coordinator - signed by Commission Chair.
[8.6.pdf](#)
- 8.7 Salary Change Order for Cody Smith - signed by Commission.
[8.7.pdf](#)
- 8.8 Salary Change Order for Tyler Eicher - signed by Commission.
[8.8.pdf](#)
- 8.9 Request for Out of State Travel for Tami Kepa'a to the January 2024 National WIC Association Board Meeting in Knoxville, TN, January 22-25, 2024 - signed by Commission Chair.
[8.9.pdf](#)
- 8.10 Fifth Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health Services #180015 - signed by Commission Chair.
[8.10.pdf](#)
- 8.11 Tower Site Lease Agreement between Jefferson County and Day Wireless - signed by Commission Chair.
[8.11.pdf](#)
- 8.12 Salary Order for Kyle E. McKenzie, Public Works Maintenance Worker II, Grade MWII, Step 3 - signed by Commission.
[8.12.pdf](#)
- 8.13 Salary Order for Timothy E. Marical, Appraiser II, Grade 21J, Step 15 - signed by Commission.
[8.13.pdf](#)
- 8.14 2023- 2025 Victim of Crime Act (VOCA) and Crime Fine Account (CFA) Non-Competitive Grant Agreement - signed by Commission Chair.
[8.14.pdf](#)
- 8.15 Order In the Matter of Amending the Fee Established for Conditional Use Permits for Commercial Energy Facilities for the Community Development Department - signed by Commission.
[8.15.pdf](#)
- 8.16 Sagebrook Estates, Phase 1 Plat - signed by Commission Chair.
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)
 - 12.1 Panorama Park.
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