

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING February 28, 2024

- 1) Administrative Session (8:15)
 - 1.1 County Assessor & GIS Annual Update.
 - 1.2 Community Development Department Planning Update.
 - 1.3 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 2024 OVW Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Grant Letter of Intent - signed by Commission Chair.

Kelly Simmelink made a motion to approve the 2024 OVW Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Grant Letter of Intent. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 4.2 Salary Order for John Russo, Sheriff's Office Special Reserve Deputy - signed by Commission.

Kelly Simmelink made a motion to approve the Salary Order for John Russo, Sheriff's Office Special Reserve Deputy. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 4.3 Salary Order for Brandon Delanoy, Corrections Deputy, Grade CD1, Step 1 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Brandon Delanoy, Corrections Deputy, Grade CD1, Step 1. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 4.4 Salary Order for Chad Chase, Patrol Deputy, Grade PD1, Step 8 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Chad Chase, Patrol Deputy, Grade PD1, Step 8. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

4.5 Salary Order for Josh Caphart, Patrol Deputy, Grade PD1, Step 7 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Josh Caphart, Patrol Deputy, Grade PD1, Step 7. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

4.6 Lease Agreement between Jefferson County and Xerox for the Clerk's Office - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Lease Agreement between Jefferson County and Xerox for the Clerk's Office. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

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

6) Consent Agenda

6.1 February 2024 Accounts Payable Paid February 2024 in the amount of \$258,695.05 - signed by Commission.

6.2 Certificate of Right to Burial, Certificate No. 2092 - signed by Commission.

6.3 Action Minutes for February 14, 2024 - signed by Commission.

6.4 February 20, 2024 letter to Senator Merkley - acknowledged by Commission.

Mark Wunsch made a motion to approve the Consent Agenda, Items 6.1 through 6.4. Seconded by Kelly Simmelink. 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. - Oregon Living With Fire Update.

7.2 9:30 a.m. - Public Hearing - Casefile 23-PA-005 Madras Urban Growth Boundary Adjustment.

Public hearing opened at 9:30 a.m. and closed at 9:40 a.m.

7.3 10:00 a.m. - Move Oregon's Border - Greater Idaho Semi-Annual Meeting.

7.4 10:30 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

Executive Session began at 10:35 a.m. and ended at 10:47 a.m.

7.5 10:45 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

Executive Session began at 10:47 a.m. and ended at 10:58 a.m.

8) Action Items

8.1 Personal Services Contract between Jefferson County and Kittelson & Associates, Inc. - signed by Commission.

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

8.2 Intergovernmental Agreement between Jefferson County and North Central Public Health District - signed by Commission.

Mark Wunsch made a motion to approve the Intergovernmental Agreement between Jefferson County and North Central Public Health District. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.3 First Amendment to Loan Agreement 0069, Jefferson County, J Street - Willow Creek Bridge - signed by Commission Chair.

Kelly Simmelink made a motion to approve the First Amendment to Loan Agreement 0069, Jefferson County, J Street - Willow Creek Bridge. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.4 Salary Change Order for Gabe Soliz - signed by Commission.

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

8.5 Ordinance In the Matter of Amending the Jefferson County Comprehensive Plan and Zoning Map to Adjust the City of Madras Urban Growth Boundary and Declaring an Emergency; Casefile 23-PA-05 - signed by Commission.

Mark Wunsch made a motion to approve the Ordinance In the Matter of Amending the Jefferson County Comprehensive Plan and Zoning Map to Adjust the City of Madras Urban Growth Boundary and Declaring an Emergency; Casefile 23-PA-05. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

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

9.1 Request for 90-day Waiver for Sheriff's Office.

Kelly Simmelink made a motion to approve the Request for 90-day Waiver for Sheriff's Office Business Manager. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

9.2 Carpool Request for Sheriff's Office.

To be addressed at a future date.

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

14) Announcements/Notification of additional Commission Meetings

14.1 Board of Commissioners Special Meeting, February 29, 2024 at 5:00 p.m.

15) Executive Session

15.1 10:30 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions. *See Item 7.4.*

15.2 10:45 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel. *See Item 7.5.*

16) Adjourn **Meeting adjourned at 10:58 a.m.**

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed