

# AGENDA

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS MEETING  
FEBRUARY 28, 2024  
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 County Assessor & GIS Annual Update.
  - 1.2 Community Development Department Planning 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)
  - 4.1 2024 OVW Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program Grant Letter of Intent - signed by Commission Chair.  
[4.1.pdf](#)
  - 4.2 Salary Order for John Russo, Sheriff's Office Special Reserve Deputy - signed by

Commission.

[4.2.pdf](#)

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

[4.3.pdf](#)

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

[4.4.pdf](#)

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

[4.5.pdf](#)

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

[4.6.pdf](#)

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

[6.1.pdf](#)

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

[6.2.pdf](#)

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

[6.3.pdf](#)

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

[6.4.pdf](#)

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.

[7.2.pdf](#)

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.

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

8. Action Items

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

[8.1.pdf](#)

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

[8.2.pdf](#)

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

[8.3.pdf](#)

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

[8.4.pdf](#)

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.

[8.5.pdf](#)

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

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

9.2 Carpool Request for Sheriff's Office.

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.

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

16. Adjourn