

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING March 27, 2024

1) Administrative Session (8:15)

1.1 District Attorney's Office Annual Update.

1.2 Code Enforcement 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 Partition Plat for Johnnie & Vicki Ertle by H.A. McCoy - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Partition Plat for Johnnie & Vicki Ertle by H.A. McCoy. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

4.2 Letter to Oregon Water Resources Department and Operations and Oregon Office of Emergency Management regarding Jefferson County Drought - signed by Commission.

Kelly Simmelink made a motion to approve the Letter to Oregon Water Resources Department and Operations and Oregon Office of Emergency Management regarding Jefferson County Drought. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

4.3 Resolution In the Matter of Declaring a Local Disaster and Requesting a State of Drought Emergency Declaration for Jefferson County, Oregon - signed by Commission.

Kelly Simmelink made a motion to approve the Resolution In the Matter of Declaring a Local Disaster and Requesting a State of Drought Emergency Declaration for Jefferson County, Oregon. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

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

Rich Affedlt presented comments regarding the Jefferson County Weed Advisory Committee.

Shawn Stanfill & Louise Muir provided comments regarding the Community Center.

Seth Taylor provided comments.

George Curtis provided comments.

Craig McDonald & Mike Williams provided comments regarding the cemetery.

6) Consent Agenda

6.1 March 2024 Accounts Payable Paid March 2024 in the amount of \$154,723.71 - signed by Commission.

6.2 March 2024 Accounts Payable Paid March 2024 in the amount of \$90,007.44 - signed by Commission.

6.3 Certificate of Right to Burial, Certificate No. 2095 & 2096 - signed by Commission.

Mark Wunsch made a motion to approve the Consent Agenda, Items 6.1 through 6.3. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

7) Scheduled Appointments, Action Items, and Public Hearings

8) Action Items

8.1 Purchase Requisition Form for replacement Condensing Unit for Community Center Walk-In Refrigerator in the amount of \$10,019.00 - signed by Commission.

Mark Wunsch made a motion to approve the Purchase Requisition Form for replacement Condensing Unit for Community Center Walk-In Refrigerator up to \$8,000.00 out of Fund 240. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.2 Salary Change Order for Joshua Capehart - signed by Commission.

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

- 8.3 Authorization for Attendance and Trainings for Tami Kepa'a, Norma Gonzalez & Jessica Mendoza to the 2024 National WIC Association Annual Education and Training Conference, April 7-10, 2024 in Chicago, IL - signed by Commission Chair.

Kelly Simmelink made a motion to approve the Authorization for Attendance and Trainings for Tami Kepa'a, Norma Gonzalez & Jessica Mendoza to the 2024 National WIC Association Annual Education and Training Conference, April 7-10, 2024 in Chicago, IL. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.4 Request for Purchase of Capital Outlay, Four (4) Kenworth Dump Trucks - signed by Commission.

Kelly Simmelink made a motion to approve the Request for Purchase of Capital Outlay, Four (4) Dump Trucks. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.5 Personal Services Contract between Jefferson County and Kittelson & Associates, Inc. regarding Safe Streets 4 All - signed by Commission.

Mark Wunsch made a motion to approve the Personal Services Contract between Jefferson County and Kittelson & Associates, Inc. regarding Safe Streets 4 All. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.6 Salary Change Order and Employment Agreement for Corina Domingo - signed by Commission.

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

- 8.7 Memorandum of Understanding between Jefferson County and The Jefferson County Law Enforcement Association. - signed by Commission.

Mark Wunsch made a motion to approve the Memorandum of Understanding between Jefferson County and The Jefferson County Law Enforcement Association. Seconded by Kelly Simmelink. 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)

12.1 Title III invoice from JCSO.

Kelly Simmelink made a motion to approve the payment of Title III grant dollars for the invoice submitted by the Sheriff for activity on federal land to Fund 266. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

13) Commission Discussion Items

13.1 HB 4002 Options.

14) Announcements/Notification of additional Commission Meetings

15) Executive Session

16) Adjourn

Meeting adjourned at 11:30 a.m.

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed