

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
APRIL 24, 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 Flood Insurance - Mandy Gunn, Marsh McLennan Agency.
 - 1.2 County Clerk Annual Update.
 - 1.3 Community Development Department - 3rd Quarter Report.
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 of Appointment for Dan Comingore to the Jefferson County Fair Board - signed by Commission.
[4.1.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 April 2024 Accounts Payable Paid April 2024 in the amount of \$438,241.95 - signed by Commission.

[6.1.pdf](#)

6.2 April 2024 Accounts Payable Paid April 2024 in the amount of \$20,000.00 - signed by Commission.

[6.2.pdf](#)

6.3 April 2024 Accounts Payable Paid April 2024 in the amount of \$243,862.06 - signed by Commission.

[6.3.pdf](#)

6.4 April 2024 Accounts Payable Paid April 2024 in the amount of \$761.61 - signed by Commission.

[6.4.pdf](#)

6.5 April 2024 Accounts Payable Paid April 2024 in the amount of \$181,102.80 - signed by Commission.

[6.5.pdf](#)

6.6 Certificate of Right to Burial, Certificate No. GB196 - signed by Commission.

[6.6.pdf](#)

6.7 Action Minutes for April 10, 2024 - signed by Commission.

[6.7.pdf](#)

6.8 Compensation Board Meeting Minutes - acknowledged by Commission.

[6.8.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Audit Presentation, Solutions CPAs.

7.2 10:30 a.m. - County Treasurer Monthly Financial Report & Investment Committee.

7.3 11:30 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

7.4 11:30 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.

8. Action Items

8.1 Salary Order for Duane Hollenbeak Jr., Buildings & Grounds Maintenance Tech II, Grade 15, Step 13 - signed by Commission.

[8.1.pdf](#)

- 8.2 Salary Order for Duane Romane, Public Works Maintenance Worker I, Grade MWI, Step 6 - signed by Commission.
[8.2.pdf](#)
- 8.3 Updated 2023-2025 STOP VAWA Grant Special Conditions - signed by Commission Chair.
[8.3.pdf](#)
- 8.4 Authorization of Out of State Travel for Corina Domingo & Marlene Medina to attend the 19th Annual Conference on Crimes Against Women in Dallas, TX, May 20-23, 2024 - signed by Commission Chair.
[8.4.pdf](#)
- 8.5 Election of De Minimis Indirect Cost Rate - signed by Commission.
[8.5.pdf](#)
- 8.6 Salary Change Order for Clark Linden - signed by Commission.
[8.6.pdf](#)
- 8.7 Salary Change Order and Employment Agreement for Alison Vanek - signed by Commission.
[8.7.pdf](#)
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 Mid-Year Carpool Funding.
13. Commission Discussion Items
 - 13.1 Discuss May Meeting for Staffing Requests.
 - 13.2 Non-standard Work Schedules.
14. Announcements/Notification of additional Commission Meetings
15. Executive Session
 - 15.1 11:30 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.
 - 15.2 11:30 a.m. - Executive Session - ORS 192.660(2)(h) - Advice of Counsel.
16. Adjourn