

# AGENDA

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS MEETING  
JANUARY 3, 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 Public Health Department Semi-Annual Update.
  - 1.2 Finance Department - 1st Quarter Report.
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 \$281,192.70 -

signed by Commission.

[6.1.pdf](#)

6.2 Action Minutes for December 27, 2023 - signed by Commission.

[6.2.pdf](#)

6.3 Certificate of Right to Burial, Certificate No. 2090 - signed by Commission.

[6.3.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

7.1 9:30 a.m. - Madras Aquatic Center Recreation District.

7.2 9:45 a.m. - Executive Session, ORS 192.660(2)(h) - Advice of Counsel.

8. Action Items

8.1 Board of Commissioner Assignments 2024 - approved by Commission.

[8.1.pdf](#)

8.2 Letters of Appointment to the Jefferson County Local Public Safety Coordination Council for Heather Crow-Martinez, Robert Rodriguez, Annette Hillman, Steven Leriche, Jason Pollock, Tim Plummer, Michael Baker, Simon White, Amber Sundquist, Lisa Parker, Lacey DeLaCruz, Trish Meyer and Brandon Smithers - signed by Commission.

[8.2.pdf](#)

8.3 Letter of Appointment to the Camp Sherman Road District for Lorie Hancock - signed by Commission.

[8.3.pdf](#)

8.4 Entertainment Contract between Jefferson County and Eagle Eyes & Sterling Talent, Inc. for the 2024 Jefferson County Fair - signed by Commission Chair.

[8.4.pdf](#)

8.5 Entertainment Contract between Jefferson County and The Andrew Mathews Band for the 2024 Jefferson County Fair - signed by Commission Chair.

[8.5.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)

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

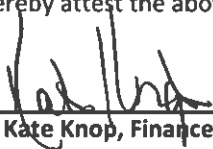
**December 2023 Accounts Payable  
Paid December 2023  
Umpqua Bank Issued Checks**

It is hereby ordered that check number **49497** to **49503** to be paid totaling **\$281,372.70**

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$565.00	(\$180.00)	\$385.00
222	TRANSIENT OCCUPANCY	\$120,823.00		\$120,823.00
240	AMERICAN RESCUE FUND	\$145,000.00		\$145,000.00
265	JAIL	\$14,984.70		\$14,984.70
<b>TOTAL</b>		<b>\$281,372.70</b>	<b>-\$180.00</b>	<b>\$281,192.70</b>

Claims approved and checks dated: 12/28/2023

I, Kate Knop, hereby attest the above amounts and check numbers are correct.



\_\_\_\_\_  
Kate Knop, Finance Director

\_\_\_\_\_  
Kelly Simmelink, Commissioner

\_\_\_\_\_  
Wayne Fording, Commissioner

\_\_\_\_\_  
Mark Wunsch, Commissioner

\_\_\_\_\_  
Order Number

\_\_\_\_\_  
Dated

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

[Report]. Date Paid = 12/28/2023

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
2446	ACCURATE ELECTRIC U	12/22/2023	18937	V-Cell Replacement	1,792.00		1223
77	CITY OF MADRAS	12/15/2023	11247	Motel Tax Revenue July - Septem	120,823.00		1223
1731	DEPARTMENT OF CORR	12/21/2023	AR029440	Jail Meals IGA#5392 Nov 2023	13,192.70		1223
3613	FLECK, MARTIN EDWAR	12/27/2023	12/27/2023	Industrial Space Grant	125,000.00		1223
1068	OREGON STATE POLICE	12/11/2023	ARZ16866	concealed handgun license-ARZ1	375.00		1223
3458	ROCKN EZ RESCUE RAN	12/27/2023	12/27/2023	Kennel Budget	20,000.00		1223
7864	STEDMAN, IRIS YESENIA	08/09/2023	8923 - 2	Interprep Grand Jurt - Original Ch	90.00		1223
7864	STEDMAN, IRIS YESENIA	08/16/2023	8923 - 3	Interprep Grand Jurt - Original Ch	100.00		1223
Grand Totals:					<u>281,372.70</u>		

Dated: \_\_\_\_\_

Finance Director:  \_\_\_\_\_

Kelly Simmelink: \_\_\_\_\_

Wayne Fording: \_\_\_\_\_

Mark Wunsch: \_\_\_\_\_

County Administrator: \_\_\_\_\_

# ACTION MINUTES

## JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING December 27, 2023

1) Administrative Session (8:15)

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.

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

*Bud Beamer provided comments regarding the Mountain Star Relief Nursery.*

**Mark Wunsch made a motion to approve awarding a grant up to \$32,000.00 from Fund 253 to the Mountain Star Relief Nursery with the condition that they pursue replacement and future funding with COHC, ESDs and NeighborImpact. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

6) Consent Agenda

6.1 December 2023 Accounts Payable Paid December 2023 in the amount of \$1,100.00 - signed by Commission.

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

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

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

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

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

**Mark Wunsch made a motion to approve the Consent Agenda, Items 6.1 through 6.6. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

7) Scheduled Appointments, Action Items, and Public Hearings

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

*Investment Committee convened at 9:33 a.m. and closed at 9:49 a.m.*

**Wayne Fording made a motion to approve the summary action items, the core liquidity and the core strategy as stated. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

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.

*Executive Session began at 1:57 p.m. and ended at 4:21 p.m.*

8) Action Items

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

**Wayne Fording made a motion to approve the Letter of Appointment for Dan Tomlinson to the Jefferson County Budget Committee. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

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

**Mark Wunsch made a motion to approve the Letter of Appointment for Jeremy Watson to the Jefferson County Wolf Advisory Committee. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

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

**Wayne Fording made a motion to approve the Letter of Appointment for Heather Mehlberg to the Canyon View Road District. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

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

**Mark Wunsch made a motion to approve the Letter of Appointment for Jason Harris, James Roff & Richard Affeldt to the Jefferson County Weed Advisory Committee. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.5 Letter of Appointment for Loren Roff & Michael Kirsch to the Smoke Management Committee - signed by Commission.

**Mark Wunsch made a motion to approve the Letter of Appointment for Loren Roff & Michael Kirsch to the Smoke Management Committee. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.6 Employment Agreement for Bryan Skidgel, Emergency Management Coordinator - signed by Commission Chair.

**Wayne Fording made a motion to approve the Employment Agreement for Bryan Skidgel, Emergency Management Coordinator. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.7 Salary Change Order for Cody Smith - signed by Commission.

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

- 8.8 Salary Change Order for Tyler Eicher - signed by Commission.

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



- 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.

**Wayne Fording made a motion to approve the 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. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.10 Fifth Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health Services #180015 - signed by Commission Chair.

**Wayne Fording made a motion to approve the Fifth Amendment to Oregon Health Authority 2023-2025 Intergovernmental Agreement for the Financing of Public Health Services #180015. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.11 Tower Site Lease Agreement between Jefferson County and Day Wireless - signed by Commission Chair.

**Wayne Fording made a motion to approve the Tower Site Lease Agreement between Jefferson County and Day Wireless. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.12 Salary Order for Kyle E. McKenzie, Public Works Maintenance Worker II, Grade MWII, Step 3 - signed by Commission.

**Wayne Fording made a motion to approve the Salary Order for Kyle E. McKenzie, Public Works Maintenance Worker II, Grade MWII, Step 3. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.13 Salary Order for Timothy E. Marical, Appraiser II, Grade 21J, Step 15 - signed by Commission.

**Mark Wunsch made a motion to approve the Salary Order for Timothy E. Marical, Appraiser II, Grade 21J, Step 15. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

- 8.14 2023-2025 Victim of Crime Act (VOCA) and Crime Fine Account (CFA) Non-Competitive Grant Agreement - signed by Commission Chair.

**Wayne Fording made a motion to approve the 2023-2025 Victim of Crime Act (VOCA) and Crime Fine Account (CFA) Non-Competitive Grant Agreement. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

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.

**Wayne Fording made a motion to approve the Order In the Matter of Amending the Fee Established for Conditional Use Permits for Commercial Energy Facilities for the Community Development Department. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

8.16 Sagebrook Estates, Phase 1 Plat - signed by Commission Chair.

**Mark Wunsch made a motion to approve the Sagebrook Estates, Phase 1 Plat. Seconded by Wayne Fording. 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 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      **Meeting adjourned at 4:21 p.m. on December 28, 2023.**

\_\_\_\_\_  
Wayne Fording, Commission Chair

\_\_\_\_\_  
Kelly Simmelink, Commissioner

\_\_\_\_\_  
Mark Wunsch, Commissioner

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date Signed

Certificate No. 2090

# Certificate of Right to Burial

**Jefferson County**  
430 SW Fairgrounds Road  
Madras OR 97741

Paula Valero  
371 NE Clearview Ct.  
Madras OR 97741

This is to certify that Paula Valero, has paid the sum of \$ 642.00, which payment includes perpetual care and entitles them and their heirs to the exclusive rights and burial in:

**Block North Sunrise #2 - 6 Lot A Grave 4**

at Mt. Jefferson Memorial Park Jefferson County, State of Oregon, according and subject to the limitations, restrictions and conditions of the Rules and Regulations of the cemetery, either now in force or hereafter enacted.

This certificate is a receipt acknowledging payment in full for the right of burial in the aforementioned space only. It does not constitute ownership, title or deed of real property. This certificate is not assignable and is void if held by any other than the person herein named or their heirs at law.

DATED on December 28, 2023

**JEFFERSON COUNTY COMMISSION:**

\_\_\_\_\_  
Commission Chair

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Before Me: \_\_\_\_\_  
Notary Public of Oregon  
County of Jefferson  
My Commission Expires: \_\_\_\_\_

Official Stamp:

# JEFFERSON COUNTY

## BOARD OF COMMISSIONERS

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



## BOARD OF COMMISSIONER ASSIGNMENTS 2024

**BOARD CHAIR** – Wayne Fording ([wforning@jeffco.net](mailto:wforning@jeffco.net))

**VICE CHAIR** – Kelly Simmelink ([ksimmelink@jeffco.net](mailto:ksimmelink@jeffco.net))

**2024 BUDGET OFFICER** – Mark Wunsch ([mwunsch@jeffco.net](mailto:mwunsch@jeffco.net))

### DEPARTMENT ASSIGNMENT

#### Mark Wunsch

Assessor/GIS  
Clerk  
Finance/Tax/Treasurer  
Veterans  
OSU Extension

#### Kelly Simmelink

BestCare  
District Attorney  
Public Health  
Buildings & Grounds/Fairgrounds  
Sheriff  
Community Justice

#### Wayne Fording

CAO  
Community Development  
Public Works  
Surveyor

### COMMITTEE ASSIGNMENTS

#### Mark Wunsch

Madras Airport/Industrial Site  
Noxious Weed Advisory Committee  
Safety Committee  
Chamber of Commerce  
EDCO  
Wolf Committee  
Smoke Management Committee  
CO Strategy Steering Committee  
(Oregon Living with Fire Steering Comm.)  
Frontier 911 – Alternate  
COIC – Alternate  
COACT – Alternate

#### Kelly Simmelink

Oregon Regional Solutions  
Central Oregon Health Council  
ASA  
Deschutes Water Alliance  
LPSCC  
Frontier 911  
CORE3  
Supervisory Authority (Adult Probation)

#### Wayne Fording

COACT  
COIC  
East Cascades Workforce Board  
Solid Waste Advisory Committee  
Regional Housing Council  
OR Regional Solutions – Alternate

**Airport/Industrial Site**

3<sup>rd</sup> Thursday @ 4:00 pm – General Aviation Building

**Ambulance Service Advisory Committee (ASA)**

3<sup>rd</sup> Tuesday quarterly (Feb, May, Aug, Nov) @ 9:00 am

**Chamber**

3<sup>rd</sup> Tuesday @ 12:00 pm

**Central Oregon Area Commission on Transportation (COACT)**

2<sup>nd</sup> Thursday of alternating months (Jan, Mar, May, July, Sept, Nov) @ 3:00 – 5:00 pm

**COACT Executive Committee**

1<sup>st</sup> Thursday in months without a COACT meeting (Feb, Apr, June, Aug, Oct, Dec) @ 3:00 – 4:00 pm

**Central Oregon Intergovernmental Council (COIC)**

1<sup>st</sup> Thursday of every month @ 5:30 – 7:00 pm

**EDCO Board of Central Oregon**

2<sup>nd</sup> Thursday of odd months (Jan, Mar, May, July, Sept, Nov) @ 3:00 – 5:00 pm

**Fair Board**

1<sup>st</sup> Wednesday @ 5:00 pm

**Local Public Safety Coordinating Council (LPSCC)**

As needed

**Safety Committee**

3<sup>rd</sup> Wednesday every month @ 10:00 am

**Solid Waste Advisory**

As needed

**Supervisory Authority**

As needed

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Heather Crow-Martinez  
[heatherc@bestcaretreatment.org](mailto:heatherc@bestcaretreatment.org)

Dear Heather,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as CMHP-CCBHC Program Director. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Robert Rodriguez  
[rrodriguez@co.jeffersoncountyOR.gov](mailto:rrodriguez@co.jeffersoncountyOR.gov)

Dear Robert,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Community Corrections Director. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Annette C. Hillman  
[Annette.c.hillman@ojd.state.or.us](mailto:Annette.c.hillman@ojd.state.or.us)

Dear Your Honor,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Presiding Judge. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

---

Wayne Fording, Chairman

---

Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner



# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Steven Leriche  
[sleriche@da.jeffersoncountyor.gov](mailto:sleriche@da.jeffersoncountyor.gov)

Dear Mr. Leriche,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as District Attorney. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

---

Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner

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January 3, 2024

Jason Pollock  
[jpollocksheriff@jcs.jeffersoncountyor.gov](mailto:jpollocksheriff@jcs.jeffersoncountyor.gov)

Dear Sheriff Pollock,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Sheriff. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Tim Plummer  
[tplummer@madraspd.us](mailto:tplummer@madraspd.us)

Dear Chief Plummer,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as City of Madras Chief of Police. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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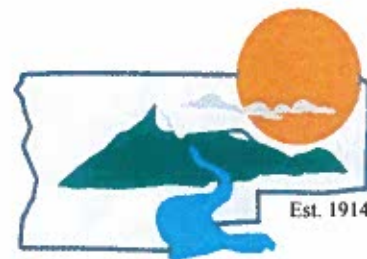
Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Michael Baker  
[Michael.Baker@publichealth.jeffersoncounty](mailto:Michael.Baker@publichealth.jeffersoncounty)

Dear Dr. Baker,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Jefferson County Public Health Director. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

---

Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Simon White  
[swhite@509j.net](mailto:swhite@509j.net)

Dear Simon,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Jefferson County School District 509-J Operations Manager. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

---

Wayne Fording, Chairman

---

Kelly Simmelink, Commissioner

---

Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Lacey DeLaCruz  
[ldelacruz@co.jeffersoncountyOR.gov](mailto:ldelacruz@co.jeffersoncountyOR.gov)

Dear Lacey,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Jefferson County Juvenile Department Assistant Director. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



January 3, 2024

Trish Meyer  
[Trish.M@saving-grace.org](mailto:Trish.M@saving-grace.org)

Dear Trish,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Saving Grace Executive Director. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Amber Sundquist  
[Amber.c.sundquist@doc.oregon.gov](mailto:Amber.c.sundquist@doc.oregon.gov)

Dear Amber,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Superintendent. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner



# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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January 3, 2024

Lisa Parker  
[Lisa.parker@oya.oregon.gov](mailto:Lisa.parker@oya.oregon.gov)

Dear Lisa,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Oregon Youth Authority Parole Officer. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



January 3, 2024

Lieutenant Brandon Smithers  
[Brandon.smithers@osp.oregon.gov](mailto:Brandon.smithers@osp.oregon.gov)

Dear Lt. Smithers,

Thank you for your interest in serving on the Jefferson County Local Public Safety Coordinating Council in your role as Oregon State Police, Bend Area Command Station Commander. This appointment is for 2 years and will be subject to review and reappointment by 12/31/26 while you are in this role.

We appreciate your willingness to serve and thank you for your commitment to the County and your community. If you have any questions, please contact us at (541) 475-2449. You can also contact the LPSCC Chair, Heather Crow-Martinez at (541) 475-6575.

Sincerely,

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Wayne Fording, Chairman

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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 • Ph: (541) 475-2449 • FAX: (541) 475-4454



January 3, 2024

Lorie Hancock  
 PO Box 146  
 Camp Sherman, OR 97730

RE: Position on Camp Sherman Road District #18

Dear Lorie:

Thank you for your continued interest in serving on the Road District #18. This letter is to notify you that you have been re-appointed to the Road District. This is a three-year term which expires December 31, 2026.

Congratulations! If you have any questions, please contact us at (541) 475-2449.

Sincerely,

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Wayne Fording, Commission Chair

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

## Jefferson County Fair Complex

430 SW Fairgrounds Road Madras, Oregon 97741

Phone: 541-325-5050

Email: smobley@jeffco.net



### Entertainment Contract

This Contract is made by and between Jefferson County by and through the Jefferson County Fair Complex (JCFC) and **Eagle Eyes** (Artist) and **Sterling Talent, Inc** (Booking Agent) for the hiring of the Artist to perform at the 2024 Jefferson County Fair (Performance).

**1. Place, Date and Time of Performance.** The parties agree that the time and place of Performance will be at the Jefferson County Fair Complex on **July 26, 2024**, beginning at **9 PM** and ending no earlier than **11 PM**.

**2. Description of Performance.** Performance will be a musical performance with content determined by Artist, with Artist's acknowledgment that the Jefferson County Fair is a family event and content shall not be offensive or lewd.

**3. Compensation.** JCFC will pay Artist compensation for the Performance in the amount of **\$7,500.00**. No agent's commission will be paid. Payment will be made by check following the Performance. A completed W-9 must be on file with JCFC prior to payment.

**4. Other Provisions.** JCFC will provide a stage of at least 20x30 feet with either three regular 110 electrical outlets on separate circuits or a 220 source to the stage area. All sound and light production will be provided by JCFC. Artist has the right to alter the stage and its decorations enough to provide an attractive set but cannot alter any permanent fixtures or special decorations provided by the purchaser. Artist is responsible for furnishing all musical equipment necessary to comply with the terms of this contract.

JCFC will provide at its own expense, **4 Double Queen** hotel rooms at the Inn at CrossKeys, green room, changing room, water and towels.

**5. Promotion.** Artist shall provide JCFC a video promoting their performance at the Jefferson County Fair and will post no fewer than 5 promotional posts on social media, including:

- 1 Facebook Event
- 2 Facebook posts promoting the performance
- 2 Instagram posts promoting the performance

**6. Independent Contractor.** Artist shall at all times have complete supervision, direction and control over the service of his personnel in the course of the work of this Contract and expressly reserves the right to control the manner, means and details of the Performance. The Artist executes this Contract as an independent contractor, not as an employee of the JCFC.

**7. Cancellation.** In the event of cancellation by Artist, JCFC may pursue costs in an amount necessary to mitigate damages.

**8. Force Majeure.** The performance of the Agreement by either party shall be subject to force majeure, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, governmental regulation or advisory, recognized health threats as

determined by the World Health Organization, the Centers for Disease Control, or state or local government authority or health agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), or other similar occurrence beyond the control of the parties, where any of those factors, circumstances, situations, or conditions make it illegal, impossible, inadvisable, or commercially impracticable to hold the Event or to fully perform the terms of the Agreement. The Agreement may be cancelled by either party, without liability, damages, fees, or penalty, and any unused deposits or amounts paid shall be refunded, for any one or more of the above reasons, by written notice to the other party.

**9. Recording.** Recording and/or reproduction of artists' performance is prohibited without written consent of the Artist.

**10. Copyright.** Artist shall be solely responsible for the payment of any and all royalty fees payable as a result of the performance of any copyrighted music or matters performed pursuant to the copyright laws of the United States and will hold harmless and indemnify JCFC from any claims therefrom.

**11. Parking.** JCFC will secure sufficient parking for Artist's equipment vehicle(s)/trailer(s) within a reasonably convenient distance to actual performance venue for a minimum period of 2 hours prior to the Performance and lasting until a minimum of 2 hours after the Performance.

**12. Security, Health and Safety.** JCFC warrants that the venue will be of sufficient size to safely conduct Performance, that venue is of stable construction and sufficiently protected from weather and that there will be adequate security and/or emergency responders available. Artist acknowledges and agrees to abide by JCFC policy against explosives, pyrotechnics and open flames.

**13. Indemnification.** Artist shall be solely responsible for any and all injuries to any and all persons or property resulting from Artist's performance of this Contract. Artist further agrees to indemnify, hold harmless and defend JCFC and Jefferson County, its officers, agents, representatives and employees from and against all claims, suits, actions, damages, costs, losses and expenses in any manner resulting from, arising out of, connected with or related to activities of Artist, its officers, employees, subcontractors or agents in the course of this Contract. JCFC indemnifies and holds Artist harmless for any claims of property damage or bodily injury caused by Performance attendees not resulting from Artist's acts, omissions, or negligence.

**14. Severability.** If any portion of this Contract is in conflict with applicable law, such portion will become inoperative, but all other portions of the Contract will remain in force.

The below-signed Artist Representative warrants that he/she has authority to sign this Contract on behalf of Artist.



Rebecca L. Johnson

Jefferson County Board of Commissioners

Wayne Fording, Commission Chair

Date: 12/28/23

Date: \_\_\_\_\_

## Jefferson County Fair Complex

430 SW Fairgrounds Road Madras, Oregon 97741

Phone : 541-325-5050

Email : smobley@jeffco.net



### Entertainment Contract

This Contract is made by and between Jefferson County by and through the Jefferson County Fair Complex (JCFC) and **The Andrew Mathews Band** (Artist) for the hiring of the Artist to perform at the 2024 Jefferson County Fair (Performance).

- 1. Place, Date and Time of Performance.** The parties agree that the time and place of Performance will be at the Jefferson County Fair Complex on **July 25, 2024**, beginning at **8 PM** and ending no earlier than **11 PM**.
- 2. Description of Performance.** Performance will be a musical performance with content determined by Artist, with Artist's acknowledgment that the Jefferson County Fair is a family event and content shall not be offensive or lewd.
- 3. Compensation.** JCFC will pay Artist compensation for the Performance in the amount of **\$3,800.00**. No agent's commission will be paid. Payment will be made by check following the Performance. A completed W-9 must be on file with JCFC prior to payment.
- 4. Other Provisions.** JCFC will provide a stage of at least 20x30 feet with either three regular 110 electrical outlets on separate circuits or a 220 source to the stage area. All sound and light production will be provided by JCFC. Artist has the right to alter the stage and its decorations enough to provide an attractive set but cannot alter any permanent fixtures or special decorations provided by the purchaser. Artist is responsible for furnishing all musical equipment necessary to comply with the terms of this contract.

JCFC will provide at its own expense, **3 Double Queen** hotel rooms at the Inn at CrossKeys.

**5. Promotion.** Artist shall provide JCFC a video promoting their performance at the Jefferson County Fair and will post no fewer than 5 promotional posts on social media, including:

- 1 Facebook Event
- 2 Facebook posts promoting the performance
- 2 Instagram posts promoting the performance

**6. Independent Contractor.** Artist shall at all times have complete supervision, direction and control over the service of his personnel in the course of the work of this Contract and expressly reserves the right to control the manner, means and details of the Performance. The Artist executes this Contract as an independent contractor, not as an employee of the JCFC.

**7. Cancellation.** In the event of cancellation by Artist, JCFC may pursue costs in an amount necessary to mitigate damages.

**8. Force Majeure.** The performance of the Agreement by either party shall be subject to force majeure, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, governmental regulation or advisory, recognized health threats as determined by the World Health Organization, the Centers for Disease Control, or state or local government authority or health

agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), or other similar occurrence beyond the control of the parties, where any of those factors, circumstances, situations, or conditions make it illegal, impossible, inadvisable, or commercially impracticable to hold the Event or to fully perform the terms of the Agreement. The Agreement may be cancelled by either party, without liability, damages, fees, or penalty, and any unused deposits or amounts paid shall be refunded, for any one or more of the above reasons, by written notice to the other party.

**9. Recording.** Recording and/or reproduction of artists' performance is prohibited without written consent of the Artist.

**10. Copyright.** Artist shall be solely responsible for the payment of any and all royalty fees payable as a result of the performance of any copyrighted music or matters performed pursuant to the copyright laws of the United States and will hold harmless and indemnify JCFC from any claims therefrom.

**11. Parking.** JCFC will secure sufficient parking for Artist's equipment vehicle(s)/trailer(s) within a reasonably convenient distance to actual performance venue for a minimum period of 2 hours prior to the Performance and lasting until a minimum of 2 hours after the Performance.

**12. Security, Health and Safety.** JCFC warrants that the venue will be of sufficient size to safely conduct Performance, that venue is of stable construction and sufficiently protected from weather and that there will be adequate security and/or emergency responders available. Artist acknowledges and agrees to abide by JCFC policy against explosives, pyrotechnics and open flames.

**13. Indemnification.** Artist shall be solely responsible for any and all injuries to any and all persons or property resulting from Artist's performance of this Contract. Artist further agrees to indemnify, hold harmless and defend JCFC and Jefferson County, its officers, agents, representatives and employees from and against all claims, suits, actions, damages, costs, losses and expenses in any manner resulting from, arising out of, connected with or related to activities of Artist, its officers, employees, subcontractors or agents in the course of this Contract. JCFC indemnifies and holds Artist harmless for any claims of property damage or bodily injury caused by Performance attendees not resulting from Artist's acts, omissions, or negligence.

**14. Severability.** If any portion of this Contract is in conflict with applicable law, such portion will become inoperative, but all other portions of the Contract will remain in force.

The below-signed Artist Representative warrants that he/she has authority to sign this Contract on behalf of Artist.

Florian Laguero  
Florian Laguero

Date: Dec. 28, 2023

Jefferson County Board of Commissioners

\_\_\_\_\_  
Wayne Fording, Commission Chair

Date: \_\_\_\_\_