Crook County Board of County Commissioners Minutes of August 5, 2026, Regular Session

Be It Remembered that the Crook County Board of County Commissioners met in a Regular Session on August 5, 2026, at 9:00 AM in the Crook County Annex Meeting Room, located at 320 NE Court Street, Prineville, OR 97754.

Regular Session Agenda

Board Members Present: Seth Crawford, Susan Hermreck, Brian Barney
Board Members Absent:
Others Present in Person or Via Zoom: County Manager Will Van Vactor; Executive Assistant Breyanna Cupp; County Counsel Eric Blaine; Legal Assistant Alex Solterbeck; Landfill Director Jacquie Davis; Road Superintendent Brad Haynes; HR Director Meghan McKee; Library Manager Kim Bales; Systems Engineer Chelsea Watson; IT Director Blaine Cheney; Airport Manager Kelly Coffelt; Assessment Technician Elsie Ray; Julie Thompson; Lorian Maxham; Prineville Review; Erin; and members of the public.

The meeting was called to order at 09:00 AM.

Public Comment

None

Consent Agenda

1. Approve Minutes

The Board recognized Breyanna for keeping the meeting minutes current and up to date.

MOTION: Susan Hermreck moved to approve minutes as presented. Brian Barney seconded. No discussion. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

Discussion

2. Airport Hangar Land Lease Termination
Requester:
Kelly Coffelt, Airport Manager
Presenter(s):
Kelly Coffelt, Airport Manager
Details: Airport Manager Kelly Coffelt attended the Regular Session and presented a request for approval and signature of a termination of a private hangar lease. The

lease originated from a 2020 transaction in which a new lease was executed, but the prior lease termination was not completed. The oversight was identified during a recent transaction previously approved by the Board. The requested termination will resolve the outstanding documentation and clear the way for the current transaction. Upon approval and signature, the original document will be forwarded to the Clerk's Office for recording and processing.

MOTION: Brian Barney moved to approve the land lease termination. Susan Hermreck seconded. No discussion. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

The Board proceeded to Agenda Item No. 4 and will come back to Agenda Item No. 3.

3. Recommendation for the Appointment of Timothy Kirkman to the Library Board of Trustees
Requester:
Kim Bales, Library Manager
Presenter(s):
Kim Bales, Library Manager
Details: Library Manager Kim Bales attended the Regular Session to recommend the appointment of Timothy Kirkman to the Library Board of Trustees. Following review of the applications and consideration of the Board's current needs, the Library Trustees unanimously supported his appointment. Kirkman was recognized for his commitment to public service, understanding of the community, and interest in supporting the mission and long-term vitality of the library. His term will run through June 30, 2030. The appointment will fill the vacancy, resulting in a full five-member Library Board of Trustees.

MOTION: Susan Hermreck moved to approve Order 2026-32 in the matter of appointment to Crook County Library Board of Trustees of Timothy Kirkman. Brian Barney seconded. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

4. Order 2026-33, Findings of Fact for an ORS 279B.085 Special Procurement
Requester:
Eric Blaine, County Counsel
Presenter(s):
Eric Blaine, County Counsel
Brad Haynes, Road Superintendent
Details: County Counsel Eric Blaine attended the Regular Session to present a request for approval of a special procurement for approximately 7,000 tons of asphalt material. Due to the circumstances outlined by the Road Superintendent, the procurement qualifies for a special procurement under County Code and state law, allowing an alternative purchasing process when specific findings are met, including avoidance of favoritism and substantial cost savings.

Road Superintendent Brad Haynes solicited competitive informal price quotes from asphalt plants in Jefferson, Crook, and Deschutes Counties due to transportation costs associated with suppliers outside Central Oregon. Based on the competitive quotes received, staff recommended awarding the purchase to Tri-County Paving. The anticipated purchase value is approximately $427,800 and is expected to result in substantial cost savings to the County.

The Board was asked to approve Order No. 2026-33, which authorizes a deviation from the County's standard signing authority. Under the order, any one County Commissioner may sign purchase orders for the asphalt materials, up to the cumulative authorized amount, upon receipt of a written statement from the Road Superintendent identifying the total amount approved to date. Eric noted that the required public notice had already been provided, and no comments had been received.

MOTION: Brian Barney moved to approve Order 2026-33 in the matter of making findings of facts for an ORS 279B.085 Special Procurement of Asphalt for Summer 2026. Susan Hermreck seconded. No discussion. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

Manager Report

There was no manager report presented.

Commissioner Updates

Commissioner Hermreck had no report.

Commissioner Crawford reported on a recent visit to the shelter at Eastside Church and noted that the accommodations appeared to be well received and provided a positive environment for those staying there. He expressed appreciation that the individuals were being well cared for and noted that 15 of the 16 individuals staying at the shelter were at work during his visit, indicating that they were continuing with their normal daily activities.

Commissioner Barney reported that the Board had been asked to submit a nomination for the Herman Kehrli Award through the League of Oregon Cities. The nomination is being submitted on behalf of the County, with Steve Forrester being nominated for the award in recognition of his service as a public employee.

MOTION: Susan Hermreck moved to approve the letter of recommendation of Steve Forrester for the Herman Kehrli award and sign out of session. Brian Barney seconded. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

Public Comment

Prineville Review (Justin Alderman) asked whether the upcoming executive session under ORS 192.660(2)(h) involved litigation concerning Justin Alderman. County representatives confirmed that the matter did not involve Mr. Alderman. The Prineville Review then requested permission to attend the executive session remotely due to health-related circumstances and noted that remote attendance would not affect the ability to report on information that may be disclosed during the session. The Board discussed the request and considered guidance from County Counsel. Following discussion, the Board declined the request for remote attendance and proceeded to executive session.

Executive Session

At 9:22AM the Board of Commissioners convened into Executive Session under the following statute(s): ORS 192.660 2(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

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At the conclusion of the Executive Session, the Board of Commissioners convened back into Open Session, inviting members of the public into the meeting room.

MOTION: Susan Hermreck moved to engage outside counsel, to review the potential claims and provide an overview of legal advice regarding next steps. Brian Barney seconded. No discussion. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

MOTION: Susan Hermreck moved to adjourn. Brian Barney seconded. No discussion. Seth Crawford votes Aye, Susan Hermreck votes Aye, Brian Barney votes Aye. Motion Passed 3-0.

There being no further business before the Board of Commissioners, the meeting was **adjourned at 09:48 AM.**

Respectfully submitted,

Breyanna Cupp, Executive Assistant