

Work Session  
August 20, 2019

**BE IT REMEMBERED THAT** the Crook County Court met in a Work Session on August 20, 2019 at 9:00 a.m. in the Administration Conference room located at 203NE Court Street, Prineville, Oregon 97754. In attendance were: County Judge Seth Crawford; County Commissioner Jerry Brummer; County Commissioner Brian Barney; County Counsel office Will VanVactor; Assistant County Counsel Eric Blaine; County Court Secretary Colleen Ferguson; County Treasurer and Interim CFO, Debbie Palmer; Regina Paul, County legal office; County Finance Jeff Caldwell; County Roadmaster Bob O’Neal; Jeremy Thamert, Facilities Manager; Ann Beier, Community Development Director; and County HR Director Kim Barber.

**Request for Public Records Request Fee Waiver from Mark Bowers at Oregon Law Center- Counsel Eric Blaine**

Assistant County Counsel presented the costs involved with the three hour research for a response to a Request for Public Records received from Mark Bowers of the Oregon Law Center. The information was regarding immigration detainees. Total cost, \$99.00. Mr. Bowers has asked that the costs be waived. The Court discussed the costs for employee time, consistency in charging for Public Records requests, and placing a drain on County resources. Court members discussed the request, and declined the request for waiver of fees.

**Discussion of County's priorities to discuss at September meeting of government entities in Prineville- County Judge Seth Crawford**

Judge Crawford informed the Court members of an upcoming community meeting scheduled for September 11, 2019 that will include several entities and the priority of each. Judge Crawford has an idea of three or four top priorities for the County. He needs input of the Commissioner by September 11<sup>th</sup>. Commissioner Brummer suggested each Court member write a list for both short term and long term, and put off this discussion to the August 27<sup>th</sup> Work Session.

Commissioner Barney explained further that this revolves around what will happen to the community and economy when the Data Centers construction is all completed. Judge Crawford discussed how all the entities may want a convention center together with other priority. Will VanVactor asked Judge Crawford to forward the email regarding this meeting and the plans surrounding it. Commissioner Brummer said the top priority for all was when these would be going out for bonds.

**Easement of Property to Parks & Rec- Eric Blaine**

Mr. Blaine provided information regarding the easement on County property to the Parks and Recreation District. This is the 200 foot property that is the set-back property owned by Crook County on the rim rocks. Mr. Blaine is comfortable with the easement agreement and pointed out the changes included in the document that refer to: 1. no fee for recreation, recreational immunity, no liability to the property owner and no tort claims to be filed against the County. The Parks and Rec. may want to charge for parking on this non-exclusive easement property; 2. Easement is non-exclusive to Parks and Rec. If the County allows someone else the use that easement and it is disturbed, the liability in on the County, and 3. The Parks and Rec’s indemnity, they do not have to grant a waiver of liability if someone else is given permission to use the easement.

The legal description was discussed, and where the actual 200 foot set back and easement property is located. The county court wanted to retain authority to determine where this area is.

Mr. Blaine will wordsmith the agreement and send it to Laura Cooper for review.

**Anderson Perry Task Order re Helibase- Brian Barney**

Commissioner Barney presented the Anderson Perry task order. Anderson Perry was employed for the Helibase Project through Precision Approach, and now Commissioner Barney is proposing that Anderson Perry become the Engineer of Record for the Helibase project.

**Motion:**

Commissioner Brummer moved to accept the authorization appointing Anderson Perry as Engineer of Record for the Helibase project at an amount not to exceed \$28,000 and to sign documents outside of Court. Commissioner Barney seconded the motion. Vote was 3-0, motion carried.

**ADDITION: Discussion regarding hiring a temporary employee for the Finance Department- Kim Barber, Debbie Palmer and Commissioner Barney.**

Debbie Palmer, Kim Barber and Commissioner Barney met yesterday with Jeanine Faria to discuss a summary of services that she can provide to the County Finance Office. She is able to provide 10 to 15 hours per week and is asking \$80.00 per hour. Ms. Palmer said Jeanine Fariae has amazing expertise. Discussion was held on the current pay \$50.00 that Jeanine Faria is receiving. Ms. Palmer said that Jeanine's expertise is pretty high level. Commissioner Barney advised the Court that Janine is now out of the scope for which she was hired. He would like to meet with Andy Parks to discuss this and get his OK. She would not be working through Mr. Parks, but would be an employee of the County. Ms. Palmer said Jeanine Faria is helping with tax season, has a broad knowledge of the current financial software and can help the County transition into the new system. Commissioner Barney explained that we need to have people to bring the County on-line with the Tyler software while others do the daily work. Ms. Palmer provided more information on all the work that Jeanine Faria is doing with the audit, with the budget and putting the budget book together, and plans are that Jeanine Faria will take care of the internal fund structure. Discussion was held regarding the utilization of Jeanine Faria, the projects she is working on, and the money well spent to have her assistance with utilizing all of the current HTE software.

Commissioner Brummer said the Ms. Palmer's duties have increased. Ms. Palmer discussed her role and budgets. She said that Jeanine Faria can take care of all of this and the Internal Fund Structure. Commissioner Brummer asked if she could utilize everything in the existing system. Jeanine Faria has had a lot of experience with HTE and can utilize the software. Commissioner Brummer asked then why go to Tyler if we have software that can do what the County needs. The answer is that the company behind the HTE Software is disappearing and there will be a lack of support. Ms. Palmer said this will be a lot cleaner to move to Tyler if the existing HTE system is working well. Commissioner Barney said it is better to embrace the new system. Ms. Palmer said that Jeanine Faria will get one piece of the new software working well and then add another. Ms. Palmer said the County needs consistency in employees. Discussion held regarding the new IT Director, Troy, moving to Prineville and starting his new position yesterday.

Commissioner Barney and Ms. Barber will talk with Jeanine Faria and discuss the hourly rate and the 7-day termination with Gel Oregon Contract (Andy Parks). Mr. VanVactor will be working with Andy Parks and Gary Smith about the budget for the Mental Health program. Mr. VanVactor will approach Mr. Parks regarding the change for Jeanine Faria.

Ms. Palmer asked to talk about the Helibase insurance. The payments of \$2 million were put in for 2019. Discussion held regarding paying \$2.8 million FY20, projected to come forward. She does not know what the actual is. Maybe Jeanine can work with this as well.

At this time, Judge Crawford adjourned the Court out of Open Work Session and into Executive Session under ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions

**ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions**

Mr. VanVactor advised the Court that there were three items on the agenda for discussion in Executive Session under ORS 192.660(2)(e). At this time, he was withdrew the first real property discussion and moved onto the next.

The other two items were discussed with input on both the resort matter and the Solar Farm matters from Roadmaster Bob O'Neil and Ann Beier, Planning Director.

Following the discussions held in Executive Session, Judge Crawford adjourned the Court out of Executive Session and into Open Work Session, inviting any members of the public into the meeting room.

Judge Crawford convened the Court into Open Work Session.

**Motion:**

Commissioner Brummer moved to direct staff to proceed as was discussed in Executive Session. Commissioner Barney seconded the motion. Vote was 3-0, motion carried.

**Addition: County Facilities Director and Crook County Development Inspector Position**

Planning Director Ms. Beier and HR Director Ms. Barber discussed the moving of Jeremy Thamert into his Facility/Maintenance position full time as soon as possible. Building Official Randy Davis wants to put out a recruitment advertisement first. They understand that Mr. Thamert would like to move Mr. Thamert to his new position and they would like to help him transition into his new role and salary. The transition is a change in salary. Since Mr. Thamert is performing in both positions at this, part time in both, he is making two different hourly wages. For the CCCD position, \$35.78 and the Facilities/Maintenance position, \$40.93. Mr. Thamert is requesting to be paid \$40.93 for all of his hours since he is working both so often. Originally it was to be CCCD 50% and Facilities/Maintenance 50%. At last check, it was Facilities/Maintenance 80% and CCCD 20%. Mr. Thamert would like to have all hours paid at the newest pay rate. He is asking to be ushered out of CCCD because he is really buried and

needs to focus on maintenance issues. Ms. Beier discussed how to break this out. At some point, CCCD will have to let Mr. Thamert go. The time is down to 20% at present, and they will be paying the higher pay range. In September it should be 20.80 % and in October, 10 and 90 % until the CCCD position is filled. By November 1<sup>st</sup>, the recruiting effort should have someone in that role.

Commissioner Brummer asked if Mr. Thamert is planning on keeping his licensing for the inspector position so he can be used in CCCD if needed.

Mr. Thamert was asked to join the Work Session discussion. Commissioner Barney advised Mr. Thamert that discussion was being held regarding his request of pay rate. Mr. Blaine explained that any public employee compensation discussion has to be public.

Ms. Barber reviewed the discussion held earlier with the Court and the percentage expected for hours worked in the Facility/Maintenance position and CCCD for the months of September and October. Mr. Thamert was asked if he is planning to maintain all of her certifications. Mr. Thamert said he plans on retaining them all and maintaining them and he had told Randy David that he would be maintaining the certifications. Mr. Thamert said he would cover Facebook inspections and he believes that 20% is good. Mr. Beier asked if it would be 20% until November and then assess the situation and discuss more time. Ms. Beier and Mr. Thamert discussed the pay at the higher rate until November. Mr. Thamert will remain on-call for the CCCD and the funding will be at the Facility/Maintenance level. Ms. Barber said the goal was always to move Mr. Thamert to Maintenance permanently. Ms. Beier said the rationality for the higher pay is that CCCD will pay at the higher rate by buying his time in advance. Just a transfer of funds. Mr. Thamert discussed performing and requirements of certification. He does not want it thought by anyone that he was showing discontent through CCCD. He was assured that no one took it that way. Commissioner Barney said Maintenance is such a busy job, so much to do. It's time to draw the line and take care of the employees and the facilities.

There was no need for a motion. This will be handled through a HR PA.

Judge Crawford adjourned the Work Session at 10:50 a.m.

Respectfully submitted,

***Colleen Ferguson***

Colleen Ferguson, Crook County Court Secretary