

BE IT REMEMBERED THAT the Crook County Court met in a regularly scheduled work session on February 21, 2017 at 9:30 a.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon 97754. In attendance were: County Judge Seth Crawford; County Commissioner Jerry Brummer; County Commissioner Brian Barney; County Counsel Jeff Wilson; Assistant County Counsel Eric Blaine and County Court Secretary Colleen Ferguson.

Members of the audience in attendance: Pete Sharp; Darlene Harpster; Jerry Milstead; Kelly Coffelt; Kathy Gray and Teresa, HR.

Judge Crawford Opened the County Work Session for February 21, 2017.

- Forest Service Helibase-- Presentation by Kelly Coffelt, Manager, Crook County-Prineville Airport, regarding the Helibase project at the airport. Overall budget is \$ 8 million dollars. Connect Oregon grant received for \$2 Million. \$4 million to come from County and be repaid from lease payments from the Forest Service. Mr. Coffelt presented different parts of the project and the costs involved with those portions of the entire project. Mr. Coffelt expects to have the specifications and lease documents from the Forest Service in the next two to four weeks.
- Compensation study process—Teresa Hermann, HR, presented information on the need to upgrade the broken compensation tool currently used by the County and the make policy changes regarding regrading of employees. The policy change would move away from the current practices of regrading and have a new study done by a 3rd party. Also new positions to go to the company doing the comp study for regrading. There are six Counties used to compare Crook County grading and payroll. Other changes for the employees were discussed such as ID Badges and upgrading the security for County offices. Discussion was held on using the income of the counties, not just population when compiling the costs for operations of the county that had to do with employee costs.
- Judge Crawford presented information on the Forum to be presented the last of March on “Coordination”. This will include presenters from Wyoming, Northern California and Portland. Judge Crawford is asking for funding from Administration to help pay for the travel of the presenters. The Forum will be held regarding the Natural Resources Plan, and Judge Crawford believes it is important to have people here to provide the information on coordination.
- County Counsel Jeff Wilson introduced Jerry Milstead. He has asked Mr. Milstead here today to talk with the Court regarding serving the County as the backup project manager on the Jail Project, looking out for the County’s interest in the project and making sure the jail is built to County expectations and standards. Also, Mr. Wilson discussed with Mr. Milstead serving as project manager on the annex project, upgrading the annex located at 320 NE Court Street. The annex has several deficiencies including HVAC Systems and roof issues. Mr. Wilson will prepare a scope of work for review and have Mr. Milstead review the scope as he considers working as a County employee to do the assessment of needs of the annex instead of putting out an RFP and working as jail project manager.

- Commissioner Brummer discussed with the Court regarding AOC County College meetings and dates. He believes that both he and Commissioner Barney would gain a great deal of knowledge regarding County Government by attending these training seminars and classes. He would like to make sure that no meetings are scheduled on the same dates as the AOC County College meetings.

There being no further matters before the Court for discussion today, Judge Crawford adjourned the County Work Session.

Respectfully submitted,

Colleen Ferguson

Colleen Ferguson,

Crook County Court Secretary