

Approved July 16, 2014

Minutes of the May 27, 2014 Crook County Court work session

Persons present:

- Judge McCabe
- Commissioner Fahlgren
- Kathy Gray, Treasurer/Finance Director
- Jeff Wilson, County Counsel
- Eric Blaine, Assistant County Counsel
- Jerry and Darlene Harpster, members of the public.

Meeting began at 9:01am. The meeting was recorded on track C-01-01.

Item One: The Crook County compensation study.

Crook County engaged the services of LGPI (Local Government Personnel Institute) to conduct a study of employee compensation. Kathy Gray presented a final version to the commissioners today, which incorporates changes previously discussed. The request from staff is that the commissioners vote today to approve the compensation study as presented, in time for its incorporation into the budget document to be discussed at the June 4 meeting.

Discussion on how to present this material to employees and department heads. Jeff will work with Colleen to schedule a Department Head meeting for tomorrow morning, and Kathy will distribute the study results in separate, department-sized portions today. The entire compensation study will be available to anyone who asks.

Commissioner Fahlgren made a motion to accept the compensation study as presented. Judge McCabe seconded. Motion was approved, 2-0.

Item Two: Assistant County Counsel's projects.

Eric Blaine discussed some of the projects he'll be working on this week. The discussion apprised the commissioners of some of the major issues involved in different projects and other pertinent information. If and when documents are completed, they will be presented to the commissioners at a regular meeting of the County Court for review and approval.

Item Three: County Counsel's projects.

Jeff Wilson discussed some of the project he'll be working on this week, including that morning's circuit court appearance on a code compliance case. The discussion apprised the commissioners of some of the major issues involved in different projects and other pertinent information. If and when documents are completed, they will be presented to the commissioners at a regular meeting of the County Court for review and approval.

Jeff Wilson asked whether the commissioners would like to change the scheduling of these weekly work session meetings to once every two weeks. The commissioners decided that the current arrangement worked well enough.

There being no further matters, the meeting was adjourned at 9:50am.

Respectfully submitted,  
Eric Blaine

**BE IT REMEMBERED THAT** the Crook County Court held a Regular Session on June 18, 2014 beginning at 6:00 p.m. in the County meeting room located at 320 NE Court Street, Prineville, Oregon. In attendance were: County Judge Mike McCabe; County Commissioner Ken Fahlgren; County Commissioner Seth Crawford; County Counsel Jeff Wilson; Assistant County Counsel Eric Blaine and County Court Secretary Colleen Ferguson.

Members of the public signing the attendance log were: Sher Eriksen, Prineville; Dave Scott, Prineville; Darlene Harpster, Prineville; Casey Daly, Crook County Fairgrounds Manager; George Elsom, Prineville Insurance, Prineville; Holli VanWert, Prineville-Crook County Chamber of Commerce; Dean Sparks, Prineville; Leroy Gray, Crook County Landfill Manager; Kathy Gray, Crook County Treasurer; Dock Kerbow, Prineville; Tim Deboodt, Extension; Rebecca Wagner, Powell Butte; Travis Garner, Prineville and Walt Wagner, Powell Butte.

The media received notice of the meeting.

Judge McCabe called the meeting to order at 6:05 p.m. with all Court members present. He asked George Elsom to lead in the Pledge of Allegiance.

### **CONSENT AGENDA**

1. Approve: Minutes of May 7, 2014 , May 19, 2014 Special Session, May 21, 2014, May 27, 2014 Work Session
2. Approve: Order 2014-23, designating separate revenue line items within the Community Development budget to be set aside for building inspection purposes pursuant to ORS 455.210
3. Order 2014-30: Findings of fact regarding brand name, and authorizing CCSO to purchase radio repeater equipment
4. Approve: Order 2014-31, disposal of unclaimed personal property by the Crook County Sheriff's Office
5. Approve: Order 2014-35, appointment to Mental Health Advisory Board
6. Approve: Order 2014-36, Appropriation Transfer, General Fund, Grant Fund, Reserve Fund and Enterprise Fund
7. Approve: Order 2014-37, Increased appropriations, Wolf Committee, CO Capital Reserve and Fairgrounds Spec. Projects
8. Approve: Oregon State Marine Board Contract Renewal
9. Approve: Amendment 2 to OHA funding agreement # 142672, "My Future My Choice"
10. Approve: Amendment 1 to Lease Agreement and Amended job Description as Fairgrounds Caretaker/Maintenance Worker
11. Approve: Participating provider agreement with Moda Health Plans, Inc.
12. Approve: Jail Bed Lease Agreement/Jefferson County
13. Approve: Agreement to Provide Services between Crook County and the Humane Society of the Ochocos
14. Approve: Request to release assignment of bank account for security purposes, Quail Canyon Road/Oregonians Credit Union
15. Approve: Plat Map/ Brasada Phase 8 of PUD
16. Approve: Oregon Dept. of Corrections Measure 57 funding agreement
17. Approve: Oregon Water Resources Dept. Assistant Watermaster funding agreement

- 18. Approve: Application for Non-Profit Landfill fee waivers: Soroptimist of Prineville; Crook County Habitat for Humanity; Humane Society of the Ochocos; St. Vincent de Paul of Crook County; Lutheran Community Services North West.
- 19. Approve: Amendment #2 to Grant in Kind funding agreement, Oregon Department Corrections, Contract #4804
- 19A Approve: Vehicle use agreement between Crook County and Crook County/Prineville Chamber of Commerce
- 19B IGA – Crook County & City of Bend for electrical inspections
- ADDITION Order 2014-39, appropriation transfer General Fund, Community Development**

The Court reviewed the Consent Agenda. Item 2, Order 2014-23, was removed for further discussion and to be brought back at a later date for consideration of approval. Item 10 was removed for further discussion during tonight's meeting. Order 2014-39 was a late addition to the agenda.

### **Motion**

Commissioner Fahlgren moved to approve the Consent Agenda removing item number 2 to be brought back at a future meeting and removing item 10 for further discussion during tonight's meeting. Also, the addition of Order 2014-39, appropriation transfer for General Fund, Community Development was added. Commissioner Crawford seconded the motion. The vote was 3-0, motion carried.

### **Item 10, Amendment 1 to Lease Agreement and Amended job Description as Fairgrounds Caretaker/Maintenance Worker**

Casey Daly, Manager, Crook County Fairgrounds, joined the Court to discuss County Employee Dennis Ralls. Mr. Ralls has been working not more than 80 hours per month and living on the Fairgrounds in a manufactured home. Mr. Daly recommended to the Court changing Mr. Ralls job description and salary to include enough hours to meet the eligibility requirements for full benefits and allow for him to pay a lease amount for the manufactured home. Mr. Ralls acts as security, checking and locking up the Fairgrounds, turning all the lights off and being available for those renting facilities if needed. He has been on a state program and has been a great employee.

Mr. Daly said that this year at budget hearing, discussion was held regarding changes to Mr. Ralls job description, to seven days a week as night security. Mr. Ralls job description, compensation and living arrangements in the home on the Fairgrounds were discussed. Discussion was held on the amount to charge for the lease of the home. \$500 was mentioned, Judge McCabe suggested \$325. Mr. Daly will keep track of actual hours of work and will adjust Mr. Ralls schedule to fit within the hours allowed. Mr. Daly has allowed for benefits in the Fairgrounds 2014-2015 budget. Mr. Ralls must work 120 hours to qualify for benefits. The job will be at least 120 hours but not more than 144 hours, full benefits and Mr. Ralls will reimburse the County \$325 per month for the home including utilities. Kathy Gray, County Treasurer, said the \$325 for the home will be a deduction from Mr. Ralls pay check.

County Counsel will draft an amendment to the lease agreement and job description. It will be available for signature at the July 2, 2014 County Court meeting.