

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
Wednesday, July 18, 1984
Page 1

COMMISSIONERS PRESENT: Gerald A. Woodward, Chairman
F. E. Knight, Vice-Chairman

COMMISSIONERS ABSENT: Carol Williams, Commissioner,
Compassionate Leave

STAFF PRESENT: Lynn Rosik, County Counsel
Susan Becraft, Acting Recording
Secretary

CALLED TO ORDER: By Chairman Woodward at 9:45 a.m.

ITEM NO. 2: CONSIDERATION OF MINUTES: Commissioner Knight made a motion to approve the minutes of May 23rd and 30th as presented. Chairman Woodward seconded the motion which carried with two aye votes.

The Commissioners signed both sets of minutes.

The secretary discovered the tape recorder was malfunctioning and Chairman Woodward restated the date for the record.

UNSCHEDULED: AOC GROUP LIFE, MEDICAL, AND DENTAL INSURANCE PROGRAMS FOR 1984-1985: Ms. Becraft stated Ms. Brunson, Book-keeper and Kathy Kelso, Personnel Director had reviewed and indicated which options should be marked.

Commissioner Knight made a motion to authorize the Chairman to sign the Group Life Insurance Program as presented. Chairman Woodward seconded the motion which carried with two aye votes.

Chairman Woodward signed the application for insurance.

UNSCHEDULED: KEY TO GAS TANK: Chairman Woodward said the Sheriff and Assessor have had a disagreement over the key to the gas tank. The Sheriff called the day before and told Chairman Woodward he had drained one tank and filled it with 1,000 gallons of gas and billed it to the Road Department. The tank was unlocked.

Chairman Woodward called Mr. Oshel and asked for a padlock, but it didn't fit so Chairman Woodward got one out of his tool box. He has the only key. He asked how the situation should be handled. The Assessor could be offered the gas, if he would pay for it, and put his own padlock on it. Chairman Woodward said he had been given the choice of billing the Road Department or being billed personally for the gas.

There was discussion about the Sanitarian also using the gas and Commissioner Knight said people should keep accurate records. Chairman Woodward said that has been the problem all along. The

Commissioners discussed various ways of keeping more accurate records.

UNSCHEDULED: MS. ROSIK'S LETTER OF RESIGNATION: Ms. Rosik handed the Commissioners a letter of resignation which Chairman Woodward read. Her resignation is effective August 10, 1984. There was discussion about the job Ms. Rosik has accepted in Linn County as an Assistant County Counsel.

Chairman Woodward said our loss is their gain and he didn't want to see her go.

Commissioner Knight made a motion to regretfully accept Ms. Rosik's resignation as County Counsel and wish her well in Linn County. Chairman Woodward seconded it regretfully and the motion carried with two aye votes.

UNSCHEDULED: MS. RICHARD'S LETTER OF WITHDRAWAL AS A CANDIDATE FOR THE TREASURER'S POSITION: Chairman Woodward read a letter from Ms. Richards which said due to updated information about the appointment of County Treasurer, which requires the individual to run for office in the November election, she was withdrawing her name so she can remain in her present position as Chief Deputy Treasurer.

Commissioner Knight made a motion to accept the withdrawal of Karen Richards as applicant for the Treasurer's office. Chairman Woodward seconded the motion which carried with two aye votes.

UNSCHEDULED: LETTER FROM SECRETARY OF STATE'S OFFICE: Chairman Woodward said three districts have not filed audit reports. They are Hunt Water District, Long Prairie Water District, and Three Rivers Road Ranch District. The Secretary of State is asking what the Board's action will be.

Chairman Woodward said a letter should be sent to the districts. Ms. Rosik will write the letters to the district.

Karen Rathe, Headlight Herald, arrived and Chairman Woodward reviewed what had happened during the course of the meeting for her information.

ITEM NO. 3: DESIGNATION OF REPRESENTATIVE AND ALTERNATE TO OCZMA: Chairman Woodward said last year Commissioner Williams was the representative and Commissioner Knight was alternate. He felt it should remain the same in 1984-85.

Commissioner Knight made a motion to continue on with the designation of representative and alternate to Oregon Coastal Zone Management Association--Commissioner Carol Williams being the designated member and Commissioner Knight as the alternate.

Chairman Woodward seconded the motion which carried with two aye votes.

ITEM NO. 4: ENDORSEMENT OF FENK FAMILY AS OREGON STATE'S DAIRY FAMILY OF THE YEAR: Chairman Woodward stated he received a phone call from Orella Chadwick asking if the Commissioners would send a letter in support of the Fenk Family's nomination as Oregon State's Dairy Family of the Year. The Farm Bureau, Creamery Association, and Soil and Water Conservation are sending letters in support.

Commissioner Knight made a motion the county write a letter in support of the Fenk Family as Oregon State's Dairy Family of the Year. Chairman Woodward seconded the motion which carried with two aye votes.

Ms. Rosik suggested Mr. Affolter write the letter.

ITEM NO. 5: DANCE HALL PERMIT FOR TILLAMOOK COUNTY C. BERS, INC.: Commissioner Knight made a motion to approve the Dance Permit for the Tillamook County C. Bers for August 18, 19, 1984 and waive the fee. Chairman Woodward seconded the motion which carried with two aye votes.

The Commissioners signed the Dance Hall Permit.

UNSCHEDULED: INVITATION TO SPEAK TO LIONS: Chairman Woodward said the Commissioners had an invitation requesting one of them to speak at the Lions Club on August 7. Commissioner Knight said it was a good job for the Chairman and he suggested Chairman Woodward take someone from the Fair. Chairman Woodward said he will take Don Helwig and handle it.

UNSCHEDULED: DISCUSSION ABOUT TREASURER'S POSITION: There was discussion whether the Board should take action this day. Chairman Woodward felt all three Commissioners should be present.

UNSCHEDULED: LETTER ENDORSING FENK FAMILY AS OREGON STATE'S DAIRY FAMILY OF THE YEAR, (CONTINUED): Vic Affolter, Planning Director, arrived at this time. Chairman Woodward asked Mr. Affolter to write the letter for the Commissioners' signature.

ITEM NO. 6: APPOINTMENT OF PLANNING COMMISSION MEMBER: Vic Affolter, Planning Director, was present.

Mr. Affolter explained there had been a long-standing vacancy in the North County representation. There are also two terms due to expire shortly which were advertised. Two people applied from North County whom he felt worthy of consideration for the long-standing vacancy.

Mr. Affolter gave some informational background on the two applicants. Victor Howell is a member of the Manzanita Planning Commission, owns Neah-kah-nie Sheet Metal, and is President of the North Coast Builders' Association. Tom Binder is an architect who lives in Neah-kah-nie.

Mr. Affolter said he had not met either of the applicants, but both have direct experience in planning and building which he thought was excellent.

There was discussion about potential conflict with Mr. Howell's being on both the county and city planning commissions. Ms. Rosik said she saw no legal problems as both were volunteer positions. Mr. Affolter saw no problem with people from an urban area being on the county commission as those people should also be represented.

Commissioner Knight asked Mr. Affolter if he had a recommendation and he said, "No."

Commissioner Knight said both candidates would be good. He made a motion to appoint Victor Howell. Chairman Woodward seconded the motion which carried with two aye votes.

An Order had not been prepared.

ITEM NO. 7: APPROVAL OF COUNTY LETTERHEAD: Jim Stanford, Data Processing, was present.

Mr. Stanford showed the Commissioners the letterhead proof. He will ask for paper samples to bring for Commission approval.

Commissioner Knight made a motion to approve the letterhead design as presented. Chairman Woodward seconded the motion which carried with two votes.

ITEM NO. 8: CONSIDERATION OF ACQUISITION OF ADDITIONAL DISK DRIVE: Mr. Stanford said he had originally thought he had enough storage to get by until the next fiscal year and still may have, but space is running out faster than he expected. He has been purging some items which are being recorded on tapes. The law requires some items to be kept seven years.

Burroughs said there would be about nine months' lead time after ordering the disk drive. Mr. Stanford felt the disk drive should be ordered now so it would come in January or February when it will be needed.

Mr. Stanford said the last time the interest rate was 8.5 percent and Commissioner Knight thought the county earns 10 percent. Mr. Stanford said the total price is \$25,000 with a monthly payment

of \$550. The current disk drives hold 130 million bytes and he is proposing one which holds four times the amount. It would more than double the space.

Mr. Stanford said since Mr. Simpson is leaving they have been working on the Treasurer's budget instead of the voter registration. The Clerk's office hasn't shown much interest in the computerization.

Mr. Stanford said the original contract ends in May, 1985 and the payment is \$2,200 per month. If he was allotted the same amount of money in 1984-85 he would have the funds in his budget to pay cash. There would be no penalty for early payoff. He can make the monthly payments now.

Commissioner Knight made a motion to authorize the acquisition of the additional disk drive as presented with about a nine-month lead time and authorize Mr. Stanford to go ahead and order the disk drive. Chairman Woodward seconded the motion.

Mr. Stanford said he had talked to Mr. Simpson who had thought this was a good idea.

The Chairman called for the vote which carried with two aye votes.

ITEM NO. 16: CONSIDERATION OF RELEASE OF PERFORMANCE BOND FUNDS TO CTC DEVELOPMENT: Because of a misunderstanding in the time this item was on the agenda, Benny Taylor came early. Chairman Woodward said the Road Department had inspected the roads and the matter would be taken care of later in the meeting. There will also be a right-of-way going in on the road where the rock quarry is located. Mr. Taylor said this would be all right and also to send him the letter releasing the funds.

ITEM NO. 10: COST ESTIMATE REGARDING FLOOR COVERING IN JAIL: Lt. Jim Wagner, Corrections Officer; and Mr. Simpson, Treasurer; were present. Because Lt. Watters was not present for agenda Item no. 9, Item no. 10 was discussed first.

Lt. Wagner had received quotes from Dave's Upholstery (\$2,717.25 for 903 square feet) and Carpet Corner (\$1,467.45 for 945 square feet). He didn't know why there was such a difference in price.

Lynn Rosik asked if there was a third place to get a quote and Lt. Wagner said he had looked in the phone book.

Lt. Wagner said regular tile, the same as in the kitchen and laundry room, would be put down. Commissioner Knight asked if they would prepare the floor. Lt. Wagner said he talked with Dave's Upholstery and they said they could put it right over the

existing painted surface. The Carpet Corner said it should be cleaned up. The tile is 1/8 inch thick tile, commercial grade. He would put it in the two day use areas and the dormitory. The cells and area in back are holding up well with the sealant.

Lt. Wagner had talked to Mr. Simpson who indicated there may be some money left over from what was borrowed to remodel the jail. Chairman Woodward said there had been a change order when the jail was remodeled allowing them not to put down the floor covering all the way through. In order to save money the sealant was put down.

Preparation for the tile was discussed again. Lt. Wagner said Carpet Corner indicated it needed some preparation, and Dave's Upholstery said no preparation will be needed. Both have included preparation time in their estimates. Commissioner Knight questioned whether the floor needed to be ground down or if a new floor had to be poured. Lt. Wagner said the paint needed to be removed because he was afraid the tile would not stick to it. He said Carpet Corner had figured in four hours, but he didn't know what it was for.

Commissioner Knight made a motion to accept the bid by Carpet Corner for the laying of the tile flooring in the jail with the stipulation that if there is any more cost of preparation for the laying that we would like to be advised before we sign the contract.

Chairman Woodward noted Dave's Upholstery had the quote which included the four hours preparation time. He said the county would have to find out what preparation was needed.

Chairman Woodward seconded the motion and added the total bid was \$1,467.45. Lt. Wagner said he would check on the preparation.

The motion carried with two aye votes.

ITEM NO. 9: BAY CITY LAW ENFORCEMENT CONTRACT: Lt. Watters was present and explained Lt. Tom Dye who negotiated the contract, was away.

Lt. Dye had met with the Bay City Council. Bay City has been pleased with the contract service, but the council wanted more input on what happens during the time the city is not covered by the contract. There is a lot of criminal activity going on in Bay City. They agreed to pay extra, if it costs extra. Lt. Watters said it would cost more to obtain more detailed information.

The Council also asked to have an officer at the council meetings which are held the second Tuesday of each month and last

about two hours. There is a small change in the recording form, but the main crux is the request for more information regarding what happens the two hours a day they are not under contract. The Sheriff's Department is willing to do this.

Commissioner Knight asked if this was all on "off-hour duty." Lt. Watters said, "Yes." Lt. Watters said they still drive through Bay City and answer any complaints.

Lt. Watters asked what the contract listed as far as cost. Ms. Rosik said it is \$13.52 per hour and Lt. Watters said he knew that was a slightly increased amount.

Ms. Rosik verified the representatives from Bay City had signed the contract as well as Sheriff Wilson. She stated she didn't see any problems with the contract.

Commissioner Knight made a motion to approve the agreement modification between Tillamook County and the city of Bay City for police protection as presented. Chairman Woodward seconded the motion which carried with two aye votes.

The Commissioners signed four copies of the Agreement Modification.

ITEM NO. 11: TILLAMOOK COUNTY SALARY SURVEY: Kathy Kelso, Personnel Director; June Wagner, Clerk; Robert Wilson, Assessor; and Jon Oshel, Public Works; were present.

Ms. Kelso handed the Commissioners copies of a salary survey she had prepared. She said she surveyed the positions that have specialized educational/training requirements and she read them aloud. The average salaries are shown. There are no high and low ranges for the county because the majority of the employees are at the top step because they have been here longer than 18 months. Ms. Kelso said all are underpaid, but County Counsel, Chief Appraiser, Data Processing Manager and the Personnel Manager are extreme cases.

Ms. Kelso had also surveyed the Public Works Director, Roadmaster, Custodian and a few others, but they were not in typed form. The cases she presented were the most underpaid.

Chairman Woodward asked for and received confirmation that the Chief Deputy D.A.'s salary was listed correctly. Chairman Woodward thought it was higher. Ms. Kelso said these are the rates according to the monthly salary, but not less ten per cent.

The Commissioners said they would keep the information for future reference as there is no money to increase salaries at this time. Ms. Kelso said she would get the county-by-county breakdown as

she had not had time to type it up. The Commissioners said they would appreciate it.

Commissioner Knight asked if Tillamook County paid above any other county. Ms. Kelso said not according to the survey. She had surveyed 15 counties, but got figures from 13.

Chairman Woodward recessed the meeting at 10:59 a.m. and reconvened at 11:05 a.m.

ITEM NO 12: DISCUSSION CONCERNING BENEFITS FOR PART-TIME EMPLOYEES (McNUTT): Kathy Kelso, Personnel; Al Duncan, Surveyor; Steve Simpson, Treasurer; Jon Oshel, Public Works; and June Wagner, Clerk; were present.

Ms. Kelso said there are six part-time employees. All the employees' holiday time, sick leave, and vacation time is being prorated with the exception of Dan McNutt. His was prorated in June. All have been employees quite a while except for one.

Ms. Kelso said there is an inconsistency and she wanted to know if the Board wanted to change everyone back and start prorating everyone from July 1 or if just Dan McNutt should not be prorated. Ms. Kelso said she thought the people should be prorated, but didn't think anyone should be penalized. She suggested prorating any employees hired July 1 or thereafter.

There was discussion about why the benefits had been prorated. Commissioner Knight asked if Bookkeeping had been doing it on their own. Ms. Kelso said she did not know the history.

Ms. Kelso said it was interesting that only holiday, sick leave, and vacation are prorated. Insurance for all part-time employees is paid-in-full. She said she would call other counties to see if that is the way they handle it and if the county is under any obligation to do it. Ms. Kelso said she had never worked anywhere where part-time employees receive the same health benefits full-time employees receive.

Chairman Woodward asked if there was anything in the Union contract. Ms. Kelso said, "Yes." Part-time employees receive benefits, but they are supposed to be prorated.

Chairman Woodward said he was under the assumption all benefits were paid for part-time people because the health benefits are paid. He said as far as he knows it has never come before the board to be prorated. He said he remembered when the agreement was made with Al Duncan not to reduce Mr. McNutt's benefits.

Mr. Duncan said Mr. McNutt was a full-time employee for quite a few years and voluntarily went to reduced hours and then the ten

per cent cut came about. He said he was very hesitant to put Mr. McNutt in the status he is in now.

Commissioner Knight asked if Mr. Duncan could use Mr. McNutt full-time. Mr. Duncan said, "Yes."

Commissioner Knight asked if Ms. Kelso wanted to do more investigating. Ms. Kelso said she felt a decision was needed for Mr. McNutt so payroll can be notified and the employee wouldn't be penalized. She can also do the further research.

Commissioner Knight wanted to know if Mr. Duncan was going to put Mr. McNutt back on full-time so a decision wouldn't have to be made. Mr. Duncan said he would like to keep Mr. McNutt flexible, but if the Board's decision would put him in a compromised situation Mr. Duncan would keep him full-time. Mr. Duncan said he felt it was more semantics than dollars. The dollar value is small. Ms. Kelso agreed.

Ms. Rosik said it was a matter of principle. The Board knows how expensive it is to pay for a benefit package for a full-time employee. It would be paying a lot more per hour for a part-time employee if they received full benefits. Everyone agreed.

Mr. Duncan said Mr. McNutt is working about 89 percent of the available hours. Ms. Rosik said then he is working about 78 percent with the 10 percent cut.

Chairman Woodward said he felt right now Mr. McNutt should not be prorated because of his prior agreement with the board even if it necessitates putting him back fulltime. Chairman Woodward wanted to know the number of hours these other people were working. If they work 21 or 22 hours, a policy needs to be made. Chairman Woodward said he didn't want to go back on his word.

Ms. Kelso said the Board would want to make sure policies have teeth and are across-the-board.

Commissioner Knight made a motion that for now Mr. McNutt's benefits not be reduced and if it is causing a problem then put him back fulltime.

Mr. Duncan said if a situation occurred where Mr. McNutt's hours were getting low he felt he would have to pick up the benefits out of his own pocket. Currently he's working within ten per cent of what everyone else is working.

Chairman Woodward seconded the motion. The motion carried with two aye votes.

Chairman Woodward told Ms. Kelso he wanted to go over the hours the other people work and Commissioner Knight asked her to check with the other counties to see how they handle their fringe benefits.

ITEM NO. 13: DISCUSSION CONCERNING WORK SCHEDULE IN ASSESSOR'S OFFICE: Robert Wilson, Assessor; Kathy Kelso, Personnel; Jon Oshel, Public Works; and June Wagner, Clerk; were present.

Chairman Woodward read the letter from the Tillamook Chapter of the AFSCME Union Local #2734. It said the membership voted unanimously at the July monthly meeting to allow any department in the Courthouse to work a four-day week work schedule, subject to the approval of the Board of County Commissioners and provided the work hours are to be assigned by the Department Head so that the correct number of hours are worked each month. It was signed by the Union President.

Chairman Woodward asked Mr. Wilson how the Board could file a grievance against somebody for this being done without the Board's approval. The Union always files a grievance when the Board does something without their approval.

Mr. Wilson said he didn't do it intentionally. He read the contract and understood it in one manner, Ms. Kelso understood it in another, and the union in a third. His understanding, and it is rumor, is this is being done in other departments in the Courthouse without anyone's knowledge.

Ms. Kelso said her impression of what happened was there was a dissension within the Union. When she talked to the Ex-Union President, Lanetta Scott, she and Ms. Kelso's interpretation was the schedule the Assessor's office was working was a violation of the contract. Ms. Scott put Ms. Kelso on notice she was going to file a grievance and took the first step in grieving it. In the meantime Mike Bradley became President. Mr. Wilson and Ms. Kelso had a meeting with Gene Pronovost who is the representative for AFSCME. Mr. Pronovost said they would be willing to work at a four-day work week if the Union members voted on it and voted to agree to have it done as long as the hours the four-day people worked in a month were the same number of hours the five-day a week people worked.

Ms. Kelso asked payroll if it would be an extreme problem to them and they said, "No." Ms. Cherry worked up a schedule showing the number of hours needed each month for the remainder of the year. Ms. Kelso handed the Commissioners copies of the schedule. The hours vary every month. The work hours would have to be controlled by the immediate supervisor.

Ms. Kelso said she had several calls from supervisors who were concerned about implementing a four-day work week for some departments and not for others. She felt some departments could work four-day weeks, but it would not be possible for others.

Ms. Kelso said time sheets would have to be audited to make sure people worked the correct number of hours each month. Payroll doesn't seem to think it will be a big problem.

Commissioner Knight asked if Mr. Wilson would supervise his employees' hours. Mr. Wilson said, "Yes." He said he had a schedule already worked out and it shows how the hours have to be changed from month to month.

Commissioner Knight asked Ms. Kelso about union negotiations concerning going back to full-time. If they went back 3% now and the remainder later, what effect would it have? Ms. Kelso said they would have to adjust the hours again. Commissioner Knight said it is nice this time of year, but it wouldn't be so nice when it is dark in the winter. Ms. Kelso said employees would not have to work the four-day week schedule forever. They could work four-day weeks in the summer and switch back in winter.

Mr. Wilson said he liked to have the flexibility.

Commissioner Knight asked Ms. Wagner if she would like to go on a four-day week. Ms. Wagner said she had talked to her staff who thought it would be great, but sometimes during elections it would not work. She had no objection to any other department doing it and suggested the Board make it a choice.

There was discussion about the Courthouse already being closed on Friday. Ms. Wagner said the important thing is the employees get the hours in. If the hours are the same it wouldn't make that much difference to payroll if the time sheets add up.

Commissioner Knight asked Mr. Wilson to explain how he could get more work done in the field when he has a rule not to go to peoples' homes before a certain time in the morning. Mr. Wilson said in this appraisal year all or 90 percent of the work is farms. This fact is what triggered the four-day week. The appraisers need to catch the farmers earlier.

Chairman Woodward was concerned about departments going on the four-day week one month and then off the next. Mr. Wilson said that was not his intent.

Again, Chairman Woodward said it was difficult for him to see such a major change treated as if it was minor. When the Board makes a change it is seen as monumental. He said he had a sudden urge to feel obstinate, but he knows he shouldn't. He said the

Board has to get permission from the Union and he would like to see some cooperation reciprocated.

Commissioner Knight said his only quarrel was it came "after the fact." He said if anyone is planning to make any changes they should check with Personnel first and go through the channels. Since this does not affect the public he said he was willing to give this a try to see how this works out.

Commissioner Knight made a motion to authorize the Assessor's department to try a four-day week and see how it works out.

Chairman Woodward said the motion probably should be to authorize any department. Ms. Rosik said it would have to be done department by department as they request it and Ms. Kelso agreed.

Chairman Woodward said the motion stands "just the Assessor's office." He seconded the motion.

Ms. Kelso asked if it would be retroactive to July 1, 1984 since the people are already doing it. Commissioner Knight said the motion is "effective July 1." Chairman Woodward accepted it on his second.

Ms. Rosik said the lesson to be learned is supervisors and every Elected Official in the county who have union employees are bound by the contract and they have absolutely no right to set wages and hours independently of the contract. To think that is to be in violation of the Labor Laws of the state. It is important to go through the Commissioners, otherwise it puts the county in a position of liability.

The vote was called and the motion carried with two aye votes.

ITEM NO. 14: CONSIDERATION OF DAVID KREBS' REQUEST FOR EXCESS VACATION ACCUMULATION: Jon Oshel, Public Works, and Kathy Kelso, Personnel, were present.

Mr. Oshel said Mr. Krebs wanted to take an extended vacation next summer. Mr. Oshel said he would be able to handle Mr. Krebs' absence for a month to six weeks.

Commissioner Knight made the motion to approve the excess vacation accumulation request for David Krebs with the approval of his supervisor. Chairman Woodward seconded the motion which carried with two aye votes.

ITEM NO. 15: DISCUSSION CONCERNING PROPOSED SPRING CHINOOK REARING POND ON ELECTRIC CREEK AT MOUTH OF MIAMI RIVER: Jon Oshel was present.

The Board had received a letter from the Oregon Sport Salmon Fishermen's Association.

Chairman Woodward explained access to the piece of property where the rearing pond will be located is across county property. This property happens to be the same piece of property the county has an agreement with CTC Development. The rearing pond will be on state land (old place where Garibaldi used to get their water). They only need an access from the county.

Mr. Oshel said two documents were needed, an access easement for them and a condition on Benny Taylor's lease stating an access easement does exist and he must abide by it. It will not affect him.

Commissioner Knight made a motion to approve the easement for the rearing pond on Electric Creek at the mouth of the Miami River to raise spring Chinook salmon for five years.

Chairman Woodward seconded the motion which carried with two aye votes.

Ms. Rosik will take care of the documents.

ITEM NO. 16: CONSIDERATION OF RELEASE OF PERFORMANCE BOND FUNDS TO CTC DEVELOPMENT: Jon Oshel was present.

Mr. Oshel said the road has been inspected and is complete. He recommended the bond be released. He had not seen the documents to release the funds.

Ms. Becraft did not feel the release of funds letter was adequate as it did not list the account number nor state the conditions of the agreement had been met. Mr. Oshel agreed and said he would write the letter for the Commissioners' signature.

Commissioner Knight made a motion to go ahead and sign the bond release on CTC Development when it is prepared by the Road Department, subject to County Counsel's review. Chairman Woodward seconded the motion which carried with two aye votes.

ITEM NO. 17: MISCELLANEOUS PUBLIC WORKS: Jon Oshel was present.

Overtime and Comp Time Policy: Kathy Kelso, Personnel was present. Mr. Oshel said he understood the policy was for the Courthouse and there would be another policy developed for the differences in the Road Department. Ms. Rosik asked who told him that. Mr. Oshel stated this information was from the Commissioners. Ms. Kelso said the Sheriff wants a separate policy too.

Mr. Oshel said there is a problem with putting all the road department foremen and managers on a no overtime compensation basis. He was suggesting an increase in pay. The monthly salary is going up, but the annual pay is probably going down based on the prior policy that when they were out on call at night they got time and a half. They will no longer receive overtime pay, but the change in monthly pay would compensate them for the difference.

Ms. Rosik asked if everyone in the Courthouse who is no longer eligible to receive overtime compensation would receive a salary increase. Ms. Kelso said the Sheriff's Department had the same question. Ms. Rosik said the Road Department already receives higher salaries than virtually every manager in the Courthouse. If they were compared to the other salaries in the survey Ms. Kelso presented today, they will be paid more than almost everyone on that list.

Ms. Rosik felt it would compound the problem further if the raises were given to the Road Department. She said it didn't make any difference that some departments have different funding sources. It would open the county to further liability if the county kept on giving pay increases to the Road Department and not to the Courthouse employees.

Mr. Oshel said his basic problem with the adopted policy is the Road Department foremen are actually getting a pay cut. Ms. Rosik said that was done to a lot of other people too. Mr. Oshel said that there is a certain amount budgeted (they were being paid this amount of money with the overtime) so, it wouldn't be requiring additional money.

There was discussion about who in the Courthouse comes in at night. The Sheriff's Department does, but they are paid overtime. The Juvenile Department and Mr. Cruse are also called in but, are not going to be compensated.

Mr. Oshel said if someone was receiving overtime compensation this is not an additional expense. Ms. Kelso said the issue is they were not entitled to receive that overtime compensation in the beginning. Ms. Rosik said if the money were available it could go into other things such as asphalt or other programs.

Mr. Oshel said what you are saying is the foremen are getting a cut in salary. Ms. Rosik said their salary will be the same. Mr. Oshel disagreed because the annual amount paid will be less. Ms. Rosik said their base pay will be identical. Ms. Kelso said if you are looking at a position you look at a base salary because overtime is not a guaranteed thing. When you start looking at overtime as part of a base salary that is an error since no one is entitled to overtime.

Ms. Rosik said the Road Department people's salaries are very close to the average salaries in other counties. Mr. Oshel disagreed about the foremen. Ms. Rosik said they are very close compared to the people in the Courthouse. No one there is close to being compensated at 87 percent. The Courthouse people are down at 60 or 70 percent or worse compared to other counties. She did not know if the county could raise the 87 percent people to 100 percent before they could raise the 60 percent people to 80 or 85 percent.

Ms. Kelso said the problem has been things are done on a piece-meal basis. The county should take a look at the entire compensation program which is a long involved process. When the compensation plan is done and the county tries to correct the discrepancies there will be a lot of positions which will be "red tagged." This means those positions will no longer be entitled to a raise until they come back within the salary range. These positions will have been overpaid. Ms. Kelso said she did not know how many there are since the salary survey is not complete.

Mr. Oshel agreed some are being overpaid.

Ms. Kelso asked if foreman needed to be called out at night. Mr. Oshel said, "Yes" and the Commissioners agreed. Ms. Kelso said everyone is entitled to straight time. There was some confusion about straight time. Ms. Kelso said salaried people can get straight time if they have to work at night. Compensation is for time and a half. Mr. Oshel, Ms. Rosik and the Commissioners were not aware of that.

Ms. Rosik said the new policy is you work the allotted number of hours a month and if you work more you still get the same salary. Ms. Kelso said what is happening is you keep time sheets, so you record that as 7.5 and the rest is recorded as straight time and then they take that extra time off. Ms. Rosik asked if the county was working towards having no time sheets. Ms. Kelso said, "Yes."

Mr. Oshel said his understanding was, under the policy, there would be no compensation at all for the extra hours. Ms. Rosik said that was her understanding too. Ms. Kelso said none for the extra hours over in a month.

There was still some confusion. Ms. Kelso said if there are 150 hours in a month, managers are not entitled to more than that. Chairman Woodward said if they work 150 hours in the first three weeks then they take the last week off and get paid. Ms. Kelso said, "Yes." Ms. Rosik asked if they work a couple extra hours a week at the end of the month they would not get paid for it. Ms. Kelso agreed.

Ms. Oshel said that causes some serious problems with his situation. Either you tell your people the job is there and you are going to pay them by the hour while they are out there or, you pay them the salary. In the middle of winter they can't take a week off.

Commissioner Knight said the matter wouldn't be solved this week and suggested Mr. Oshel not plan on any extra time this summer. He asked Ms. Kelso to find out how other counties handle this situation.

Mr. Oshel said the salary survey has been in process ever since he has been here. He said he knows it takes time, but was concerned about waiting for it.

Commissioner Knight said the Board was asking for a little more information, otherwise they would vote not to accept the proposal.

The Commissioners agreed they needed to get some more research done. Mr. Oshel said his problem is he has some upset foremen who perceive the policy as a pay cut. Ms. Kelso said others are saying it too and they are still cut 10 per cent. She was concerned with equity, if some are increased, all need to be increased.

Chairman Woodward said his concern is the county has not been giving the public a true picture because employees have been accumulating comp time which must be taken sometime. It is an indebtedness. The public says the county has been getting the work done with reduced staff. Chairman Woodward felt the reason is that the people are working longer hours. Commissioner Knight said a lot of the work is not getting done--especially in the Road Department.

Ms. Kelso said even with the ten per cent reduction and cuts in staff the county is getting 90 per cent of the regular work done except for the Road Department and Commissioner Knight agreed. Ms. Rosik said the Road Department has gone back full-time.

4-10 Schedule in August - Mr. Oshel said he needed authorization for four ten-hour days in August. Ms. Rosik said that had already been written in the contract, so there would be no problem. Commissioner Knight said they had been authorized. He said Mr. Oshel should check this with Personnel. Mr. Oshel said he had written up an exact schedule for August which had been presented to the Union in writing.

Baseline Road - Mr. Oshel said he needed a work order for chuckhole repair on Baseline Road in Bay City. It is a road paved by the county and should be incorporated into the county road system. It is a local access road outside the city limits.

While Mr. Oshel was writing up the work order the Commissioners discussed the Fairboard's request.

Commissioner Knight made a motion to approve chuckhole repair on Baseline Road at no charge. Chairman Woodward seconded the motion which carried with two aye votes.

The Commissioners signed the work order.

There was further discussion about the roads which need to be incorporated into the county road maintenance system. Mr. Oshel said he would be bringing in a few documents each week.

Tillamook County Fairboard Request - Mr. Oshel handed the Commissioners copies of the memorandum from Mr. Helwig requesting work on the fairgrounds preparatory to the 1984 fair.

Commissioner Knight asked for Mr. Oshel's recommendation. Mr. Oshel said it depended on the criteria used to charge for work of this type. If the criteria for another department is used it would be to charge. Almost everything Mr. Helwig is asking for is an access related type of item to be used by the public during the fair. The Commissioners and Mr. Oshel agreed the two items not related to the access roads are the use of an 8 inch auger for post holes and grading the race track.

Chairman Woodward asked if the Fair paid for the sand they got last year. Mr. Oshel said they hadn't. Commissioner Knight asked if a lot was stockpiled. Chairman Woodward said 300 yards of it. Mr. Helwig gave a lot away.

Commissioner Knight made a motion that the county do what is necessary on the access roads at no cost to the fair, but the race track and post hole items be billed at the regular rate as public works determines. Commissioner Knight said Mr. Oshel should notify the fair before anything is done. Chairman Woodward seconded the motion. The motion carried with two aye votes.

The Commissioners signed the work order.

Transfer of Pontiac Astro to Public Works Department and Authorization to Auction Pinto - Mr. Oshel said the auction would be held on Friday. He wanted to sell the Road Department's 1972 Pinto Coupe and transfer the 1977 Pontiac Astro to the Road Department.

There was discussion about the Astro's title being transferred from Tillamook County.

Mr. Oshel said he recalled the decision to transfer the Pontiac Astro to the Road Department had been made at a meeting, but it was not written in the minutes.

Commissioner Knight made a motion to transfer the title of the Pontiac from Tillamook County to the Tillamook County Road Department to replace the Pinto that is going to auction. Chairman Woodward seconded the motion which carried with two aye votes.

Sanitary Landfill - Mr. Oshel said he had an agreement with Hallie Kirkingburg which needed to be considered. It sets the conditions when he can use the county truck if something goes wrong with his truck. It also includes the rates and liabilities.

Ms. Rosik said she had looked at the agreement and had one concern. In this case a private contractor would be using a vehicle with "E" plates. Chairman Woodward said a question had come up with the hospital's "E" plates on their ambulances. Mr. Kirkingburg would have to get an exception and a transferable permit from his truck to the county truck. State Law specifically states, a vehicle must be "owned and operated" by a governmental agency in order to qualify for "E" plates.

Sanitary Landfill: Hallstrom Lawsuit - The lawsuit comes to trial September 5, 1984. Randy Sweet will be coming in Monday or Tuesday to drill monitoring wells which are budgeted for this year. He had several proposals and Mr. Sweet's proposal is from \$1,000 to \$1,200. He had budgeted \$2,000.

Commissioner Knight asked who monitors the wells. Mr. Oshel said DEQ samples on a regular basis and he had assumed they will notify him if anything is wrong. Chairman Woodward said they definitely would notify him if anything was wrong.

Trask River Gravel Pit - Commissioner Knight asked how things were progressing. Mr. Oshel said they were getting awkward because the owner is not contributing. Mr. Oshel said they cannot be billed unless there is an advance agreement. Now what the county can say is, "We have done this much and the next thing which needs to be done does not take a crane operator. You do it." Mr. Oshel said there has been no response to that.

There was further discussion about what the verbal agreement had been.

Kieger Road - Mr. Oshel said there was a policy made about a muddled legal access road. The decision was not to work on the road until there is a change in policy.

Chairman Woodward adjourned the meeting at 12:11 p.m.

RESPECTFULLY SUBMITTED This 6th day of September 1984.

Susan Becraft
Susan Becraft, Acting Recording
Secretary

APPROVED This 6th day of September 1984.

Gerald A. Woodward
Gerald A. Woodward, Chairman

F. E. Knight
F. E. Knight, Commissioner

Carol Williams
Carol Williams, Commissioner