

CITY OF PILOT ROCK

SPECIAL COUNCIL MEETING

FEBRUARY 8, 2011

7:00 PM

A. ROLL

The special meeting was called to order by Mayor Virginia Carnes at 7:00 PM. Council members present were Annie Tester, George Hall, Michael Baleztana, John Taylor and Shawna Kirk. Also present were City Recorder Jackie Carey, Chief Darren Richman, Public Works Supervisor Steve Draper, Kim Bedard, Jim Carey, Angel Williams, Lorraine Greene, Bill Liebe, Lynn Liebe, Jim Rodgers, Nancy Lankford and Mary Lue Slabik.

B. OPTIONS FOR FILLING THE CITY RECORDER'S POSITION

Mayor Carnes stated that the last meeting had left off with a question for Recorder Carey and she wanted to know if Carey had thought about her answer regarding contracting back with the City. Recorder Carey stated that she had talked it over with Mr. Carey and that she would be willing to help the City out if it was worth her while.

Hall wanted to know how much work and hours Carey was willing to take on. Carey replied that she was willing to work during important parts of the month like payroll and month end and no more than two days a week. Carey stated that she would like to negotiate \$25.00 hourly and that the City would pick up the \$485 cost of insurance for just herself.

Councilor Hall asked Carey if she would prefer to negotiate in open or in an executive session. Carey replied that she would prefer an executive session. Councilor Hall proposed that all or part of the Council sit down with Jackie to see if there could be a meeting of the minds. Hall stated that there is a lot of conversation that goes along with this and that it may need to be done in executive session. Hall would like to see the Council form a committee to go into negotiations with Carey in the form of a motion.

Councilor Baleztana stated that he would like to entertain a motion to go into contract negotiations with Jackie Carey.

Councilor Taylor stated that he wasn't aware they were going to make any decisions or motions, he was impressed with Paul Koch's visioning process and that he felt Council should look at all of the possibilities and write ideas on the board. Councilor Kirk stated it was just to start the process to go into negotiations with Carey, that Carey would be gone at the end of February and the committee would need to come back with something before the meeting next week.

Councilor Taylor stated that would be one option.

Mayor Carnes requested a recorder for writing ideas on the board. Councilor Hall volunteered to record ideas on the board.

Councilor Hall divided the Board into short term and long term options.

OPTIONS

Councilor Hall recorded option number one as contracting back with Recorder Carey.

Councilor Taylor's suggestion as option two was to consider bringing Paul Koch back for the purpose of the Budget Process only. Councilor Hall questioned how that would serve for the day to day internal functions. Taylor stated that his main concern was the budget, not the daily function and only higher operational costs can be expected for budget this next year.

Option three suggested by Taylor was to streamline by having only one person in charge. Councilor Hall stated that this again was a long term option and that he was thinking that in three months, or to put it out there longer in six months time we need to be able to cover the financial demands of the City.

Taylor stated that another short term option would be to outsource planning, and hire someone on an hourly basis for budget, and also outsourcing the meter reading and sewer bills if it is cost effective. Hall stated that is another option that is long term, and the only thing the City should be doing now is trying to come up with a plan for the City's financial, he sees a need for a supplemental budget.

Councilor Hall listed current staff as another short term option. Taylor asked that a suggestion of only two people in City Hall be added. Hall stated we already have two people in City Hall and that maybe scheduling should be added.

Councilor Tester stated that she felt the option of contracting Recorder Carey back is a good way to go. Carey isn't asking for a lot of hours, it would be an equitable situation for the City.

Councilor Baleztina stated that for 26 years experience it is a minor amount of money in comparison with what Paul would want.

Councilor Kirk stated that she would like to add the option of combined City Administrator and Recorder, or some combination of what would work for the City.

Councilor Hall wanted to know if she meant a current Department Head would take on the role of Administrator. Kirk replied that was a possible option, and that it is going to take time to figure out where we are going.

On a motion by Kirk and seconded by Baleztina the Council approved the formation a committee of Annie Tester and George Hall to work on contract negotiations with Recorder Carey. All members present voted yes.

Councilor Hall stated that we have two short term options, one being to bring Recorder Carey back and leave everything as is, then after February she would go to a reduced schedule of two days a week max. Hall also asked if Carey was agreeable to working on the budget. Carey replied that she was.

Mayor Carnes stated that she had contacted Paul Koch for options and had received a list from him of potential options. List will be attached to the minutes as Exhibit A.

Mayor Carnes read the list to the Council. Councilor Taylor wanted to know if anyone had any comments regarding Paul's list.

Councilor Hall stated that the Council has assigned Tester and himself to go negotiate with Jackie and put a contract together, he is questioning if in that motion the intent was to say that City will contract back with Carey. Hall stated that he doesn't want to go through the process and have the Council say that it wasn't what they wanted. If they put together an amiable agreement that then the Council will say that it looks good and put it up for a vote. Hall also stated that if it needs any tweaking then it would be done in executive session process then come out and be put into the form of a motion.

Councilor Taylor stated that he would like to suggest combining a City Administrator with the Chief of Police. Taylor stated that he would like to consider this before advertising for any position.

Councilor Hall stated replacing the Recorder is not in the short term, it is going to take at least 6 months to replace the Recorder and how do we replace the Recorder? Do we replace the Recorder with another Recorder, or replace the Recorder with another Recorder Administrator? Councilor Hall requested that the minutes would reflect the above statement in exact order as stated, in case that there needs to be conversation later.

Mayor Carnes asked if Tester and Hall would be able to have something to come back to the next meeting with.

Councilors Hall and Tester will meet with Recorder Carey Friday afternoon at 1:00 PM. Councilor Hall stated that he and Tester would need to get together to review contract formats prior to meeting with Carey. Mayor Carnes passed out a format that she had received from the City of Pendleton regarding contracting with retirees.

Councilor Taylor stated that he would like to hear from the audience. Mayor Carnes stated that this is a special meeting for the Council but we would be happy to hear from the audience.

COMMENTS

Jim Rodgers questioned Recorder Carey how much training Kim Bedard had received. Carey replied that it is a daily basis for the 4 years.

Bill Liebe questioned if Bedard knew how to do the budget.

Councilor Hall advised that we are discussing going into contract with Recorder Carey, not job performance and we are approaching job performance.

Lorraine Greene wanted to know if the State would provide assistance with the basic budget, can it be combined as working with the Budget Committee and not rely solely on one person.

Carey replied that it is a combined effort between all of the Department Heads. Carey also stated that according to the Budget Manual the Budget Committee receives the budget after it is done, not during the process.

Nancy Lankford stated that she likes the idea of utilizing Carey's experience for the transition and that she would like to hear what the rest of the staff felt.

Public works supervisor Draper stated that he agreed that we should contract with Carey to utilize her experience until the Council figures out what they want to do.

Part time clerk Angel Williams stated that she was there to listen, and agreed that she was comfortable with the direction things were going.

Chief Darren Richman stated that we need to cash Jackie out, and that will need to be considered in the budget as far as hours go. Councilor Hall stated that those things would be discussed in negotiations.

Administrative Assistant Bedard stated that she wants what is best for the City and agreed that Carey's knowledge and experience is very important to the City and should be utilized but she would also like some instruction regarding the internal functions of City Hall for staff to know what direction to take.

Recorder Carey stated that starting the 28th she will no longer be Bedard's supervisor and Bedard will need to know who she answers to.

Councilor Kirk wanted to know if these items would be on the agenda for the February 15th meeting. Councilor Hall advised that we will need to dedicate a special meeting to address all the issues.

A special Council Meeting was scheduled for Monday February 14, 2011 at 6:00 PM.

Councilor Taylor asked if the Council felt they should discuss responsibilities Bedard might assume and how much city business could be contracted out between Paul Koch and the City Auditor.

Mayor Carnes stated that Paul Koch's rate would be \$1000 up front and \$50 an hour.

Councilor Hall stated that we aren't going there tonight, we don't know what we are going to go after, and we don't even know what we want Bedard to assume. There are a lot of different presumptions; we need to figure out what we are going after. Hall stated that there are a lot of issues on the table and we have not put Bedard in charge of anything yet. Hall continued that the Council needs to have a plan in place that and we need to make sure the people who are running the show are qualified to do so.

Mayor Carnes stated she wants to know exactly what is on the table for Monday.

Councilor Hall stated Council needs motions for the table and there are already some motions out there to be put on the table.

Taylor stated he would like the Council to consider the cost of each option during discussions. Councilor Hall stated that we can't exceed the Budget, we have around \$14,000 that hasn't been spent that needs earmarked to go somewhere else and we promised the citizens during the budget process we would do this if we received additional income. A supplemental budget will need to be done.

ADJOURNMENT

On a motion by Baleztena and seconded by Taylor the meeting was adjourned at 7:55 PM. All members present voted yes.

APPROVED _____

ATTEST _____