

MINUTES OF THE COUNCIL MANAGEMENT COMMITTEE

August 16, 1984

Committee Members Present: Councilors Bonner, Deines, Hansen, and Kelley

Committee Members Absent: Councilor Oleson

Other Councilors Present: Councilor Banzer

Staff Present: Don Carlson, Dan Durig, Doug Drennen, Norm Weitting, Eric Dutson, Bob Porter and Chum Chitty

A regular meeting of the Council Management Committee was called to order by Chairperson Bonner at 5:10 p.m.

1. Minutes

The Committee approved the Council Coordinating Minutes of June 18, 1984.

2. Consideration of contract to provide for waste disposal at the Newbert Landfill; consideration of contract to allow for transfer of waste to Newberg Landfill

Motion: Councilor Kelley moved to approved the two contract extensions. Councilor Hansen seconded the motion.

Councilor Kelley said she was not generally in favor of solid waste diversion but thought staff had done a good job in coordinating this project with Yamhill County. Councilors Hansen and Banzer also agreed the project had improved Metro's relationship with the County.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Deines, Hansen and Kelley

Absent: Councilor Oleson

The two contract extensions were approved.

3. Consideration of a contract extension for the repairs to the steam engine

Bob Porter explained the contracted work had already been performed because staff had deemed the project an emergency. In answer to Councilor Hansen's question, Mr. Porter said competitive quotes had been obtained in advance of signing the original contract.

Motion: Councilor Hansen moved the contract extension be approved. Councilor Deines seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Deines, Hansen and Kelley

Absent: Councilor Oleson

The contract extension was approved.

4. Briefing on FY 1983-84 audit

Chum Chitty introduced Jim Savage and Phil Juckeland of the Coopers & Lybrand audit team. Mr. Juckeland explained the team had begun preliminary audit work and would submit the final report to staff and the Council in mid-October. The Council will have an opportunity to review the report before it is released, he said. Both Mr. Savage and Mr. Juckeland were of the opinion that this year's audit should proceed smoothly because of Metro's sound, ongoing management practices.

Councilor Deines asked the audit team to review current Accounting Division staffing levels and to report back to the Committee about the adequacy of same.

Councilor Kelley asked that Metro's contract review procedures be reviewed. Mr. Juckeland said the team would be taking a close look at these procedures as is mandated by state law.

Councilor Banzer asked Mr. Chitty about the status of the fixed assets inventory. Mr. Chitty replied that all items have been identified and the inventory is now nearly complete.

Mr. Chitty said the audit team would present another status report to the Committee in September.

5. Consultant (Roger Pringle) report on Solid Waste Director and Zoo Director positions

Mr. Carlson explained Mr. Pringle had been retained by staff to assist in determining whether the current employment contract system should be continued for the Solid Waste and Zoo director positions. Mr. Pringle recommended the positions be put back into Metro's Pay Plan and a salary range of \$40,000 to \$55,000 be established for them. Mr. Pringle explained the process of researching information and making his recommendation as outlined in his memo to Rick Gustafson, dated August 1, 1984, and included in the agenda materials.

Councilor Deines expressed dissatisfaction with staff's recommendation. He said Metro could not afford to institutionalize high level salaries into the Pay Plan because this might skew other salaries in the Plan. He also said the Council would no longer have the authority to confirm these positions.

Councilor Banzer asked why, after previously removing the positions from the Pay Plan, staff was recommending returning them to the Plan. Mr. Carlson explained they had been removed from the Pay Plan system because of unique factors in hiring the new Solid Waste Director and in negotiating a competitive salary for the Zoo Director.

Councilor Hansen said he wanted to table further discussion on this issue because there were not enough Committee members present to support staff's recommendation and because he wanted to study the options further.

Motion: Councilor Hansen moved to table discussion regarding Resolution No. 84-490 and related issues. Councilor Deines seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Deines, Hansen and Kelley

Nay: Councilor Bonner

Absent: Councilor Oleson

The motion to table discussion carried.

Later in the meeting Chairperson Bonner said it seemed appropriate that staff draft language for a resolution to allow the Council to confirm the Solid Waste and Zoo director positions. If this were to occur, the Council would probably support placing the two positions back into the Pay Plan, he said. Mr. Carlson responded that staff could draft the resolution but he could not guarantee the Council would have staff's support for such a resolution. Chairperson Bonner also asked if a separate pay plan could be drafted for higher level management positions in order to avoid skewing the pay scale by comparing higher level positions with other positions. Mr. Carlson said a separate management pay plan system has already been considered by Mr. Pringle and staff. The plan now in front of the Committee would be the first step in accomplishing this goal, he said.

6. Review of Management Committee responsibilities

Chairperson Bonner reviewed with the Committee Resolution No. 84-482 which outlined basic Committee structure and responsibilities. The Committee agreed to conduct business by means of formal motions and votes. It was also agreed that staff would present Council agenda outlines to the Committee for review and comment. Chairperson Bonner will meet with the Presiding Officer of the Council at the end of the last Council meeting each month to review agendas and upcoming meetings. Councilor Hansen said he wanted the Committee to be kept informed of major items requiring Council attention in 1984.

7. Review of Council guidelines regarding per diem and expenses - half year split

The Committee agreed to make the following recommendations to the full Council:

1. That guidelines apply to both per diem and expenses;
2. The half year split apply to all Councilors; and
3. Councilors may appeal to the Presiding Officer when exceptions to the guidelines need to be made.

8. Guidelines for attendance at NARC meetings

The Committee agreed to recommend to the Council that the Presiding Officer designate conference attendees and the Council confirm such designations.

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,



A. Marie Nelson
Clerk of the Council