

**INFORMAL SESSION MINUTES**  
**July 23, 2012**      2:00 p.m.

Commissioners' Office

PRESENT: Commissioners Leslie Lewis, Kathy George, and Mary P. Stern

Staff:            Laura Tschabold, County Administrator  
                     Rick Sanai, County Counsel  
                     Scott Maytubby, Assessor

Guests:            Nathalie Hardy, News-Register

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\* indicates item forwarded to formal agenda

Leslie called the meeting to order at 2:00 p.m.

\*      Personnel

- \*          Extension of temporary part-time employment of Joe Melvin, Maintenance.
- \*          Hire Amanda LaCombe as MH Specialist II, Family & Youth.
- \*          Change hourly work schedule status of four OYCC summer employees (see agenda).

\*      Contracts

Seven contracts from HHS (see agenda for contract details).

\*      Refund

Planning Department requests refund of electrical permit fee for Cherry City Electric.

\*      Fair Funds

The fair staff requested advance of funds for the upcoming County fair for the following purposes: the ATM, change for the gate, Open Class premiums, and petty cash.

\*      Assessor

Scott requested two agenda items:

- \* adoption of the annual "blanket refund" board order; and
- \* an increase in the petty cash fund to \$1000 because the fund at the present level of \$250 is not practical for daily cashier functions.

Oregon Solutions - Mary stated she discussed with Bev Stein of Oregon Solutions the proposal for the 'Rails to Trails' project. Following discussion of the process, including submission of a pre-assessment form to Oregon Solutions, there was consensus to arrange a visit with Ms. Stein to discuss the application process and identify possible funding. Scheduling to be confirmed at a later time.

The meeting adjourned at 2:23 p.m.

Carol Ann White  
Secretary