

Morrow County



Compensation Board

2024

Introduction

Agenda, Purpose, Process,
Board Members

MORROW COUNTY COMPENSATION BOARD MEETING AGENDA
Thursday, February 15, 2024 at 11:00 a.m
Morrow County Government Center, Don Adams Conference Room
215 N.E. Main Ave., Irrigon, Oregon
Zoom Meeting Information on Page 2

- 1. Call to Order**
- 2. Introduction**
 - a. Board Purpose
 - b. Process Outline
- 3. Board Members**
 - a. Chair Election
- 4. Review Minutes**
 - a. 2023 Minutes
- 5. Open Comments**
- 6. Elected Officials Compensation Deliberations**
 - a. Morrow County Compensation Information
 - b. Similar Counties Information and Comparison
 - c. Assessor & Tax Collector
 - d. Clerk
 - e. Commissioner
 - f. District Attorney
 - g. Justice of the Peace
 - h. Sheriff
 - i. Treasurer
- 7. Recommendation to Board of Commissioners**
- 8. Open Comments**
- 9. Adjourn**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Valerie Ballard at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public. However, with few exceptions and under specific guidelines, they are open to the media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the Human Resources office before 12:00pm on February 9, 2022. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about the items listed on the agenda, please contact Lindsay Grogan, Human Resources Director at

(541) 676-5620.

Zoom Meeting Information

<https://zoom.us/j/5416765620>

Password: 272759

Meeting ID: 541-676-5620

One tap mobile

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- 204.005**
Election or appointment of county officers
- 204.010**
Terms of office of county officers
- 204.013**
Numbered positions for office of county commissioner
- 204.016**
Eligibility for county offices generally
- 204.017**
Election of county commissioners by numbered position
- 204.020**
When terms of office commence
- 204.065**
Appointment of county judge pro tem
- 204.070**
Oath of county judge pro tem
- 204.075**
Compensation of county judge pro tem
- 204.112**

ORS 204.005

Election or appointment of county officers

Text Annotations

- (1)** The following county officers shall be elected at the primary election or general election, as provided in [ORS 249.088 \(Nomination or election of candidate at nominating election\)](#):
 - (a)** A sheriff.
 - (b)** A county clerk.
 - (c)** A county assessor.
 - (d)** A county treasurer.
 - (e)** A county commissioner to succeed any commissioner whose term of office expires the following January.
 - (f)** In any county where there is a vacancy from any cause in the office of county commissioner, an additional commissioner to fill the vacancy.
- (2)** Unless an adopted county charter or a county ordinance provides otherwise, the governing body of a county shall appoint a county surveyor. [Subsection (2) enacted as 1953 c.477 §2; subsection (3) enacted as 1959 c.174 §3; 1959 c.628 §1; 1961 c.571 §3; subsection (4) enacted as 1963 c.386 §2; 1965 c.221 §21; 1969 c.532 §3; 1971 c.88 §4; 1983 c.327 §4; 2005 c.797 §29; 2009 c.491 §1]

- 204.065**
Appointment of county judge pro tem
- 204.070**
Oath of county judge pro tem
- 204.075**
Compensation of county judge pro tem
- 204.112**
County compensation board
- 204.116**
Governing body to fix compensation of county officers, deputies and employees
- 204.121**
Compensation and appointment of officers, deputies and employees in counties subject to county civil service law
- 204.126**
Change in compensation of elective officers
- 204.601**
Number and appointment of deputies and other employees
- 204.635**
Deputy sheriffs

ORS 204.112

County compensation board

- members
- compensation review and recommendations

Text Annotations

- (1) Each county governing body shall appoint a county compensation board. A county compensation board shall consist of from three to five members, who are knowledgeable in personnel and compensation management.
- (2) The county compensation board shall annually recommend a compensation schedule for the county elective officers mentioned in [ORS 204.005 \(Election or appointment of county officers\)](#).
- (3) The county compensation board shall annually review the compensation paid to persons comparably employed by the State of Oregon, local public bodies and private businesses within a labor market deemed appropriate by the board for each elective officer. The county compensation board shall take into account such factors as the number of employees supervised and the size of the budget administered by each elective officer, the duties and responsibilities of each elective officer, and the compensation paid to subordinates and other appointed employees who serve in positions of comparable management responsibility. The county compensation board shall prepare and approve by majority vote a recommended compensation schedule for the elective officers and shall submit the recommended compensation schedule to the county governing body.
- (4) Notwithstanding subsections (1) to (3) of this section, the sheriff's salary shall be fixed in an amount which is not less than that for any member of the sheriff's department. [1989 c.941 §1]

204.065

Appointment of county judge pro tem

204.070

Oath of county judge pro tem

204.075

Compensation of county judge pro tem

204.112

County compensation board

204.116

Governing body to fix compensation of county officers, deputies and employees

204.121

Compensation and appointment of officers, deputies and employees in counties subject to county civil service law

204.126

Change in compensation of elective officers

204.601

Number and appointment of deputies and other employees

204.635

ORS 204.116

Governing body to fix compensation of county officers, deputies and employees

- disposition of fees

Text

Annotations

- (1) Except as otherwise provided by law, the governing body of each county shall fix the compensation of its own members and of every other county officer, deputy and employee when the compensation of such individuals is paid from county funds.
- (2) Any commission, fees or other moneys received by a county officer, deputy or employee for services rendered in the course of that individual's office or employment may not be allowed to or retained by that individual, but shall promptly be paid into the county treasury except:
 - (a) For compensation fixed under subsection (1) of this section;
 - (b) As otherwise determined by the governing body of the county; **or**
 - (c) As otherwise provided by [ORS 106.120 \(Who may solemnize marriage\)](#) or [205.320 \(Fees collected by county clerk\)](#) (1)(f). [1981 c.48 §2; 1997 c.253 §2; 1997 c.424 §2; 1999 c.776 §4; 2001 c.501 §8; 2015 c.27 §21]



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HUMAN RESOURCES

Lindsay Grogan
Director
lgrogan@co.morrow.or.us

To: Morrow County Compensation Board
From: Lindsay Grogan, Human Resource Director
Date: December 22, 2023
Re: Compensation Board Introduction

Thank you for serving on the 2024-2025 Fiscal Year Compensation Board for Morrow County. Your knowledge in personnel and compensation is much-admired by those involved.

Our goal is to provide for a straightforward and transparent public process. The Board of Commissioners have voiced their wishes to allow all Compensation Board Members to have adequate time to correctly evaluate the compensation of the elected officials, we would like to avoid any last-minute additions to the packet and or the meeting. I will be providing the information outlined in statute ORS 204.112.

As per the statute of ORS 204.005, the Compensation Board is charged with reviewing the compensation for the Assessor, Clerk, Sheriff, Treasurer, and the Commissioners. In the past the Board has also reviewed the Justice of the Peace compensation and on occasion reviewed any additional compensation for the District Attorney's stipend.

The meeting of the Compensation Board is a Public Meeting. During this meeting there will be a specified time(s) for comment. I would like to allow the Board to be able to deliberate without interruption and would like to limit comments to the identified comment times at the beginning of the meeting and a comment time at the end of the meeting. In the previous years, the Compensation Board Chair allowed the current Elected Official to make comment prior to deliberations on each position. That seems to work well and will be continued this year.

The Compensation Board will be asked to evaluate the compensation of each Elected Official, as well as compensation of all Elected Officials as a whole. The Board will be asked to recommend a COLA (Cost of Living Allowance) for Elected Officials. The Board may recommend to increase, decrease, or make no change to a particular wage. There may be different recommendations for different positions.

The Compensation Board will make a recommendation for compensation for Elected Officials, which will then be presented to the Board of Commissioners. The Board of Commissioners may accept, reject, or modify the recommendation. The Board of Commissioners will decide what will be included in the budget for next Fiscal Year and presented at the Budget Hearings.

As a summary, please see the table below that outlines the previous year’s recommendation, and the adjustments to compensation that actually occurred.

Position	Comp Board 2023 Recommendation	Actual Results approved by Board / Budget Committee. Eff: 7/1/23
Assessor & Tax Collector	10% Increase + 5% COLA	10% Increase + 2.5% COLA
Clerk	10% Increase + 5% COLA	10% Increase + 2.5% COLA
Commissioner	Increase to \$79k (or 39%)	10% Increase + 2.5% COLA
Justice of the Peace	10% Increase + 5% COLA	10% Increase + 2.5% COLA
Sheriff	10% Increase + 5% COLA	10% Increase + 2.5% COLA
Treasurer	10% Increase + 5% COLA	10% Increase + 2.5% COLA

2024 Compensation Board Timeline

DATE	ITEM
12/19/2023	Elected Officials receive email advising them of the date and time of the Compensation Board meeting and requesting any comments they would like to provide.
1/9/2024	Comments from Elected Officials are due back to HR.
1/30/2024 ±	Publish Agenda for Compensation Board meeting.
1/30/2024 ±	Packets with data and memos are delivered to Compensation Board members.
2/1/2024 ±	Electronic version of packet is posted to website
2/15/2024 @ 11:00am	Compensation Board meeting.
3/6/2024 ±	Present Compensation Board recommendation to Board of Commissioners.
4/23/24±	Budget Committee Meetings

Compensation Board Members

Members	Position	Term Expiration
Marie Cain	<u>Umatilla Electric Cooperative</u> Accounting Manager	December 31, 2027
Eileen Hendricks	<u>Port of Morrow</u> Chief Financial Officer (CFO)	December 31, 2025
Christine Gray	<u>Community Counseling Solutions</u> Human Resources Director	December 31, 2026
Debbie Radie	<u>Boardman Foods</u> Vice President of Operations	December 31, 2027
Vacant		

Minutes

2023

**Morrow County
Compensation Board Meeting Minutes
February 21, 2023
Irrigon Government Center
Don Adams Conference Room**

Present In-Person

Board Members: Marie Cain, Eileen Hendricks, Christine Gray, Debbie Radie
Staff: Lindsay Grogan, Human Resources; Kevin Ince, Finance
Elected Officials: Sheriff John Bowles

Present Via Zoom

Board Members: Lisanne Currin
Staff: Sabrina Bailey Cave, Finance; Ronda Fox, Human Resources
Elected Officials: Commissioner David Sykes; Glen Diehl, Justice of the Peace; Jaylene Papineau, Treasurer; Mike Gorman, Assessor and Tax Collector
Citizens: Nick Ducote

Call to Order: 2:10 p.m.

Introduction

Ms. Grogan expressed gratitude to the Board members for serving. She discussed the purpose of county compensation boards and read a portion of Oregon Revised Statute (ORS) 204.112 which pertains to compensation boards. She discussed the materials provided in the packet and that the recommendations would be reviewed before the Board of Commissioners (BOC) on March 1, 2023.

Election of Chair

It was moved and seconded to nominate Marie Cain as Chair. Motion carried.

Minutes

It was moved and seconded to approve the Compensation Board Meeting Minutes of January 20, 2022, as presented. Motion carried.

Open Comments

Chair Cain asked if there were any citizen comments prior to starting, none were offered.

Overall Summary/Analysis

A member asked what "SO" stood for, Ms. Grogan clarified it was an abbreviation for Sheriff's Office.

There was discussion of why the Elected Officials were not on a step range. The topic was debated and ultimately it was determined because the Elected Officials are elected to a term, it makes it difficult. In addition, they are expected to start the position and hit the ground running with their required duties. Most other Counties also do not have the Elected Officials on step scales.

The group clarified that the previous year the Compensation Board did try to make up that difference for Elected Officials not having steps, but the Board of Commissioners or the Budget Committee did not pass that through. Ms. Grogan was asked why they did not approve the increases. She stated that she believed the Board did not want one group to receive a higher COLA than the other salary groups within the County.

A board member suggested that moving forward, the group should structure the recommendation differently. The Elected Officials could get a COLA (what is approved County-wide) and also a "step" increase to help with the step scale issue. Many Board members agreed.

The Board looked at the salary differences between the Elected Officials and their next highest paid subordinates. The Sheriff was the closest, besides the County Commissioners being below, no other Official was close to their next highest paid employee.

The Board asked if the County had performed a salary matrix (JobMeas) on the Elected Officials positions again this year. Ms. Grogan stated that she had not, however the County did hire a compensation consultant who is also looking at potentially rating the Elected Officials positions in line of the master salary schedule. That report will also be coming before the Board of Commissioners on March 1, 2023.

A member asked Ms. Grogan if the BOC could increase their recommendations, and it was stated that the BOC can add, change, or deny any of the recommendations.

The members discussed that they have received greater than 3% increases over the last few years, and are still having issues filling positions. There was conversation about how the County should issue a large increase, that would not necessarily be a COLA, but to assist with the disparity. A member stated that County has a lot of people serving the public, and they would like to see them more competitively paid.

Elected Officials Compensation Deliberations

Assessor

The Assessor's letter suggested that the Elected Officials have gotten less of a COLA than the other units. That has happened in two of the last several years and it was by a half percent. However, most employees receive a step every other year on top of the COLA, and the Elected Officials do not, as they are not on a step range.

It was asked what the amount of revenue was for the Assessor five years ago versus today. The information was not on hand but Mr. Ince agreed to find the information during the meeting. Another Board member thought the Assessed Value number would be more accurate. It was discussed that there was much more work in the County, especially for the Assessor's office, however it was also pointed out that the Assessor did get a 9.5% increase in 2019.

Assessor Gorman was asked to join the call to answer some questions. He discussed that the department budget really hasn't increased because he's had the same staff levels, however assessed market value has increased a couple 100% in the last five year. A board member asked if that was in direct correlation with activity. Mr. Gorman said that the number of accounts isn't really relative. It is more relative to consider the complexity of the accounts. For example - 5 years ago, they had 9,000 accounts total and 5,000 of those were approved and 4,000 of them were bare land. Now they have 10,000 accounts and 9,000 of those were approved and 1,000 of them are bare land.

Mr. Ince, completed his research regarding the 2017-18 taxes which were just over 22 million dollars, and the 2022-23 taxes were just over 54 million dollars. Thus, the amount of certified taxes increased approximately 68% over the past 5 years. Mr. Gorman added that he also collects about 20 million dollars in Enterprise zone and SIP Exemptions amounts as well.

There was discussion regarding the comparison of increased accounts in other Counties. Mr. Gorman stated Jefferson would most likely be pretty similar because central Oregon is growing quickly, but not in the sense of data centers. It was added that there has been no County in Oregon that has had the percentage growth that Morrow County has experienced over the last 5 years.

It was clarified that the Assessor is also the Tax Collector in Morrow County. The Tax Collector is an appointed position at the discretion of the Board of Commissioners.

Clerk

No questions or comments about the Clerk position.

Commissioners

No letter was received by a Commissioner. It was asked why the Compensation Board's recommendation for the two-step increase for the Commissioners was denied last year. Ms. Grogan stated that she wasn't sure, however it can be difficult to approve your own increase, since the Board of Commissioners forwards the recommendation and makes up half of the Budget Committee.

The Board discussed that years ago the Commissioners job was viewed as part-time. However, in the recent years the Commissioners have said it is more of a full-time job. Chair Sykes was asked what he thought the hour commitment was, and he stated there is a lot going on in the County and from what he could see, it is a full-time position.

It was discussed who the County wanted to attract for the Commissioner position. Is the wage being purposely left low, in order to attract a certain pool of applicants? The board asked Chair Sykes what his view was. He stated that he didn't think salary is what attracts someone in this position, rather it is more about a high desire to serve the public.

Years ago, the Commissioners kept the position's wages low and justified the Administrator position. Now the County has an Administrator position and the Commissioners are busier than ever.

Overall, it's believed that all of the Elected Officials are underpaid. The current CPI is 6.8% and the elected officials have not been getting an increase that can compare to that.

Justice of the Peace

The Board discussed how the Justice of the Peace was stating in his letter about not receiving the same increases for the COLAs. It was asked how many years he had been serving as the Justice of the Peace. He has been Justice of the Peace since January 2020.

The previous incumbent, Judge Spicer, was specifically awarded an additional increase for being an attorney – and the position is still receiving that stipend.

It was stated that there are now only a few Justices of the Peace in the State. Those that are, are mostly the County Judge. Judge Diehl stated that there are actually 58% of Justice of the Peace positions in the Counties in Oregon.

Sheriff

The previous next highest paid employee has retired, the current next highest paid employee is the Parole and Probation Lieutenant and is very similar in terms of salary.

The Sheriff supervises 911 services and corrections for the County. In addition, there is a Marine program. It is a seasonal 6-month program; however, the Sheriff's Office uses that equipment/boat for search and rescues year-round. Sheriff Bowles stated there was no other agency in the County that has a Marine program, but most Counties along the Columbia River do have Marine programs.

It was discussed that regardless what the Compensation Board does, the County will ensure that the Sheriff is compensated at a higher wage than the next highest paid Sheriff's Office employee to abide by the relevant ORS.

Treasurer

Conversation took place regarding the Treasurer's duties. Treasurer Papineau described that her main responsibility is collecting and depositing cash. The incumbent also records revenue in the accounting system; handles investments; distributes funds; coordinates unclaimed property; GL detail research; and assists auditors in County and special taxing districts.

A member asked Ms. Papineau who does the job when she is out of the office. The Treasurer stated she didn't currently have any backup; however, she is currently working with the Finance office to help with some cross-training.

Compensation Board Recommendations to the Morrow County Board of Commissioners

Points of discussion:

- The Commissioner position is significantly lower than comparison Counties. In addition, the Clerks position is lower than comparisons. Debate regarding if it may have something to do with Clerk's office having less employees and a smaller budget. The Clerk received a larger increase the previous year, and it was discussed if the Clerk position should receive another 9% increase.
- Conversation supportive of recommending same increase for the Commissioner position as the following year.

Assessor, Clerk, Justice of the Peace, Sheriff, Treasurer

Conversation around giving all Elected Officials, except the Commissioners, a 10% step increase and a 5% COLA.

Commissioners

It was recommended to do a two-step increase, this year and next, to the average of the \$89,134 with the first step this year to \$79,000 with the end result being the average of the other Elected Officials, which after the second step is \$89,134. After further discussion – members are recommending only this year's increase of \$79,000, and can reconsider next year. Agreement within group.

Ms. Radie moved to recommend to the Board of Commissioners to move the Commissioner wage to \$79,000 annually, and a 10% increase on all other Elected Officials, plus a 5% COLA adjustment for all positions. Ms. Hendricks seconded. Unanimous approval, motion carried.

Open Comments

Ms. Radie said the County did a great job making the Compensation Board's job easier, commenting that her notebook was personally delivered to her doorstep again. She said she appreciated the Compensation Board's thoughtful analysis and the packet being very organized. She also thanked the attendees that gave comments during the meeting.

Adjourned: 3:45 p.m.

Morrow County Benefits & Wages

Morrow County Benefits Summary for 2024



Non-Union & AFSCME

We pay every two weeks. Premiums are taken out of paychecks semimonthly. Premium amounts listed are effective January 1, 2024 -December 31, 2024.

Medical - Employee pays 7.5% of full premium amount

Regence Blue Cross Blue Shield Copay Plan F Rx7 with Alternative Care Preferred Provider Program

Lifetime Maximum Benefit	Individual deductible per calendar year	Maximum family deductible per calendar year	Maximum out of pocket per calendar year, including deductible
\$2,000,000	\$500	\$1,500	\$2,500/claimant \$5,500/family

Full Premium

<i>Employee Only</i>	<i>\$ 854.35/month</i>
<i>Employee+ Child</i>	<i>\$1,585.88/month</i>
<i>Employee+ Spouse</i>	<i>\$1,812.54/month</i>
<i>Employee+ Children</i>	<i>\$2,118.02/month</i>
<i>Employee+ Family</i>	<i>\$2,442.87/month</i>

Dental - Employee pays 7.5% of full premium amount

ODS Dental Plan II

Calendar year maximum, per member	Calendar year deductible
\$1,500	\$0

Full Premium

<i>Employee Only</i>	<i>\$ 45.66/month</i>
<i>Employee+ Child</i>	<i>\$ 71.03/month</i>
<i>Employee + Spouse</i>	<i>\$ 80.52/month</i>
<i>Employee+ Children</i>	<i>\$120.13/month</i>
<i>Employee+ Family</i>	<i>\$138.06/month</i>

Vision *Included in Medical Premium*

Regence Vision Plan A - 12-12-24

Eye Exams	Prescription Lenses	Frames	OR Contact Lens
Every 12 months	Every 12 months	Every 24 Months (up to \$120)	Every 12 Months (up to \$166)

Medical Supplemental Coverage

AFLAC Supplemental Plans are available at our group rate. All premiums are the responsibility of the employee.

Life Insurance and Long-Term Disability

Morrow County provides Life Insurance and Long-Term Disability for full time employees.

Air Medical Transport

Morrow County provides family Air Medical Transport coverage for all current health insurance members and their eligible dependents.

Retirement

For Morrow County general and non-union employees, Morrow County participates in a defined contribution 401(a) plan. All employees who work 20 hours or more a week are required to participate in the Morrow County Retirement Plan. Employees contribute 6% of their gross wages, Morrow County contributes 9%.

Holidays- Morrow County recognizes the following paid Holidays. New Year’s Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Employee Appreciation Day (DAT-NYE), and Christmas Day.

Sick Leave

All regular employees shall earn sick leave with full pay at the rate of 1 day leave for 1 calendar month of service (960 max). Employees are eligible for sick leave after 1 month of employment.

Vacation

All full-time employees shall accrue vacation time with pay at the following rates (up to 256 hours). Part-time employees will be pro-rated based on scheduled work. Employees are not eligible for vacation leave for the first six months of employment, although vacation leave shall start accruing from the beginning of employment.

Years of Service	0-4	5-9	10-14	15-19	20+
Days off per year	12	14	16	18	20

Administrative Leave-

In lieu of compensation for overtime worked, each exempt employee shall be credited with 40 hours of administrative leave per year. For new hires, the admin leave shall be prorated based on the proportion of the fiscal year remaining at the time of hire.



Morrow County Benefit Premiums



Effective: January 1, 2024

Elected Officials, Management, Non-Union, AFSCME

100% FTE	TOTAL PREMIUM	COUNTY <i>monthly</i>	EMPLOYEE <i>monthly</i>	COUNTY <i>per pay period</i>	EMPLOYEE <i>per pay period</i>
EMPLOYEE ONLY					
HEALTH & VISION	854.35	790.27	64.08	395.15	32.04
DENTAL	45.66	42.24	3.43	21.12	1.71
TOTAL	900.01	832.51	67.50	416.26	33.75
EMPLOYEE + CHILD					
HEALTH & VISION	1585.88	1466.94	118.94	733.48	59.47
DENTAL	71.03	65.70	5.33	32.85	2.66
TOTAL	1656.91	1532.64	124.27	766.33	62.13
EMPLOYEE + CHILDREN					
HEALTH & VISION	2118.02	1959.17	158.85	979.59	79.43
DENTAL	120.13	111.12	9.01	55.56	4.50
TOTAL	2238.15	2070.29	167.86	1035.15	83.93
EMPLOYEE + SPOUSE					
HEALTH & VISION	1812.54	1676.60	135.94	838.30	67.97
DENTAL	80.52	74.48	6.04	37.24	3.02
TOTAL	1893.06	1751.08	141.98	875.54	70.99
FAMILY					
HEALTH & VISION	2442.87	2259.65	183.22	1129.83	91.61
DENTAL	138.06	127.71	10.35	63.85	5.18
TOTAL	2580.93	2387.36	193.57	1193.68	96.79

Morrow County Master Pay Scale
July 1, 2023

Position	Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Election Assistant	5	\$ 14.85	\$ 15.44	\$ 16.06	\$ 16.70	\$ 17.37	\$ 17.80	\$ 18.24	\$ 18.70	\$ 19.17	\$ 19.65	\$ 19.94	\$ 20.24	\$ 20.54
		\$ 2,574	\$ 2,676	\$ 2,784	\$ 2,895	\$ 3,011	\$ 3,085	\$ 3,162	\$ 3,241	\$ 3,323	\$ 3,406	\$ 3,456	\$ 3,508	\$ 3,560
		\$ 30,888	\$ 32,115	\$ 33,405	\$ 34,736	\$ 36,130	\$ 37,024	\$ 37,939	\$ 38,896	\$ 39,874	\$ 40,872	\$ 41,475	\$ 42,099	\$ 42,723
Custodian	6	\$ 15.40	\$ 16.02	\$ 16.66	\$ 17.33	\$ 18.02	\$ 18.47	\$ 18.93	\$ 19.40	\$ 19.89	\$ 20.39	\$ 20.70	\$ 21.01	\$ 21.33
		\$ 2,669	\$ 2,777	\$ 2,888	\$ 3,004	\$ 3,123	\$ 3,201	\$ 3,281	\$ 3,363	\$ 3,448	\$ 3,534	\$ 3,588	\$ 3,642	\$ 3,697
		\$ 32,032	\$ 33,322	\$ 34,653	\$ 36,046	\$ 37,482	\$ 38,418	\$ 39,374	\$ 40,352	\$ 41,371	\$ 42,411	\$ 43,056	\$ 43,701	\$ 44,366
Office Assistant Transit Driver (DL)	7	\$ 15.99	\$ 16.63	\$ 17.29	\$ 17.98	\$ 18.70	\$ 19.17	\$ 19.65	\$ 20.14	\$ 20.64	\$ 21.16	\$ 21.48	\$ 21.80	\$ 22.13
		\$ 2,772	\$ 2,883	\$ 2,997	\$ 3,117	\$ 3,241	\$ 3,323	\$ 3,406	\$ 3,491	\$ 3,578	\$ 3,668	\$ 3,723	\$ 3,779	\$ 3,836
		\$ 33,259	\$ 34,590	\$ 35,963	\$ 37,398	\$ 38,896	\$ 39,874	\$ 40,872	\$ 41,891	\$ 42,931	\$ 44,013	\$ 44,678	\$ 45,344	\$ 46,030
Transfer Station Attendant Traffic Control Flagger Parks Maintenance Associate	8	\$ 16.61	\$ 17.27	\$ 17.96	\$ 18.68	\$ 19.43	\$ 19.92	\$ 20.42	\$ 20.93	\$ 21.45	\$ 21.99	\$ 22.32	\$ 22.65	\$ 22.99
		\$ 2,879	\$ 2,993	\$ 3,113	\$ 3,238	\$ 3,368	\$ 3,453	\$ 3,539	\$ 3,628	\$ 3,718	\$ 3,812	\$ 3,869	\$ 3,926	\$ 3,985
		\$ 34,549	\$ 35,922	\$ 37,357	\$ 38,854	\$ 40,414	\$ 41,434	\$ 42,474	\$ 43,534	\$ 44,616	\$ 45,739	\$ 46,426	\$ 47,112	\$ 47,819
Maintenance Custodian	9	\$ 17.26	\$ 17.95	\$ 18.67	\$ 19.42	\$ 20.20	\$ 20.71	\$ 21.23	\$ 21.76	\$ 22.30	\$ 22.86	\$ 23.20	\$ 23.55	\$ 23.90
		\$ 2,992	\$ 3,111	\$ 3,236	\$ 3,366	\$ 3,501	\$ 3,590	\$ 3,680	\$ 3,772	\$ 3,865	\$ 3,962	\$ 4,021	\$ 4,082	\$ 4,143
		\$ 35,901	\$ 37,336	\$ 38,834	\$ 40,394	\$ 42,016	\$ 43,077	\$ 44,158	\$ 45,261	\$ 46,384	\$ 47,549	\$ 48,256	\$ 48,984	\$ 49,712
Administrative Clerk Translator	10	\$ 17.95	\$ 18.67	\$ 19.42	\$ 20.20	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.14	\$ 24.50	\$ 24.87
		\$ 3,111	\$ 3,236	\$ 3,366	\$ 3,501	\$ 3,642	\$ 3,734	\$ 3,827	\$ 3,923	\$ 4,021	\$ 4,122	\$ 4,184	\$ 4,247	\$ 4,311
		\$ 37,336	\$ 38,834	\$ 40,394	\$ 42,016	\$ 43,701	\$ 44,803	\$ 45,926	\$ 47,070	\$ 48,256	\$ 49,462	\$ 50,211	\$ 50,960	\$ 51,730
Accounting Clerk Court Clerk Deputy County Clerk Transit Driver (CDL) Parks Maintenance Specialist	11	\$ 18.68	\$ 19.43	\$ 20.21	\$ 21.02	\$ 21.86	\$ 22.41	\$ 22.97	\$ 23.54	\$ 24.13	\$ 24.73	\$ 25.10	\$ 25.48	\$ 25.86
		\$ 3,238	\$ 3,368	\$ 3,503	\$ 3,643	\$ 3,789	\$ 3,884	\$ 3,981	\$ 4,080	\$ 4,183	\$ 4,287	\$ 4,351	\$ 4,417	\$ 4,482
		\$ 38,854	\$ 40,414	\$ 42,037	\$ 43,722	\$ 45,469	\$ 46,613	\$ 47,778	\$ 48,963	\$ 50,190	\$ 51,438	\$ 52,208	\$ 52,998	\$ 53,789
Administrative Clerk, Sr Lay Health Promoter/Translator	12	\$ 19.47	\$ 20.25	\$ 21.06	\$ 21.90	\$ 22.78	\$ 23.35	\$ 23.93	\$ 24.53	\$ 25.14	\$ 25.77	\$ 26.16	\$ 26.55	\$ 26.95
		\$ 3,375	\$ 3,510	\$ 3,650	\$ 3,796	\$ 3,949	\$ 4,047	\$ 4,148	\$ 4,252	\$ 4,358	\$ 4,467	\$ 4,534	\$ 4,602	\$ 4,671
		\$ 40,498	\$ 42,120	\$ 43,805	\$ 45,552	\$ 47,382	\$ 48,568	\$ 49,774	\$ 51,022	\$ 52,291	\$ 53,602	\$ 54,413	\$ 55,224	\$ 56,056
Transit Driver, Sr Transit Dispatcher Court Security	13	\$ 20.28	\$ 21.09	\$ 21.93	\$ 22.81	\$ 23.72	\$ 24.31	\$ 24.92	\$ 25.54	\$ 26.18	\$ 26.83	\$ 27.23	\$ 27.64	\$ 28.05
		\$ 3,515	\$ 3,656	\$ 3,801	\$ 3,954	\$ 4,111	\$ 4,214	\$ 4,319	\$ 4,427	\$ 4,538	\$ 4,651	\$ 4,720	\$ 4,791	\$ 4,862
		\$ 42,182	\$ 43,867	\$ 45,614	\$ 47,445	\$ 49,338	\$ 50,565	\$ 51,834	\$ 53,123	\$ 54,454	\$ 55,806	\$ 56,638	\$ 57,491	\$ 58,344

Position	Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Accounting Technician	14													
Deputy County Clerk, Sr		\$ 21.14	\$ 21.99	\$ 22.87	\$ 23.78	\$ 24.73	\$ 25.35	\$ 25.98	\$ 26.63	\$ 27.30	\$ 27.98	\$ 28.40	\$ 28.83	\$ 29.26
Court Clerk, Sr		\$ 3,664	\$ 3,812	\$ 3,964	\$ 4,122	\$ 4,287	\$ 4,394	\$ 4,503	\$ 4,616	\$ 4,732	\$ 4,850	\$ 4,923	\$ 4,997	\$ 5,072
Administrative Specialist Weed Control Applicator		\$ 43,971	\$ 45,739	\$ 47,570	\$ 49,462	\$ 51,438	\$ 52,728	\$ 54,038	\$ 55,390	\$ 56,784	\$ 58,198	\$ 59,072	\$ 59,966	\$ 60,861
Administrative Technical Specialist	15													
Administrative Assistant		\$ 22.05	\$ 22.93	\$ 23.85	\$ 24.80	\$ 25.79	\$ 26.43	\$ 27.09	\$ 27.77	\$ 28.46	\$ 29.17	\$ 29.61	\$ 30.05	\$ 30.50
Servicing Mechanic		\$ 3,822	\$ 3,975	\$ 4,134	\$ 4,299	\$ 4,470	\$ 4,581	\$ 4,696	\$ 4,813	\$ 4,933	\$ 5,056	\$ 5,132	\$ 5,209	\$ 5,287
Licensed Practical Nurse LPN Communication Dispatcher, Basic Civil & Records Deputy		\$ 45,864	\$ 47,694	\$ 49,608	\$ 51,584	\$ 53,643	\$ 54,974	\$ 56,347	\$ 57,762	\$ 59,197	\$ 60,674	\$ 61,589	\$ 62,504	\$ 63,440
Executive Assistant to BOC	16													
Accounting Technician, Sr		\$ 23.00	\$ 23.92	\$ 24.88	\$ 25.88	\$ 26.91	\$ 27.58	\$ 28.27	\$ 28.98	\$ 29.70	\$ 30.44	\$ 30.90	\$ 31.36	\$ 31.83
Road Maintenance Specialist		\$ 3,987	\$ 4,146	\$ 4,313	\$ 4,486	\$ 4,664	\$ 4,781	\$ 4,900	\$ 5,023	\$ 5,148	\$ 5,276	\$ 5,356	\$ 5,436	\$ 5,517
Facility Maintenance Specialist Park Ranger Appraiser Associate (Trainee) Communication Dispatcher, Intermed Work Crew Supervisor		\$ 47,840	\$ 49,754	\$ 51,750	\$ 53,830	\$ 55,973	\$ 57,366	\$ 58,802	\$ 60,278	\$ 61,776	\$ 63,315	\$ 64,272	\$ 65,229	\$ 66,206
Victims Advocate	17													
Legal Assistant		\$ 24.02	\$ 24.98	\$ 25.98	\$ 27.02	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.28	\$ 32.76	\$ 33.25
Fair Manager		\$ 4,163	\$ 4,330	\$ 4,503	\$ 4,683	\$ 4,871	\$ 4,992	\$ 5,117	\$ 5,245	\$ 5,377	\$ 5,512	\$ 5,595	\$ 5,678	\$ 5,763
Office Manager Transit Operations Supervisor Communication Dispatcher, Advanc		\$ 49,962	\$ 51,958	\$ 54,038	\$ 56,202	\$ 58,448	\$ 59,904	\$ 61,402	\$ 62,941	\$ 64,522	\$ 66,144	\$ 67,142	\$ 68,141	\$ 69,160
Support Enforcement Officer	18													
Juvenile Probation Counselor		\$ 25.09	\$ 26.09	\$ 27.13	\$ 28.22	\$ 29.35	\$ 30.08	\$ 30.83	\$ 31.60	\$ 32.39	\$ 33.20	\$ 33.70	\$ 34.21	\$ 34.72
Veterans Service Officer		\$ 4,349	\$ 4,522	\$ 4,703	\$ 4,891	\$ 5,087	\$ 5,214	\$ 5,344	\$ 5,477	\$ 5,614	\$ 5,755	\$ 5,841	\$ 5,930	\$ 6,018
Sr Road Maintenance Specialist Vehicle Technical Mechanic Compliance Planner Deputy Tax Collector PH Data Coordinator		\$ 52,187	\$ 54,267	\$ 56,430	\$ 58,698	\$ 61,048	\$ 62,566	\$ 64,126	\$ 65,728	\$ 67,371	\$ 69,056	\$ 70,096	\$ 71,157	\$ 72,218
Appraiser I	19													
Planning Technician (GIS)		\$ 26.21	\$ 27.26	\$ 28.35	\$ 29.48	\$ 30.66	\$ 31.43	\$ 32.22	\$ 33.03	\$ 33.86	\$ 34.71	\$ 35.23	\$ 35.76	\$ 36.30
Parole & Probation Officer, Basic		\$ 4,543	\$ 4,725	\$ 4,914	\$ 5,110	\$ 5,314	\$ 5,448	\$ 5,585	\$ 5,725	\$ 5,869	\$ 6,016	\$ 6,107	\$ 6,198	\$ 6,292
Juv Probation Counselor, Sr	20													
Maintenance Team Leader		\$ 27.39	\$ 28.49	\$ 29.63	\$ 30.82	\$ 32.05	\$ 32.85	\$ 33.67	\$ 34.51	\$ 35.37	\$ 36.25	\$ 36.79	\$ 37.34	\$ 37.90
Sr Technical Mechanic		\$ 4,748	\$ 4,938	\$ 5,136	\$ 5,342	\$ 5,555	\$ 5,694	\$ 5,836	\$ 5,982	\$ 6,131	\$ 6,283	\$ 6,377	\$ 6,472	\$ 6,569
Assistant Planner		\$ 56,971	\$ 59,259	\$ 61,630	\$ 64,106	\$ 66,664	\$ 68,328	\$ 70,034	\$ 71,781	\$ 73,570	\$ 75,400	\$ 76,523	\$ 77,667	\$ 78,832
Public Health Access Specialist Environmental Health Specialist Parole & Probation Officer, Intermed Deputy Sheriff, Basic														

Position	Step	1	2	3	4	5	6	7	8	9	10	11	12	13
Payroll & Benefits Coordinator	21													
Accounting Analyst		\$ 28.65	\$ 29.80	\$ 30.99	\$ 32.23	\$ 33.52	\$ 34.36	\$ 35.22	\$ 36.10	\$ 37.00	\$ 37.93	\$ 38.50	\$ 39.08	\$ 39.67
Manager, Weed Program		\$ 4,966	\$ 5,165	\$ 5,372	\$ 5,587	\$ 5,810	\$ 5,956	\$ 6,105	\$ 6,257	\$ 6,413	\$ 6,575	\$ 6,673	\$ 6,774	\$ 6,876
Sergeant, Civil		\$ 59,592	\$ 61,984	\$ 64,459	\$ 67,038	\$ 69,722	\$ 71,469	\$ 73,258	\$ 75,088	\$ 76,960	\$ 78,894	\$ 80,080	\$ 81,286	\$ 82,514
Manager, County Parks System Parole & Probation Officer, Advanc Deputy Sheriff, Intermediate	22													
Staff Accountant														
Administrative Manager, PW		\$ 29.96	\$ 31.16	\$ 32.41	\$ 33.71	\$ 35.06	\$ 35.94	\$ 36.84	\$ 37.76	\$ 38.70	\$ 39.67	\$ 40.27	\$ 40.87	\$ 41.48
Master Technical Mechanic		\$ 5,193	\$ 5,401	\$ 5,618	\$ 5,843	\$ 6,077	\$ 6,230	\$ 6,386	\$ 6,545	\$ 6,708	\$ 6,876	\$ 6,980	\$ 7,084	\$ 7,190
Appraisal Data Analyst Appraiser II Environmental Health Specialist, Sr Administrative Manager, Sheriff Deputy Sheriff, Advanced		\$ 62,317	\$ 64,813	\$ 67,413	\$ 70,117	\$ 72,925	\$ 74,755	\$ 76,627	\$ 78,541	\$ 80,496	\$ 82,514	\$ 83,762	\$ 85,010	\$ 86,278
Facility Maintenance Supervisor	23													
Associate Planner		\$ 31.84	\$ 33.11	\$ 34.43	\$ 35.81	\$ 37.24	\$ 38.17	\$ 39.12	\$ 40.10	\$ 41.10	\$ 42.13	\$ 42.76	\$ 43.40	\$ 44.05
Registered Nurse, PHN, RN		\$ 5,519	\$ 5,739	\$ 5,968	\$ 6,207	\$ 6,455	\$ 6,616	\$ 6,781	\$ 6,951	\$ 7,124	\$ 7,303	\$ 7,412	\$ 7,523	\$ 7,635
		\$ 66,227	\$ 68,869	\$ 71,614	\$ 74,485	\$ 77,459	\$ 79,394	\$ 81,370	\$ 83,408	\$ 85,488	\$ 87,630	\$ 88,941	\$ 90,272	\$ 91,624
Sr Accountant	24													
Lead Appraiser (III)		\$ 33.40	\$ 34.74	\$ 36.13	\$ 37.58	\$ 39.08	\$ 40.06	\$ 41.06	\$ 42.09	\$ 43.14	\$ 44.22	\$ 44.88	\$ 45.55	\$ 46.23
Emergency Services Manager Communications Sergeant		\$ 5,789	\$ 6,022	\$ 6,263	\$ 6,514	\$ 6,774	\$ 6,944	\$ 7,117	\$ 7,296	\$ 7,478	\$ 7,665	\$ 7,779	\$ 7,895	\$ 8,013
		\$ 69,472	\$ 72,259	\$ 75,150	\$ 78,166	\$ 81,286	\$ 83,325	\$ 85,405	\$ 87,547	\$ 89,731	\$ 91,978	\$ 93,350	\$ 94,744	\$ 96,158
Deputy District Attorney, Junior Manager, Transit Services	25													
County Surveyor		\$ 35.06	\$ 36.46	\$ 37.92	\$ 39.44	\$ 41.02	\$ 42.05	\$ 43.10	\$ 44.18	\$ 45.28	\$ 46.41	\$ 47.11	\$ 47.82	\$ 48.54
Sr Planner		\$ 6,077	\$ 6,320	\$ 6,573	\$ 6,836	\$ 7,110	\$ 7,289	\$ 7,471	\$ 7,658	\$ 7,849	\$ 8,044	\$ 8,166	\$ 8,289	\$ 8,414
		\$ 72,925	\$ 75,837	\$ 78,874	\$ 82,035	\$ 85,322	\$ 87,464	\$ 89,648	\$ 91,894	\$ 94,182	\$ 96,533	\$ 97,989	\$ 99,466	\$ 100,963
Manager, IT Systems Finance Manager Manager, Maintenance Operations Principal Planner (Planning Mgr) Nursing Supervisor Sergeant, Patrol Sergeant, Detective Community Corrections Lieutenant	26													
		\$ 36.83	\$ 38.30	\$ 39.83	\$ 41.42	\$ 43.08	\$ 44.16	\$ 45.26	\$ 46.39	\$ 47.55	\$ 48.74	\$ 49.47	\$ 50.21	\$ 50.96
		\$ 6,384	\$ 6,639	\$ 6,904	\$ 7,179	\$ 7,467	\$ 7,654	\$ 7,845	\$ 8,041	\$ 8,242	\$ 8,448	\$ 8,575	\$ 8,703	\$ 8,833
		\$ 76,606	\$ 79,664	\$ 82,846	\$ 86,154	\$ 89,606	\$ 91,853	\$ 94,141	\$ 96,491	\$ 98,904	\$ 101,379	\$ 102,898	\$ 104,437	\$ 105,997
Director, Juvenile Services Manager, 911 Communications	27													
		\$ 38.67	\$ 40.22	\$ 41.83	\$ 43.50	\$ 45.24	\$ 46.37	\$ 47.53	\$ 48.72	\$ 49.94	\$ 51.19	\$ 51.96	\$ 52.74	\$ 53.53
		\$ 6,703	\$ 6,971	\$ 7,251	\$ 7,540	\$ 7,842	\$ 8,037	\$ 8,239	\$ 8,445	\$ 8,656	\$ 8,873	\$ 9,006	\$ 9,142	\$ 9,279
		\$ 80,434	\$ 83,658	\$ 87,006	\$ 90,480	\$ 94,099	\$ 96,450	\$ 98,862	\$ 101,338	\$ 103,875	\$ 106,475	\$ 108,077	\$ 109,699	\$ 111,342
Deputy District Attorney Patrol Lieutenant	28													
		\$ 40.63	\$ 42.25	\$ 43.94	\$ 45.70	\$ 47.53	\$ 48.72	\$ 49.94	\$ 51.19	\$ 52.47	\$ 53.78	\$ 54.59	\$ 55.41	\$ 56.24
		\$ 7,043	\$ 7,323	\$ 7,616	\$ 7,921	\$ 8,239	\$ 8,445	\$ 8,656	\$ 8,873	\$ 9,095	\$ 9,322	\$ 9,462	\$ 9,604	\$ 9,748
		\$ 84,510	\$ 87,880	\$ 91,395	\$ 95,056	\$ 98,862	\$ 101,338	\$ 103,875	\$ 106,475	\$ 109,138	\$ 111,862	\$ 113,547	\$ 115,253	\$ 116,979

Position	Step	1	2	3	4	5	6	7	8	9	10	11	12	13
	29	\$ 42.69	\$ 44.40	\$ 46.18	\$ 48.03	\$ 49.95	\$ 51.20	\$ 52.48	\$ 53.79	\$ 55.13	\$ 56.51	\$ 57.36	\$ 58.22	\$ 59.09
		\$ 7,400	\$ 7,696	\$ 8,005	\$ 8,325	\$ 8,658	\$ 8,875	\$ 9,097	\$ 9,324	\$ 9,556	\$ 9,795	\$ 9,942	\$ 10,091	\$ 10,242
		\$ 88,795	\$ 92,352	\$ 96,054	\$ 99,902	\$ 103,896	\$ 106,496	\$ 109,158	\$ 111,883	\$ 114,670	\$ 117,541	\$ 119,309	\$ 121,098	\$ 122,907
Director, Human Resources	30	\$ 44.88	\$ 46.67	\$ 48.54	\$ 50.48	\$ 52.50	\$ 53.81	\$ 55.16	\$ 56.54	\$ 57.95	\$ 59.40	\$ 60.29	\$ 61.19	\$ 62.11
Deputy District Attorney, Sr		\$ 7,779	\$ 8,089	\$ 8,414	\$ 8,750	\$ 9,100	\$ 9,327	\$ 9,561	\$ 9,800	\$ 10,045	\$ 10,296	\$ 10,450	\$ 10,606	\$ 10,766
Director, Planning & Community Dev		\$ 93,350	\$ 97,074	\$ 100,963	\$ 104,998	\$ 109,200	\$ 111,925	\$ 114,733	\$ 117,603	\$ 120,536	\$ 123,552	\$ 125,403	\$ 127,275	\$ 129,189
Director, Public Health	31	\$ 47.18	\$ 49.07	\$ 51.03	\$ 53.07	\$ 55.19	\$ 56.57	\$ 57.98	\$ 59.43	\$ 60.92	\$ 62.44	\$ 63.38	\$ 64.33	\$ 65.29
Director, Public Works		\$ 8,178	\$ 8,505	\$ 8,845	\$ 9,199	\$ 9,566	\$ 9,805	\$ 10,050	\$ 10,301	\$ 10,559	\$ 10,823	\$ 10,986	\$ 11,151	\$ 11,317
		\$ 98,134	\$ 102,066	\$ 106,142	\$ 110,386	\$ 114,795	\$ 117,666	\$ 120,598	\$ 123,614	\$ 126,714	\$ 129,875	\$ 131,830	\$ 133,806	\$ 135,803
Undersheriff	32	\$ 49.60	\$ 51.58	\$ 53.64	\$ 55.79	\$ 58.02	\$ 59.47	\$ 60.96	\$ 62.48	\$ 64.04	\$ 65.64	\$ 66.62	\$ 67.62	\$ 68.63
		\$ 8,597	\$ 8,941	\$ 9,298	\$ 9,670	\$ 10,057	\$ 10,308	\$ 10,566	\$ 10,830	\$ 11,100	\$ 11,378	\$ 11,547	\$ 11,721	\$ 11,896
		\$ 103,168	\$ 107,286	\$ 111,571	\$ 116,043	\$ 120,682	\$ 123,698	\$ 126,797	\$ 129,958	\$ 133,203	\$ 136,531	\$ 138,570	\$ 140,650	\$ 142,750
Director, Finance	33	\$ 52.14	\$ 54.23	\$ 56.40	\$ 58.66	\$ 61.01	\$ 62.54	\$ 64.10	\$ 65.70	\$ 67.34	\$ 69.02	\$ 70.06	\$ 71.11	\$ 72.18
County Counsel		\$ 9,038	\$ 9,400	\$ 9,776	\$ 10,168	\$ 10,575	\$ 10,840	\$ 11,111	\$ 11,388	\$ 11,672	\$ 11,963	\$ 12,144	\$ 12,326	\$ 12,511
		\$ 108,451	\$ 112,798	\$ 117,312	\$ 122,013	\$ 126,901	\$ 130,083	\$ 133,328	\$ 136,656	\$ 140,067	\$ 143,562	\$ 145,725	\$ 147,909	\$ 150,134
	34	\$ 54.87	\$ 57.06	\$ 59.34	\$ 61.71	\$ 64.18	\$ 65.78	\$ 67.42	\$ 69.11	\$ 70.84	\$ 72.61	\$ 73.70	\$ 74.81	\$ 75.93
		\$ 9,511	\$ 9,890	\$ 10,286	\$ 10,696	\$ 11,125	\$ 11,402	\$ 11,686	\$ 11,979	\$ 12,279	\$ 12,586	\$ 12,775	\$ 12,967	\$ 13,161
		\$ 114,130	\$ 118,685	\$ 123,427	\$ 128,357	\$ 133,494	\$ 136,822	\$ 140,234	\$ 143,749	\$ 147,347	\$ 151,029	\$ 153,296	\$ 155,605	\$ 157,934
	35	\$ 57.69	\$ 60.00	\$ 62.40	\$ 64.90	\$ 67.50	\$ 69.19	\$ 70.92	\$ 72.69	\$ 74.51	\$ 76.37	\$ 77.52	\$ 78.68	\$ 79.86
		\$ 10,000	\$ 10,400	\$ 10,816	\$ 11,249	\$ 11,700	\$ 11,993	\$ 12,293	\$ 12,600	\$ 12,915	\$ 13,237	\$ 13,437	\$ 13,638	\$ 13,842
		\$ 119,995	\$ 124,800	\$ 129,792	\$ 134,992	\$ 140,400	\$ 143,915	\$ 147,514	\$ 151,195	\$ 154,981	\$ 158,850	\$ 161,242	\$ 163,654	\$ 166,109
County Administrator	36	\$ 60.70	\$ 63.13	\$ 65.65	\$ 68.28	\$ 71.01	\$ 72.79	\$ 74.61	\$ 76.48	\$ 78.39	\$ 80.35	\$ 81.56	\$ 82.78	\$ 84.02
		\$ 10,521	\$ 10,943	\$ 11,379	\$ 11,835	\$ 12,308	\$ 12,617	\$ 12,932	\$ 13,257	\$ 13,588	\$ 13,927	\$ 14,137	\$ 14,349	\$ 14,563
		\$ 126,256	\$ 131,310	\$ 136,552	\$ 142,022	\$ 147,701	\$ 151,403	\$ 155,189	\$ 159,078	\$ 163,051	\$ 167,128	\$ 169,645	\$ 172,182	\$ 174,762
	37	\$ 63.88	\$ 66.43	\$ 69.09	\$ 71.85	\$ 74.72	\$ 76.59	\$ 78.50	\$ 80.46	\$ 82.47	\$ 84.53	\$ 85.80	\$ 87.09	\$ 88.40
		\$ 11,073	\$ 11,515	\$ 11,976	\$ 12,454	\$ 12,951	\$ 13,276	\$ 13,607	\$ 13,946	\$ 14,295	\$ 14,652	\$ 14,872	\$ 15,096	\$ 15,323
		\$ 132,870	\$ 138,174	\$ 143,707	\$ 149,448	\$ 155,418	\$ 159,307	\$ 163,280	\$ 167,357	\$ 171,538	\$ 175,822	\$ 178,464	\$ 181,147	\$ 183,872

Elected Official Scale
2023-2024

7/1/2023

Official	Hourly	Monthly	Annual
Commissioner	\$ 30.74	\$ 5,329.13	\$ 63,949.50
Assessor	\$ 53.48	\$ 9,270.00	\$ 111,240.00
Treasurer	\$ 43.79	\$ 7,590.38	\$ 91,084.50
Clerk	\$ 45.98	\$ 7,970.63	\$ 95,647.50
Justice of the Peace	\$ 43.79	\$ 7,590.38	\$ 91,084.50
Sheriff	\$ 63.42	\$ 10,993.50	\$ 131,922.00

Internal County Comparison

CPI & COLA
History

1/30/2024

**NEXT HIGHEST PAID EMPLOYEE, AND OTHER DEPARTMENT
HEADS**

NAME	PAY TYPE	HOURLY RATE	MONTHLY SALARY	ANNUAL SALARY
ADMINISTRATION				
COMMISSIONER	Salaried	\$30.74	\$5,328	\$63,989
COMMISSIONER	Salaried	\$30.74	\$5,328	\$63,989
COMMISSIONER	Salaried	\$30.74	\$5,328	\$63,989
COUNTY ADMINISTRATOR	Salaried	\$72.79	\$12,616	\$151,403
EXECUTIVE ASSISTANT	Hourly	\$23.00	\$3,987	\$47,840
			\$32,587	\$391,210
FINANCE				
FINANCE DIRECTOR	Salaried	\$67.34	\$11,672	\$140,067
FINANCIAL ANALYST	Salaried	\$30.99	\$5,371	\$64,459
			\$17,043	\$204,526
HUMAN RESOURCES				
HR DIRECTOR	Salaried	\$46.67	\$8,089	\$97,073
PAYROLL&BENEFITS COORD	Salaried	\$36.10	\$6,257	\$75,087
			\$14,346	\$172,160
COUNTY ASSESSOR				
ASSESOR & TAX COLLECTOR	Salaried	\$53.48	\$9,270	\$111,238
DATA ANALYST	Hourly	\$40.27	\$6,980	\$83,761
			\$16,250	\$194,999
COUNTY CLERK				
COUNTY CLERK	Salaried	\$45.98	\$7,970	\$95,638
CHIEF DEPUTY CLERK	Hourly	\$27.98	\$4,850	\$58,198
			\$12,820	\$153,836
EMERGENCY MGMT				
EMERGENCY MANAGER	Salaried	\$40.06	\$6,944	\$83,325
			\$6,944	\$83,325

NAME	PAY TYPE	HOURLY RATE	MONTHLY SALARY	ANNUAL SALARY
JUSTICE OF THE PEACE				
JUSTICE OF THE PEACE	Salaried	\$43.79	\$7,590	\$91,083
COURT CLERK	Hourly	\$25.98	\$4,503	\$54,038
			\$12,093	\$145,121
DISTRICT ATTORNEY				
DISTRICT ATTORNEY	Salaried	STIPEND	\$1,031	\$12,375
DEPUTY DISTRICT ATTORNEY	Salaried	\$53.81	\$9,327	\$111,925
			\$10,358	\$124,300
JUVENILE				
JUVENILE DIRECTOR	Salaried	\$46.37	\$8,038	\$96,450
PROBATION COUNSELOR	Hourly	\$28.22	\$4,891	\$58,697
			\$12,929	\$155,147
SHERIFF'S OFFICE				
SHERIFF *Must be higher*	Salaried	\$63.42	\$10,993	\$131,913
UNDERSHERIFF	Salaried	\$55.79	\$9,670	\$116,043
			\$20,663	\$247,956
PUBLIC HEALTH				
PUBLIC HEALTH DIRECTOR	Salaried	\$55.16	\$9,561	\$114,733
NURSE SUPERVISOR	Salaried	\$41.42	\$7,180	\$86,154
			\$16,741	\$200,887
PLANNING				
PLANNING DIRECTOR	Salaried	\$56.54	\$9,800	\$117,603
PRINCIPAL PLANNER	Hourly	\$41.42	\$7,180	\$86,154
			\$16,980	\$203,757

NAME	PAY TYPE	HOURLY RATE	MONTHLY SALARY	ANNUAL SALARY
PUBLIC WORKS				
PUBLIC WORKS DIRECTOR	Salaried	\$51.03	\$8,845	\$106,142
ADMINISTRATIVE MANAGER	Salaried	\$41.48	\$7,190	\$86,278
			\$16,035	\$192,420
FAIR				
FAIR SECRETARY (Part Time)	Hourly	\$24.98	\$2,057	\$24,680
			\$2,057	\$24,680
VETERANS				
VETERANS SERVICE OFFICER	Hourly	\$30.08	\$5,213	\$62,556
OFFICE SUPPORT (Part Time)	Hourly	\$18.67	\$1,537	\$18,446
			\$6,750	\$81,002
TRANSPORTATION				
TRANSIT MANAGER	Salaried	\$39.44	\$6,836	\$82,035
OPERATIONS SUPERVISOR	Salaried	\$32.28	\$5,595	\$67,142
			\$12,431	\$149,177
TREASURER				
TREASURER	Salaried	\$43.79	\$7,590	\$91,083
			\$7,590	\$91,083
SUM			\$234,617	\$2,815,586
<u>AVERAGE DEPT HEAD RATE</u>		\$7,920 monthly		\$95,046 annually

Cost of Living Adjustment COLA History

Prepared 01-2024

	General	Road	SO	Non Union	Elected
FY 24/25			2-5%		
FY 23/24	≥ 5%	≥ 5%	≥ 5%	≥ 5%	12.5%
FY 22/23	3%	3%	2.5%	3%	3%
FY 21/22	3%	3%	2.5%	2.5%	2.5%
FY 20/21	3%	3%	2.5%	2.5%	2.5%
FY 19/20	3%	3%	3%	3%	3%
FY 18/19	3%	3%	3%	3%	3%
FY 17/18	3%	3%	3%	3%	3%
FY 16/17	3%	3%	2.5%	3%	3%
FY 15/16	3%	3%	2.5%	3%	3%
FY 14/15	3%	3%	2.3%	3%	3%

Consumer Price Index CPI

CPI for Urban Wage Earners and Clerical Workers (CPI-W)

12-Month Percent Change

Area: West - Size Class A

Item: All items

Base Period: 1982-84=100

Year	Annual
2023	4.32%
2022	8.00%
2021	4.52%
2020	1.76%
2019	2.69%

Elected Officials Compensation History

Positions	2023		2022		2021	
	Recommend	Actual	Recommend	Actual	Recommend	Actual
Assesor	15%	12.5%	4.5%	3.0%	3.0%	2.5%
Clerk	15%	12.5%	9.5%	8.0%	3.0%	2.5%
Commissioner	39%	12.5%	39.0%	3.0%	3.0%	2.5%
DA	Not Incl	12.5%	Not Incl	0.0%	3.0%	0.0%
Justice Peace	15%	12.5%	4.5%	3.0%	3.0%	2.5%
Sheriff	15%	12.5%	4.5%	3.0%	0.0%	0.6%
Treasurer	15%	12.5%	4.5%	3.0%	0.0%	2.5%

Positions	2020		2019	
	Recommend	Actual	Recommend	Actual
Assesor	10%	2.5%	9.5%	9.5%
Clerk	3.0%	2.5%	3.0%	3.0%
Commissioner	3.0%	2.5%	3.0%	3.0%
DA	3.0%	0.0%	37.5%	37.5%
Justice Peace	3.0%	2.5%	3.0%	3.0%
Sheriff	6.0%	6.0%	3.0%	3.0%
Treasurer	3.0%	2.5%	3.0%	3.0%

Similar Counties Information

Baker, Crook, Jefferson, Umatilla, Wasco

County Populations

*Data for county populations in Oregon comes from the Population Research Center - Portland State University. <https://sos.oregon.gov/blue-book/Pages/local/county-population.aspx>

Rank	County	% Change	2022	2020	2010	2000	1990	1980
1	Multnomah	-1.1	820,672	829,560	735,334	660,486	583,887	562,647
2	Washington	-2.4	605,036	620,080	529,710	445,342	311,554	245,860
3	Clackamas	-0.3	425,316	426,515	375,992	338,391	278,850	241,911
4	Lane	0.3	382,647	381,365	351,715	322,959	282,912	275,226
5	Marion	-0.6	347,182	349,120	315,335	284,834	228,483	204,692
6	Jackson	0.3	223,827	223,240	203,206	181,269	146,389	132,456
7	Deschutes	3.2	203,390	197,015	157,733	115,367	74,958	62,142
8	Linn	2.4	130,440	127,320	116,672	103,069	91,227	89,495
9	Douglas	-0.7	111,694	112,530	107,667	100,399	94,649	93,748
10	Yamhill	-0.3	108,261	108,605	99,193	84,992	65,551	55,332
11	Benton	-0.7	93,976	94,665	85,579	78,153	70,811	68,211
12	Polk	6.1	88,916	83,805	75,403	62,380	49,541	45,203
13	Josephine	2.5	88,728	86,560	82,713	75,726	62,649	58,855
14	Umatilla	-1.2	80,523	81,495	75,889	70,548	59,249	58,861
15	Klamath	2.6	69,822	68,075	66,380	63,775	57,702	59,117
16	Coos	2.9	65,154	63,315	63,043	62,779	60,273	64,047
17	Columbia	-0.5	53,014	53,280	49,351	43,560	37,557	35,646
18	Lincoln	5.4	50,903	48,305	46,034	44,479	38,889	35,264
19	Clatsop	5	41,428	39,455	37,039	35,630	33,301	32,489
20	Malheur	-0.3	31,995	32,105	31,313	31,615	26,038	26,896
21	Tillamook	4.1	27,628	26,530	25,250	24,262	21,570	21,164
22	Wasco	-2.6	26,581	27,295	25,213	23,791	21,683	21,732
23	Union	-2	26,295	26,840	25,748	24,530	23,598	23,921
24	Crook	10.8	25,482	23,440	20,978	19,182	14,111	13,091
25	Jefferson	3.3	24,889	24,105	21,720	19,009	13,676	11,599
26	Hood River	-6.8	23,888	25,640	22,346	20,411	16,903	15,835
27	Curry	2.9	23,662	23,005	22,364	21,137	19,327	16,992
28	Baker	-0.3	16,860	16,910	16,134	16,741	15,317	16,134
29	Morrow	-1.5	12,635	12,825	11,173	10,995	7,625	7,519
30	Lake	1.3	8,177	8,075	7,895	7,422	7,186	7,532
31	Harney	3.5	7,537	7,280	7,422	7,609	7,060	8,314
32	Wallowa	3.8	7,433	7,160	7,008	7,226	6,911	7,273
33	Grant	-1.2	7,226	7,315	7,445	7,935	7,853	8,210
34	Gilliam	2.5	2,039	1,990	1,871	1,915	1,717	2,057
35	Sherman	6.3	1,908	1,795	1,765	1,934	1,918	2,172
36	Wheeler	1.1	1,456	1,440	1,441	1,547	1,396	1,513

2024 Comparison Counties - Population & Budget

County	Rank by Population	2022 Population	FY 2023-2024 County Budget	Population to Budget %
Morrow	29	12,635	\$91,454,508	0.014%
Wasco	22	26,581	\$93,148,585	0.029%
Jefferson	25	24,889	\$79,768,456	0.031%
Crook	24	25,482	\$114,500,000	0.022%
Baker	28	16,860	\$51,568,809	0.033%
Umatilla	14	80,523	\$144,865,938	0.056%
Count	Total	Average	Average	Average
6	36	31,162	\$95,884,383	0.032%

Nearby/Similar Counties Elected Officials Wage Survey

Comparison Totals							2024
Position	Morrow	Wasco	Jefferson	Crook	Baker	Umatilla	Average
Sheriff	\$131,914	\$134,052	\$127,496	\$138,528	\$97,788	\$171,972	\$133,625
County Clerk	\$95,639	\$96,428	\$86,928	\$100,734	\$84,996	\$139,584	\$100,718
Assessor & Tax Collector	\$111,239	\$116,480	\$93,583	\$107,661	\$84,996	\$139,584	\$108,924
Treasurer	\$91,084	\$42,310	\$42	\$10,000	\$84,996	\$141,924	\$61,726
Justice of the Peace	\$91,084	N/A	N/A	N/A	\$41,784	N/A	\$66,434
Commissioner	\$63,940	\$59,987	\$46,457	\$64,010	\$46,734	\$114,905	\$66,005
Chair Commissioner	N/A	N/A	\$46,457	N/A	\$93,468	N/A	\$69,962
District Attorney	\$12,375.00	\$16,000.00	\$17,589	\$3,000	\$0	\$72,736.00	\$20,283

% increase from 2023							2023
Position	Morrow	Wasco	Jefferson	Crook	Baker	Umatilla	Average
Sheriff	12.5%	0.0%	7.1%	7.0%	3.0%	34.0%	10.6%
County Clerk	12.5%	3.0%	7.1%	7.0%	4.7%	4.0%	6.4%
Assessor & Tax Collector	12.5%	19.0%	7.1%	7.5%	4.7%	4.0%	9.1%
Treasurer	12.5%	3.0%	5.7%	0.0%	4.7%	4.0%	5.0%
Justice of the Peace	12.5%	N/A	N/A	N/A	3.0%	N/A	7.8%
Commissioner	12.5%	3.0%	7.1%	7.5%	3.0%	10.2%	7.2%
Chair Commissioner	N/A	N/A	N/A	N/A	3.0%	N/A	3.0%
District Attorney	12.5%	N/A	N/A	N/A	N/A	N/A	12.5%

% increase from 2022							2022
Position	Morrow	Wasco	Jefferson	Crook	Baker	Umatilla	Average
Sheriff	3.0%	19.2%	142.9%	9.2%	7.0%	4.0%	30.88%
County Clerk	8.0%	12.9%	16.4%	9.2%	7.0%	45.1%	16.43%
Assessor & Tax Collector	3.0%	0.0%	13.6%	9.8%	7.0%	45.1%	13.08%
Treasurer	3.0%	16.3%	5.0%	0.0%	7.0%	10.5%	6.97%
Justice of the Peace	3.0%	N/A	N/A	N/A	7.0%	N/A	5.00%
Commissioner	3.0%	132.5%	13.5%	119.5%	72.2%	3.0%	57.28%
Chair Commissioner	N/A	N/A	N/A	9.7%	7.0%	N/A	8.35%

Compensation Board County Name:		Morrow County			Date:	12/22/2023		
2024-2025								
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes
Sheriff	1.0	\$131,914.00	N/A	N/A	N/A	92.5	24.8	
County Clerk	1.0	\$95,639.00	N/A	N/A	N/A	92.5	24.8	
Assessor & Tax Collector	1.0	\$111,239.00	N/A	N/A	N/A	92.5	24.8	
Treasurer	1.0	\$91,084.00	N/A	N/A	N/A	92.5	24.8	
Justice of the Peace	1.0	\$91,084.00	N/A	N/A	N/A	92.5	24.8	
Commissioner	1.0	\$63,940.00	N/A	N/A	N/A	92.5	9	3 Commissioners
Chair Commissioner	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No addtl benefits for BOC Chair
District Attorney Stipend	1.0	\$12,375.00	N/A	N/A	Vehicle	N/A	N/A	Assigned vehicle

Mo Co Notes:

Retirement Employer Contribution: Hired before 7/1/2020 = 24.8%, Hired on or after 7/1/2020 = 9%

Compensation Board 2024-2025		County Name: Wasco County		Date: 1/30/2024				
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes
Sheriff	1.0	\$134,052	\$101,852	\$127,774	N/A	*	Pers ER rate	\$10k stipend for supervising 911 and CC included
County Clerk	1.0	\$96,428	\$79,176	\$99,324	N/A	*	Pers ER rate	
Assessor & Tax Collector	1.0	\$116,480	\$95,640	\$119,976	N/A	*	Pers ER rate	
Treasurer	0.2	\$42,310	\$84,324	\$106,296	N/A	*	Pers ER rate	Oversees Veterans; 260 hrs/yr max
Justice of the Peace	N/A	N/A	N/A	N/A	N/A	N/A	Pers ER rate	
Commissioner	0.5	\$59,987	\$95,640	\$119,976	N/A	*	Pers ER rate	Pro-rated from \$119,974
Chair Commissioner	N/A	N/A	N/A	N/A	N/A	N/A	Pers ER rate	No additional benefits for BOC Chair
District Attorney Stipend	1.0	\$16,000						

* 100% EE only, 85% county/15% EE+family coverage

Commissioners

2 Commissioners are topped out at step 10 at \$59,987
 1 Commissioner is at a step 2 at \$49,013

All EO's get ipad reimbursement (up to \$400)
 All EO's Cell Phone Stipend (\$50 a month)

Hours

Full Time hours for Wasco are 1950 (compared to 2080)
 or 37.5 hours a week

Compensation Board 2024-2025		County Name: Jefferson County			Date: 12/28/2023				
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes	
Sheriff	1.0	\$127,495.92	N/A	N/A	N/A	90	OPSRP		
County Clerk	1.0	\$86,927.52	N/A	N/A	N/A	90	Tier 1 PERS		
Assessor	1.0	\$93,582.72	N/A	N/A	N/A	90	OPSRP	No Tax Collector - Finance Dept Collects Taxes	
Treasurer	200 hrs/yr max	\$41.65	N/A	N/A	N/A	90	N/A	\$8330 max per year - 200 hours max	
Justice of the Peace	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Commissioner	1.0	\$46,456.92	N/A	N/A	N/A	90	OPSRP		
Commissioner	1.0	\$46,456.92	N/A	N/A	N/A	90	OPSRP		
Chair Commissioner	1.0	\$46,456.92	N/A	N/A	N/A	90	OPSRP		
District Attorney Stipend	1.0	\$17,588.52							

Compensation Board		County Name:			Date:			
2024-2025		Crook County			1/9/2024			
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes
Sheriff	1.0	\$138,528	N/A	N/A	N/A	N/A	10%	\$650 monthly stipend
County Clerk	1.0	\$100,734	N/A	N/A	N/A	N/A	10%	\$250 monthly stipend
Assessor & Tax Collector	1.0	\$107,661	N/A	N/A	N/A	N/A	10%	\$250 monthly stipend
Treasurer	0.1	\$10,000	N/A	N/A	N/A	N/A	\$3,900 annual	\$500 per year stipend; 208 hrs/yr max
Justice of the Peace	N/A	N/A	N/A	N/A	N/A	N/A	N/A	County Judge
Commissioner	0.5	\$64,010	N/A	N/A	N/A	N/A	10%	\$500 monthly stipend; Pro-rated from \$128,020
County Judge	1.0	\$133,141	N/A	N/A	N/A	N/A	10%	\$500 monthly stipend
Chair Commissioner	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No additional benefits for BOC Chair
District Attorney Stipend	1.0	\$3,000.00						\$250 monthly stipend

Crook Co Notes:
2 PT Commissioners, and 1 FT Commissioner

Compensation Board		County Name			Date:			
2024-2025		Baker County			12/29/2023			
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes
Sheriff	1.0	\$97,788	N/A	N/A	N/A	95	PERS	Certification Pay of 5% included
County Clerk	1.0	\$84,996	N/A	N/A	N/A	95	PERS	
Assessor	1.0	\$84,996	N/A	N/A	N/A	95	PERS	Assessor is not Tax Collector
Treasurer/Tax Collector	1.0	\$84,996	N/A	N/A	N/A	95	PERS	Treasurer is also Tax Collector
Justice of the Peace	0.5	\$41,784	N/A	N/A	N/A	47	PERS	
Commissioner	0.50	\$46,734	N/A	N/A	N/A	95	PERS	Pro-rated from \$93,468
Chair Commissioner	1.0	\$93,468	N/A	N/A	N/A	95	PERS	12% more for Chair Duties
Commissioner	0.50	\$46,734	N/A	N/A	N/A	95	PERS	Pro-rated from \$93,468
District Attorney Stipend	1.0	\$0						

Compensation Board County Name:		Umatilla County			Date:		1/2/2024	
2024-2025								
Positions	FTE Status	Current Salary	Min Wage	Max Wage	Extra Benefits	% of insurance premium paid by ER	% contributed to retirement by ER	Notes
Sheriff	1.0	\$171,972.00	N/A	N/A	Vehicle	80*	20	
County Clerk	1.0	\$139,584.00	N/A	N/A	N/A	80*	20	Admin Services Director - Includes Clerk Duties
Assessor & Tax Collector	1.0	\$139,584.00	N/A	N/A	N/A	80*	20	
Treasurer	1.0	\$141,924.00	N/A	N/A	N/A	80*	20	Chief Financial Officer - Includes Treasurer Duties
Justice of the Peace	1.0	N/A	N/A	N/A	N/A	N/A	N/A	
Commissioner	1.0	\$114,905.00	N/A	N/A	Vehicle	80*	20	
Chair Commissioner	N/A	N/A	N/A	N/A	N/A	N/A	N/A	No additional benefits for BOC Chair
District Attorney Stipend	1.0	\$72,736.00						

*100% ins paid if single medical chosen

Notes from Um Co:

Umatilla County has not established 24-25 salaries at this time.

Elected officials aren't obligated to work any set number of hours or days but Commissioners are typically in the office Mon-Fri 8 to 5 and with significant additional time after hours

Administrative Services Director: Department consists of Administration, Facility Maintenance, Elections, Records, Computer Information Services, Geographic Information Services, Law Library, and Communications. Directly supervises managers. Fulfills statutory role of County Clerk. Is principal advisor to BoC on elections, records, facilities, technology and other support functions.

CFO w/ Treasurer: Responsible for the administration, supervision, coordination, planning and overall operations of the Finance Department and for budget management. Operations of the Finance Department include: budgeting, accounts receivable and payable, cash management, and forecasting of property taxes.

Assessor
&
Tax Collector

Assessor & Tax Collector Summary

Current Wage	\$9,270/mo.	\$111,238/yr.
Number of subordinates supervised	7	
Size of budget administered	\$1,077,550	

ORS 285C.130¹

Duties of County Assessor by statute

The assessor of a county within which an enterprise zone is located shall:

(1) Assist the sponsor, the local zone manager appointed by the sponsor and business firms in determining whether property will qualify for a property tax exemption under ORS 285C.175 (Enterprise zone exemption).

(2) Review and approve or deny applications from eligible business firms for authorization under ORS 285C.140 (Application for authorization).

(3) Process claims for property tax exemptions filed under ORS 285C.220 (Exemption claims) and exempt the qualified property of authorized business firms from ad valorem property taxation in accordance with ORS 285C.050 (Definitions for ORS 285C.050 to 285C.250) to 285C.250 (Re-designation or designation of new zone following zone termination).

(4) Take action necessary under ORS 285C.240 (Disqualification).

(5) Submit a written report to the Department of Revenue on or before July 1 of each assessment year. The report for each enterprise zone, or portion of a zone that is located in the county, shall include the following information, organized by business firm:

(a) The assessor's estimate of the assessed value of qualified property that was exempt under ORS 285C.175 (Enterprise zone exemption) for the previous tax year and the taxes that would have been imposed on the qualified property, as entered on the assessment and tax roll under ORS 285C.175 (Enterprise zone exemption) (7).

(b) The annual average number of employees of the firm within the enterprise zone during the previous assessment year, as reported on the exemption claim filed under ORS 285C.220 (Exemption claims).

(c) The annual average compensation for the previous assessment year of new employees hired by the firm within the enterprise zone, if the firm is subject to the annual compensation

requirements of ORS 285C.160 (Agreement between firm and sponsor for additional period of exemption) (3), as reported on the exemption claim filed under ORS 285C.220 (Exemption claims).

(d)The assessor's estimate of the assessed value, for the current tax year, of qualified property that was exempt under ORS 285C.175 (Enterprise zone exemption) for the previous tax year and that is not exempt under ORS 285C.175 (Enterprise zone exemption) for the current tax year.

(e)The total investment cost of qualified property first reported on the exemption claim filed under ORS 285C.220 (Exemption claims) that includes a property schedule submitted by the business firm pursuant to ORS 285C.225 (Sponsor's addendum) for the current tax year.

(f)The current number of employees of the firm, as reported on the exemption claim filed under ORS 285C.220 (Exemption claims) and described in paragraph (e) of this subsection.

(g)Any other information the assessor or the Department of Revenue considers appropriate.

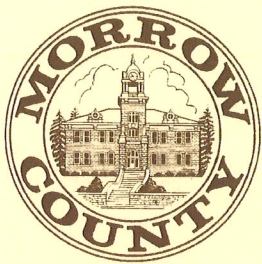
(6)Send a copy of a report prepared under subsection (5) of this section to the sponsor of the enterprise zone and to the Oregon Business Development Department. [Formerly 285B.695]

ORS 311.005

County Tax Collector by statute

As used in the tax laws of this state, "tax collector" means the person or officer who by law is charged with the duty of collecting taxes assessed upon real property, and includes a deputy. [Amended by 1973 c.305 §5; 1981 c.346 §9]

*Morrow County's Assessor is elected as Assessor and appointed as Tax Collector.



ASSESSMENT & TAXATION

P.O. Box 247 • Heppner, Oregon 97836
Ph: (541) 676-5607

Mike Gorman
Assessor/Tax Collector

01/05/2024

Morrow County Elected Officials Compensation Committee

RE: Elected Officials Compensation

Compensation Committee Members,

I am the elected Morrow County Assessor, I am also the Morrow County Tax Collector by appointment.

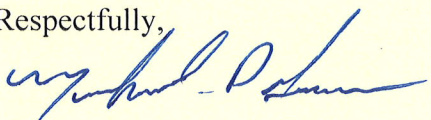
Following is the description of what The Morrow County Assessment and Tax Office does. The Morrow County Assessment and Tax Office values, calculates, extends and collects taxes for all Real Property, Manufactured Structures, Personal Property and Utility Property located within Morrow County in accordance with State Law. My department's 2023-24 budget is \$1,075,990. Morrow County has a Market Value of over \$9 Billion, a taxable value of over \$3.9 Billion, a certified tax of over \$57 Million for the 2022-23 tax year. Morrow County also receives in lieu of tax money of over \$20 Million, all of which this office manages. Those respective properties total over 9,800 accounts. Morrow County has experienced substantial growth during the past several years. (See attached value history) This office administers several exemption and special assessment programs for example, Enterprise Zone and SIP Exemptions, Veterans and Senior Deferral, Charitable, Religious and Benevolent Exemptions, Farm, Forest and Wildlife Habitat Special Assessments and Low-Income Housing Special Assessments to name a few. This office acts as staff to the Columbia River Enterprise Zone Board and Morrow County Commissioners during Enterprise Zone and Strategic Investment Program negotiations. This office works closely with the County Clerk, Treasurer and Planner to achieve these duties. This office works with the Oregon Department of Revenue for State Appraised Accounts. This office has a staff of eight including myself. Although, we are not currently fully staffed. The Assessor and Appraisal staff have statutory requirements that include being a Registered Appraiser with the Oregon Department of Administrative Services, as well as continuing education requirements. This office assesses Fire Patrol Surcharges for Forestland within the County on behalf of the Oregon Department of Forestry. This office is an agent for the Building Codes Division of the Oregon Department of Consumer and Business Services for processing Manufactured Home Ownership Documents and Trip Permits. This office defends Morrow County for all levels of property appeals from the

local Board of Property Tax Appeals up to The Magistrate Division and Regular Division of The Oregon Tax Court. For all of the above-mentioned items, the Assessor is ultimately responsible for. This office is responsible for collecting all local taxing districts budgets and forwarding them to the Oregon Department of Revenue. This office also works closely with all local taxing districts for budgeting purposes, I provide budget estimates and complete GASB 77 reporting for all taxing districts with jurisdiction in Morrow County. This office handles all public, private and governmental inquiries for property located in Morrow County. In short, the Assessor, Tax Collector and staff are the basis for Oregon's Local Government and Local School systems, without the Assessment and Tax Office, all local governments and special districts would cease to exist.

One issue I do have concerns with, is cost-of-living increases, (COLA). Most elected officials have staff that are either members of a union or exempt. If elected officials and other non-union staff receive a lesser COLA amount than the union staff, we run into the situation of subordinates' wages creeping closure to supervisor's wages. This has occurred in the past with those particular department heads getting a larger increase that is arbitrary and only to get their wage back in line with subordinates. Having the Elected Officials/Department Heads receive the same COLA as the Union and Non-Represented Employees in their department receive would help alleviate this.

If you have any questions or concerns please feel free to reach out to me.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Gorman", written over a horizontal line.

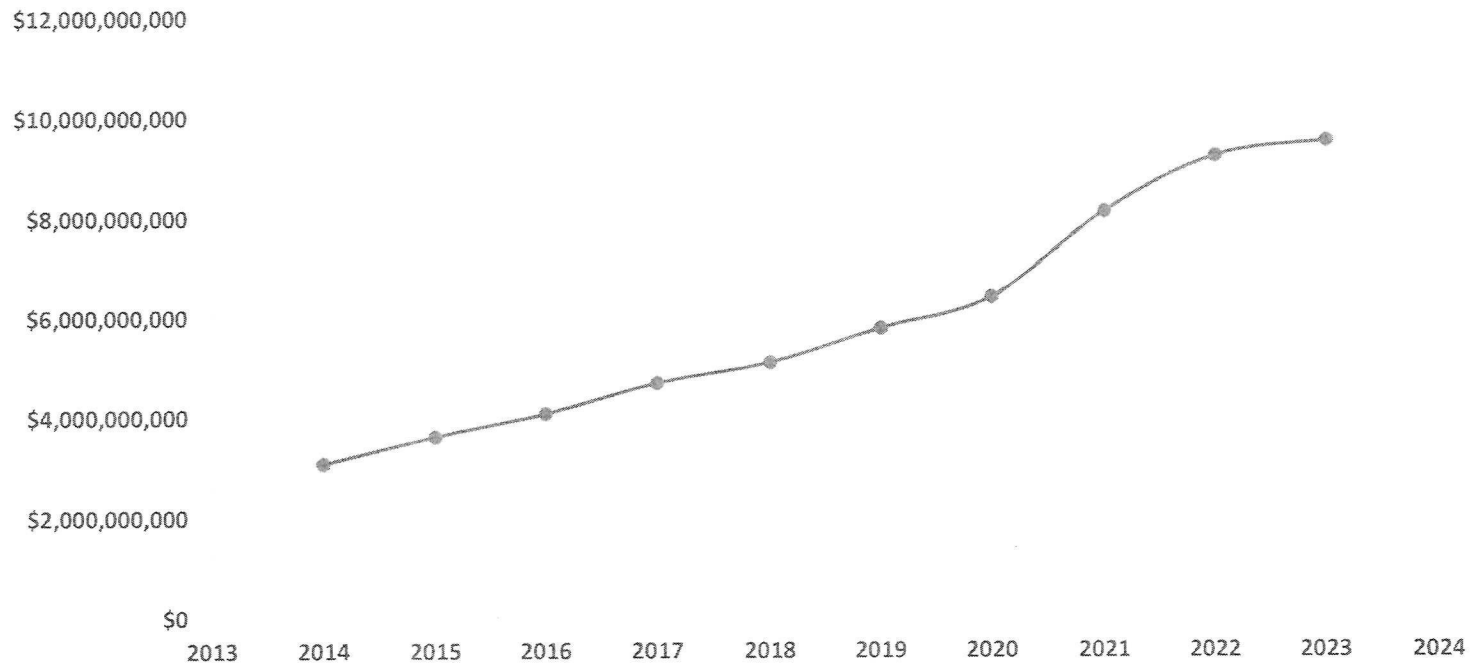
Michael Gorman
Assessor/Tax Collector

Morrow County Values and Taxes 2014-2023

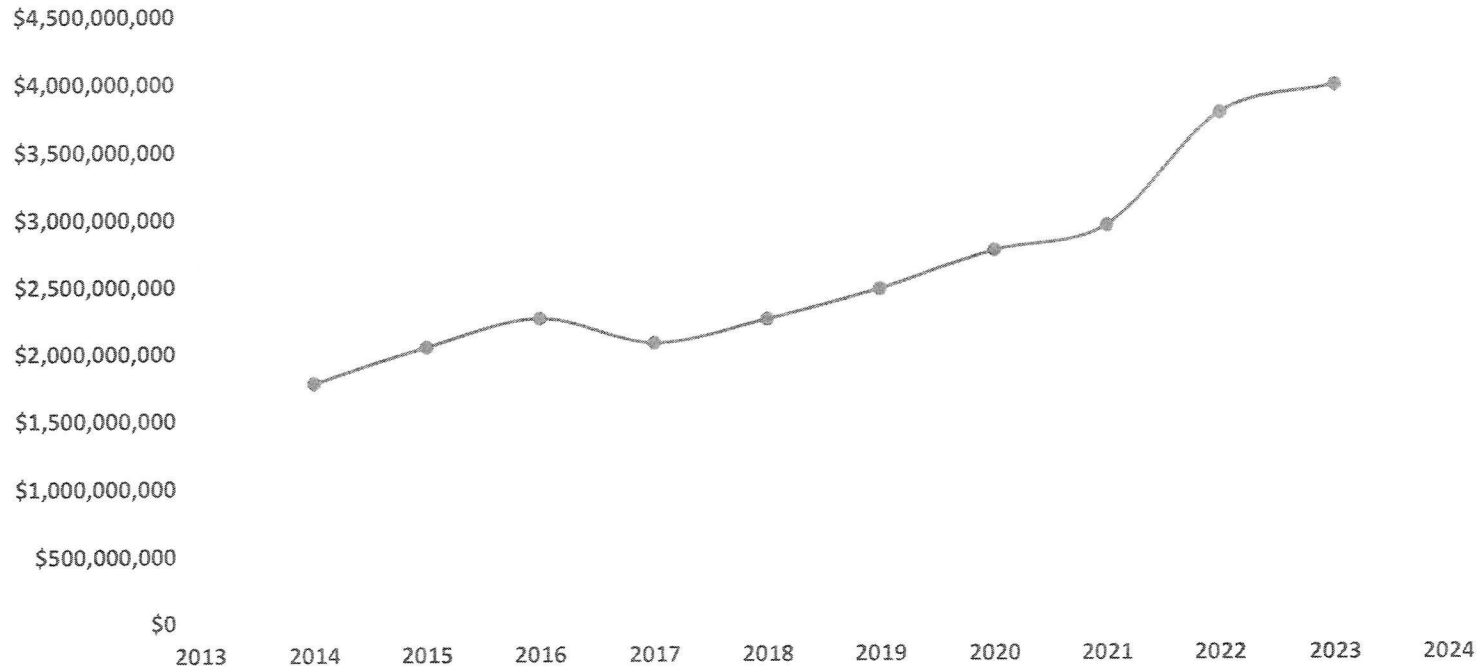
Year	RMV	AV	Certified Tax
2014	\$3,089,994,545	\$1,774,504,324	\$27,839,804.90
2015	\$3,625,832,410	\$2,043,538,478	\$32,228,046.43
2016	\$4,078,799,116	\$2,256,129,368	\$32,711,386.09
2017	\$4,700,766,633	\$2,069,395,917	\$31,885,372.64
2018	\$5,114,350,191	\$2,248,142,683	\$35,192,765.05
2019	\$5,786,369,143	\$2,470,622,726	\$37,334,205.53
2020	\$6,414,500,000	\$2,752,050,000	\$39,558,815.40
2021	\$8,128,742,740	\$2,935,993,206	\$43,706,964.97
2022	\$9,228,177,745	\$3,759,690,030	\$54,070,119.75
2023	\$9,526,332,767	\$3,963,526,707	\$57,713,619.98
Percentage of Increase			
	208%	123%	107%

The increase in Real Market Value (RMV) is mostly from new industrial and utility value. The reason the taxable value increase (AV) is not proportional to RMV is because a number of the new industrial and utility properties have received a property tax exemption, either through the Enterprise Zone Program or the Strategic Investment Program. Those exemptions last from 3-15 year and are unique to each property, after which those properties will added to the AV. Several food processing plants, ethanol producing plants and data centers contribute to the industrial growth. 4 major wind production projects and a large scale gas fired power plant contribute to the utility component of value. The 2017 decrease in AV is due to Portland General Electric's Carty Plant starting its 15 year SIP Exemptpion. The increases from 2018-Current is mostly due to Amazon's expiring EZ Exemptions. Amazon contiuniues to invest and construct new data centers in Morrow County. There has been substantial residential and commercial value growth throughout the North end of the County but not to the extent of the industrial and utility value growth.

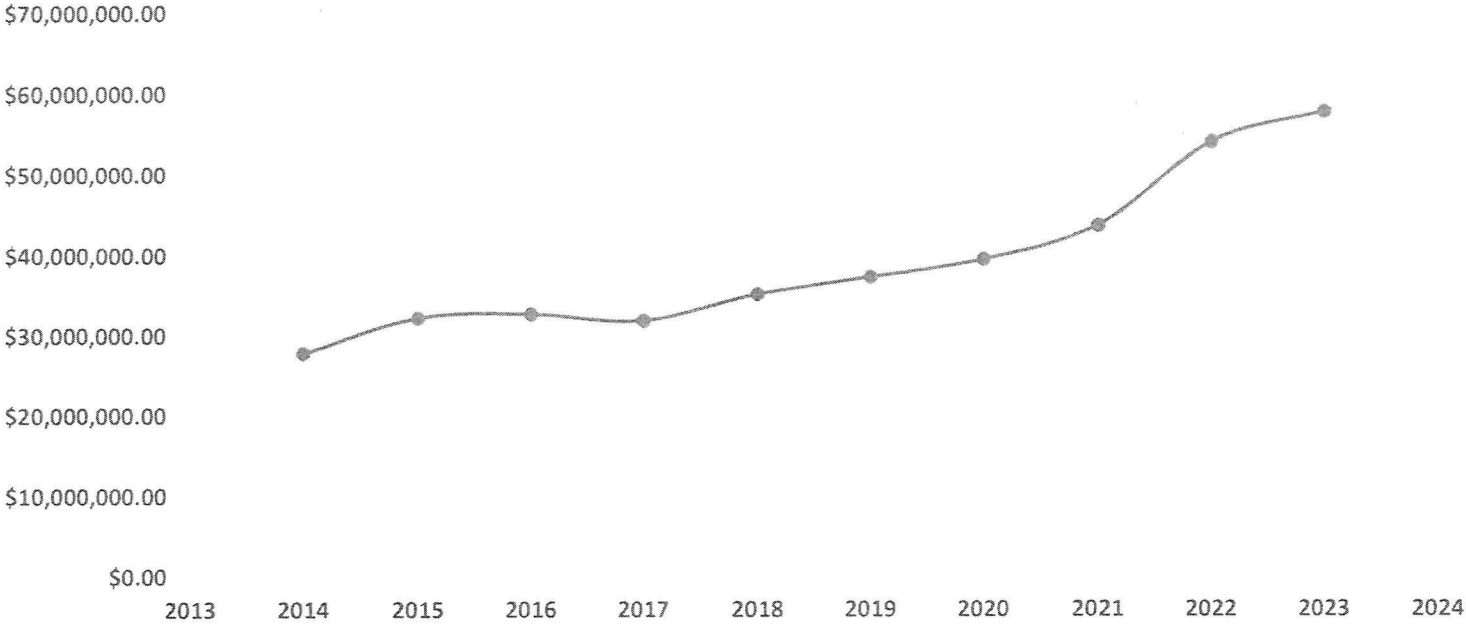
REAL MARKET VALUE



ASSESSED VALUE



CERTIFIED TAX



Clerk

Clerk Summary

Current Wage	\$7,970/mo.	\$95,638/yr.
Number of subordinates supervised	2 FT & PT Election Workers	
Size of budget administered	\$476,595	

ORS 205.110¹

General powers and duties of County Clerk by statute

(1) The county clerk in each county shall keep and maintain the records of the county governing body.

(2) The county clerk of any county in which the county court has judicial functions shall, for the county court:

(a) Keep the seal of the court and affix it in all cases required by law.

(b) Record the proceedings of the court.

(c) Keep the records, files, books, and papers pertaining to the court.

(d) File all papers delivered to the clerk for that purpose in any action or proceeding in the court.

(e) Attend the terms of the court, administer oaths, and receive the verdict of a jury in any action or proceeding therein, in the presence and under the direction of the court.

(f) Under the direction of the court enter its orders and judgments.

(g) Authenticate, by certificate or transcript, as may be required, the records, files or proceedings of the court, or any paper pertaining thereto, and filed with the clerk.

(h) Exercise the powers and perform the duties conferred upon the clerk by statute.

(i) In the performance of duties pertaining to the court, conform to the direction of the court.

(3) The county clerk may take and certify the proof and acknowledgment of a conveyance of real property, or any other written instrument authorized or required to be proved or acknowledged. [1977 c.594 §2; 1981 s.s. c.3 §39; 1983 c.327 §5; 1985 c.540 §40; 1991 c.230 §11]



PO Box 338-- Heppner, Oregon 97836
(541) 676-5604 FAX (541) 676-9876

County Clerk
Bobbi A. Childers Ext. 5601

Memo: Compensation Committee 2024

RE: Morrow County Clerk

Compensation Committee,

I'd like to thank all of you for donating your time to look at Morrow County Elected Officials compensation.

Currently we have 7138 registered voters over 300 more than in 2021, and 201 pending voters that are waiting to turn 18 (they are confidential). Morrow County population report through Portland University says that Morrow County has 12,315 people living here (estimate 7/1/22), 58% is registered to vote. My office has all the same constitutional statutes to uphold as County Clerks' and Election officers/Recorders and Board of Property Clerks throughout Oregon.

We had a Special Election in May of 2023 that we received payments of \$11,609.90 for that one and we ran a Special Election for the Morrow County Health District in November for \$8,603.89. My office continues to try to keep costs down as much as possible.

I supervise two Chief Deputy Clerks' who work in Elections, Recording and Board of Property Tax appeals with me. My office is the first point of contact for many people, as we record their deeds of record and any and all mortgages and lien records. We answer the zero number - main multi-line phone system for the county, making it pertinent that we have knowledge of what other offices in the county do and who the point of contact is. We also, manage and archive to Microfilm all county records. My office is the marriage licensing agent for the State of Oregon. We create this record and upload it to the state and this is a vital

record that stays here forever and at the State level, too. This record can now be requested from the State or the county. I strive to be diligent in this as most records are created for the public and are a permanent record. I provide marriage ceremonies for couples, in the office and by appointment. I keep all county commissioner minute records and maintain electronic board of commissioners' journals, and archive them as they are permanent records.

We maintain public search stations for the public, in both the Heppner office and the Irrigon office. One reason I sought the Irrigon office was so it could be used as a backup in the case of a shutdown at the Courthouse or other emergencies that could affect the running of the main office in Heppner. Records in two places can't be bad. I also strive to serve all the people of Morrow County.

I'm the County Death Registrar and my staff are Deputy Registrars'. we had 63 deaths in Morrow County this last year. As the Registrars' we issued out of the Clerks office 133 certified copies to families of the deceased and facilitated copies to the County Veterans Services Agency.

As Passport Administrator from July of 2022 to January of 2024 we've had over 93 service fees that were passport applications and 112 photos taken in our office.

As Board of Property Tax Appeal Administrator, I've completed all the required trainings and the required Board appointments along with scheduling of meetings (we had no appeals filed this year). I maintain the forms updated and links to this program through my county website.

I'm the Election Official of all elections held in Morrow County including the Cities, Towns and Districts. Certifier of the tax roll and point of contact for all elected officials on behalf of the Ethics Commission (I am asking that the Administrator takes this over). I also bill all district elections.

I currently do all updates to the Morrow County Clerk's website link, this is an ongoing process.

I am currently a Past President of the Oregon Association of County Clerks. I work closely with all Oregon County Clerks and vendors doing business with County Clerks, Election officials and Recording partners.

I have a number of certificates in Elections and Records/Recording, including being a Certified County Clerk through the Oregon Association of County Clerks continuing education program. I graduated from Election Center in 2008, with a

certificate as a Certified Election Registration Administrator, this is a well-known National Election program.

I represented Morrow County as the first county clerk to graduate from AOC's County College. I belong to a number of professional programs to better understand the ever-changing rules and laws that effect the county, cities and districts which I'm statutorily responsible for.

I answer to the people of Morrow County and the Secretary of State; my office is a constitutional office and I comply with the Constitution of Oregon, and have a working knowledge of all the Oregon Revised Statutes that govern my office. I am the designated Election authority in Morrow County. I determine in writing whether initiative measures presented for a vote meet the requirements of section 1 (2)(d), Article IV, and section 10, Article VI of the Oregon Constitution.

As Clerk I am the point of contact for all Property Tax Appeals, do all the notices to the public, find board members and work with the Department of Revenue to serve Morrow County Citizens (this year we had no one file).

My office is highly accountable to the citizens of the county to run fair and unbiased elections and preserve the records for many generation to come. I will always be an office that is service orientated and a place that the citizens can come too, including an office that I keep in Irrigon to have a presence in the North End of the County.

I started as Chief Deputy Clerk in 2000 and have been the County Clerk since 2004; I consider my job to be an honor, as the people of Morrow County have entrusted this job to me.

I am elected to a four-year term, I'm on the end of my fifth term, and have filed for my sixth term. I have worked in this office going on 24 years in May, I'd ask that you look at my longevity as an asset to Morrow County. I understand that other offices bring in money from taxation and fees we've brought in \$200,991.61 January to January much of it flowing to other departments.

As far as comparable jobs the Clerk has two full time employees and 4 to 6 election workers during elections. We maintain all permanent records of land, mortgage, lien, marriage, commissioners' resolutions, orders, ordinances, contracts, and agreements. The clerk also administers the oaths of office to County elected officials. We record and maintain military discharge records as confidential

records at no cost to the veterans. On the Election side of the job we receive all nomination and petitions for all county elections, prepare ballots, procure and maintain voting machines, recruit and train election workers and conduct all elections and keep records of all elections records as permanent. This office is the registrar of Death records. I know my office is a valuable asset to Morrow County.

The Clerk historically is one of the oldest known officials in local government with beginnings back in Ancient Greece, 1272 AD.

Respectfully submitted,

Bobbi Childers
Morrow County Clerk

[CC: Job Description](#)



MORROW COUNTY JOB DESCRIPTION

Date Prepared: 2018, Revised June 2021
Position Title: County Clerk
Department: Clerk and Elections
Supervisor: Electors

Position Summary: Direct operations, manage, and supervise Recording, Board of Property Tax Appeals (BOPTA), Elections department, Death Registrar, Passport Program Manager, Morrow County and staff manager along with Casual Employees and Appointed board members, supervise City election/records staff and District Authorities. This position is designated as the County Clerk as defined by ORS 205.110. Create and maintain Election Security Plan in compliance with ORS 254.074 (County elections security plan).

Supervisory Responsibilities: Responsible for supervising 2 regular employees and up to 8 casual election employees during elections and obtaining board members for BOPTA. Currently this office is in charge of building security. Oregon Revised Statute states county clerk is the only election officer who may conduct an election in this state. This includes, but is not limited to, establishing precincts, preparing ballots and sample ballots, and receiving and processing votes. Oregon Revised Statute also charges the county clerk to supervise local elections officials, this includes 5 cities and 20 special districts in Morrow County.

Desired Qualifications:

- Experience: Minimum of 5 years' experience in a public records or elections position, or a combination of experience and education/training.
- License: Must possess a valid Driver's License.

Skills/Abilities:

- Equipment used: Personal computer, telephone, copy machine, fax machine, advanced scanners, personal electronic devices and other office equipment, automobile and Voting machines.

- Proficient with Microsoft Office, including Microsoft Excel, Outlook, Word, email, Elections Central Registration systems, and all other software applications as required.
- Thorough knowledge of current records management technology; public records archives standards and laws; knowledge of accounting and budget methods; knowledge of general supervisory principles and techniques; advanced knowledge of state election and registration laws, sufficient to interpret and utilize related statutes; ability to plan and organize large-scale election activities, specifically with a vote by mail election.
- Possess an Oregon County Clerk's certification for elections, and/or recording, Elections Center Certification or classes and credits in a professional clerk's, recording, and election official program. Knowledge of legal documents, property descriptions, accounting, public records, archival and records management terms and processes.
- Aware of changes in Federal and State regulations relating to all areas of responsibility.
- Extensive knowledge of all laws for all document types presented for recording into Morrow County land, mortgage and lien records.

Job Duties/Responsibilities:

An individual in this classification will perform any or all of the following duties. However, these examples do not include all the specific tasks which an individual may be expected to perform.

Records

- Serve as the County archivist by providing the oversight and recommendations to county departments on archival methods. Responsible for the preservation and management of archives maintained in the County, to include inventory, tracking, storage, and destruction policies and procedures. Analyze and recommend appropriate action toward the short- and long-term records storage needs of the County. Maintain the County's public records to archival standards which includes the following areas of responsibility: Systems documentation; image, indexing, targets and certifications quality control; storage standards; care of obsolete or court-ordered records; removal; access; retention; destruction; research and retrieval; inventory and appraisal of records; and disaster planning.
- Maintain accounting records of monies owed and received. Verify and calculate amounts to be distributed to general ledger. Accurately and timely maintain all related financial records: accounts receivable; refunds; non-sufficient funds; account distribution; resolution and creation of new document types and fees,

etc. Coordinate with Treasurer and Financing any necessary updates to the Clerk's records computer financial system. Verify accounts and make necessary corrections. Collect payments, credit customer accounts, balance payments and deposit with County Treasurer. Review delinquent accounts, re-bill and/or initiate small claims proceedings. Establish and maintain various payment procedures designed to meet procedural needs of the customer and independent auditor.

- Maintain contact with title company personnel, State Archives Division, Oregon State Vital Records Unit, Department of Revenue, Oregon Recording Standards Committee, U.S. Passport Agency, attorneys, appraisers, surveyors, special districts, cities, other County departments, including county counsel, assessor, treasurer, justice court, planning, public works and local funeral directors, etc. Provide training and respond to unusual and/or complex questions and problems encountered by the above agencies and subordinates involving all areas of responsibility. Manage death, marriage and passport programs. Act as the department's Management Information System Representative, providing computer training and support to all staff within the Clerk & Elections Department and Board of Property Tax Appeals and Recording Department.
- Prepare a variety of reports and summaries regarding activities related to the Clerk's office. Prepare and publish legal notices, contracts, purchase orders, etc.
- Attend conferences, schools and seminars to keep informed of current and proper archival technologies, state and federal laws and legislation on a variety of subjects responsible for, in order to maintain mandated educational requirements.
- ORS 205.242 (2) county clerk shall receive and certify, as required by ORS 93.620 (time and place of recording) instruments presented for recording for a minimum of six hours between the hours of 9 a.m. and 4 p.m., including the first hour and the last hour, on every day except Saturdays, Sundays and other holidays.

Elections

- Manage all election activity in Morrow County, to include the review of filings for candidates and committees, petition and measure filings received, management of voter registration processes, ballot preparation and vote tabulation procedures, ballot security measures and the development of office policies and procedures that works to improve the quality of services delivered to the citizens.
- Study and adhere to election related federal, state and local laws, and all other relevant ordinances and guidelines. Keep informed on pending legislation that might benefit or adversely affect the operations of the office and/or the County and update the Board of County Commissioners when necessary.

- Develop training materials and provide training to staff, election workers, district and city election officials, and volunteers regarding laws and conduct of elections.
- Plan, organize and implement a variety of schedules involving election dates, actions and personnel. Prepare and distribute ballot layouts, legal notices and sample ballots. Maintain retention files and records for central committees and special districts.
- Issue Notices of Appointment, Oath of Office, Certificates of Election and abstracts, for all districts.
- Update election precinct maps and registration records and notify electors when annexations, formations, dissolutions, state and County Commission changes occur, redistricting and postal address changes are implemented.
- Respond to questions and requests for assistance for election information from the public, local election officials and candidates. Media exposure and public scrutiny are a regular part of the functions of this position. Prepare news releases and conduct media interviews as requested.
- Prepare public record requests in a timely manner as required by law.

Clerk

- Perform official duties of the County Clerk, such as solemnizing marriages, accepting and rejecting documents presented for recordation, administering oaths, issuing certificates of election to public officials, accepting district budgets, and certifying election returns, annual tax roll and documents of record. Ensure processing of passports, death certificates, abandoned property and personal effects, the ability to maintain confidentiality. Seek grants as available.
- Keep in contact and maintain relations with the Secretary of State Elections Division, Oregon State Archives, the Oregon Association of County Clerks and Association of Oregon Counties. Attend required training, conferences, meetings and serve on state committees.
- Supervise staff in the Records, Elections and Board of Property functions, Passports Acceptance, Death Certificates, Veterans Service Records and Marriage Licensing. Assign and schedule work, evaluate job performance, review work, provide education and training opportunities as needed, and establish the policies and procedures that provide the direction to staff. Initiate and conduct processes for hire, disciplinary action and termination.
- Formulate and present departmental budget for submission to Finance Director. Monitor and manage fiscal operations of the department.
- Oversee abandoned and lost property processes. Provide back-up support to subordinate personnel during peak workload periods and as staffing levels dictate. Ensure a clean, orderly, secure and safe office environment. Audit department

expenses. Process accounts payable, receivable, petty cash, election billings, reports and time cards for proper payment or reimbursement to County. Maintain work areas in a clean and orderly manner.

- Follow all safety rules and procedures established for work areas.
- Performs related duties as assigned to meet business needs.

This job description in no way states or implies that these are the only duties to be performed by an individual occupying this position. This job description does not constitute an employment agreement between the employer and elected official, and is subject to change by the County as the organizational needs and requirements of the job change.

Essential Job Functions:

Working Environment: Work is performed primarily in County offices and may include travel to other county facilities or within the state for training.

Physical:

- Ability to sit for extended periods of time while viewing a computer monitor and operating a keyboard.
- Other physical requirements include walking, bending, stooping, filing books on upper shelves, lifting heavy boxes and files up to 50 pounds. Position requires working 10-20-hour days and late nights or early morning work hours during elections.

Mental:

- Ability to handle stressful situations when interacting with the public and/or County employees.
- Ability to maintain confidentiality.
- Ability to perform duties in a highly ethical manner.

ADA Statement:

Ability to perform the essential functions of this position with or without reasonable accommodation.

Commissioners

Commissioner Summary

Current Wage	\$5,328/mo.	\$63,989/yr.
Number of subordinates supervised	1 Direct; 135 Indirect	
Size of budget administered	\$907,396 BOC; \$91,454,508 Total	

ORS 203.240¹

Organization, powers, and duties of board

(1) A board of county commissioners shall:

(a) Have the powers and duties and be otherwise subject to the laws applicable to county courts sitting for the transaction of county business.

(b) Unless provided otherwise by county charter or ordinance, consist of three county commissioners. A majority of the board is required to transact county business.

(c) Except as otherwise provided in ORS 203.230 (Abolishing office of county judge and establishing board of county commissioners in noncharter county) (5) or an order issued under ORS 203.230 (Abolishing office of county judge and establishing board of county commissioners in noncharter county) (1), appoint a chairperson from among their number who shall serve until the first Monday in January next following appointment. If two members of the board cannot agree on the appointment of a chairperson, the member of the board who is longest in length of service shall act as chairperson.

(2) When a county has established a board of county commissioners any reference in the statutes to the county court of that county shall be considered a reference to the board of county commissioners of the county. [1961 c.571 §2; 1971 c.88 §7; 1981 c.140 §4; 1985 c.756 §2; 1997 c.277 §2]

ORS 203.010

General powers of county as body politic and corporate

Each county is a body politic and corporate for the following purposes:

(1) To sue and be sued;

(2)To purchase and hold for the use of the county lands lying within its own limits and any personal estate;

(3)To make all necessary contracts; and

(4)To do all other necessary acts in relation to the property and concerns of the county.

District Attorney

District Attorney Summary

Current Wage Stipend	\$1,031/mo.	\$12,375/yr.
Number of subordinates supervised	4	
Size of budget administered	\$464,013	

Current State Salary: \$11,648/mo. or \$139,776/yr.

**** The Board of Commissioners have decided to include the District Attorney Stipend in the Compensation Board Review. The position is a state employee whose salary is paid by the State. The County provides an additional stipend to the state’s salary. ****

ORS 677.330¹

Duty of District Attorney and Attorney General

(1)The district attorney of each county shall prosecute any violation of this chapter occurring in the county. The Oregon Medical Board shall be represented by the Attorney General acting under ORS 180.140 (Other assistants). Each district attorney shall bring to the attention of the grand jury of the county any information independently developed by the district attorney, the Attorney General or other law enforcement agencies pertaining to a violation of this chapter.

(2)Upon any appeal to the Court of Appeals of this state in any of the proceedings referred to in subsection (1) of this section, the Attorney General shall assist the district attorney in the trial of the cause in the Court of Appeals.

(3)Justice courts and the circuit courts have concurrent jurisdiction of prosecutions for the violation of this chapter. [Amended by 1967 c.470 §60; 1979 c.562 §30; 1997 c.791 §20]

ORS 8.650¹

District Attorney as public prosecutor

The district attorney in each county is the public prosecutor therein and has the authority to appear and prosecute violations of the charter and ordinances of any city provided the circuit court for the county has jurisdiction with respect to violations of the charter and ordinances of each such city. In cities of a population of more than 300,000 the district attorney shall be responsible for the prosecution of all city ordinance violations. [Amended by 1971 c.633 §14; 1995 c.658 §21]

Attachment 1
Mandated Services of the Morrow County District Attorney Office

Mandated Service	Geographic Scope of Service	Source of Mandate	Funding Sources and Amounts
Child Support Enforcement – includes establishment of paternity and support obligations, enforcement of support obligations, securing and enforcing medical support obligations and provision of services for Interstate cases.	County-wide	ORS 8.675	Federal funds passed through Oregon DOJ and County General Funds. The Morrow County Support Enforcement, run by Debbie Peck, is reimbursed for 66% of expenditures.
Criminal Prosecution Review of cases, charging, court hearings, trial, probation violation sanction hearings, motions, etc.	County-wide	ORS 8.610, 8.650-670	County general fund Morrow County is Unique since there is no City Prosecutor’s to handle any of the caseload. ALL criminal cases go through this office.
Grand Jury	County-wide	ORS 8.670	County general fund
Assist Juvenile Court	County-wide	ORS 8.685	County general fund Juvenile dependency and Juvenile Delinquency matters.
Forfeitures	County-wide	ORS 8.680	County general fund Assist Blue Mountain Enforcement Narcotics Team and Boardman PD if they request assistance.
Multidisciplinary Teams – including Child Abuse, Elder Abuse, Sexual Assault Response Team.	County-wide	ORS 418.747 (Child Abuse); ORS 124.050 et seq. (Elder Abuse); SB 557 2011 legislative session (SART).	County general fund and CAMI Grant DA receives a Child Abuse Multidisciplinary Intervention grant each biennium to support the regional child abuse center and the county MDT. Fund has very limited expenditures. In the past the state would allow broad expenditures (examples: computers, monitors, etc.). Now, each expenditure must be directly tied to child abuse, and if the item is used for multiple purposes, CAMI will only pay %.
Public Records Inquiries	County-wide	ORS 192	County general fund District Attorney must review public information requests that have been denied by any local agency. Morrow County DA Office has reviewed several in the past year, usually from the press. Each request requires research and response to both the agency and the requesting party.
Public Safety Coordinating Council	County-wide		Mandatory member of LPSCC
Victims’ Rights and Victims’ Services	County-wide	Oregon Constitution, Article 1, Sections 42 and 43	County general fund and VOCA Grant Victim Assistant Deona Siex handles all constitutionally required victim obligations and manages grant applications for MDT and CAMI. The victim assistant is a full-time position.
County must provide “office space, facilities, supplies and stenographic assistance.”		ORS 8.850	County general fund
Appoint DDAs – paid with county funds		ORS 8.760-.780	County general fund Morrow County currently has 1 Deputy District Attorney. The current caseload and office obligations keep both the District Attorney and Deputy District Attorney busy.
Civil Commitments	County-wide	ORS 426	County general fund Commitment to the Oregon State Hospital of individuals with mental health issues. Also the revocation of trial visits. Resource intensive cases with very short timelines.

Justice of the Peace

Justice of the Peace Summary

Current Wage	\$7,590/mo.	\$91,083/yr.
Number of subordinates supervised	2	
Size of budget administered	\$426,181	

ORS 51.035¹

Justice of peace as municipal judge

Except as provided in ORS 3.136 (Jurisdiction over violations of Portland charter and ordinances), any city situated wholly or in largest part within the boundaries of a justice of the peace district may enter into an agreement pursuant to ORS 190.010 (Authority of local governments to make intergovernmental agreement) with the county in which the justice of the peace district is located providing that the justice court for the district shall have all judicial jurisdiction, authority, powers, functions and duties of the municipal court of the city and the judges thereof with respect to all or any violations of the charter or ordinances of the city. [1975 c.713 §1]

ORS 51.240¹

Qualifications for office

(1)As a qualification for the office:

(a)A justice of the peace must be a citizen of the United States and a resident of this state.

(b)A justice of the peace must be a resident of or have a principal office in the justice of the peace district in which the justice court is located. For purposes of this paragraph, a “principal office” is the primary location from which a person conducts the person’s business or profession.

(c)A justice of the peace must have maintained the residence within this state required by paragraph (b) of this subsection for at least three years immediately prior to appointment or becoming a candidate for election to the office of justice of the peace.

(d) A justice of the peace must have maintained the residence or principal office required by paragraph (b) of this subsection for at least one year immediately prior to appointment or becoming a candidate for election to the office of justice of the peace.

(e) A justice of the peace must:

(A) Be a member of the Oregon State Bar;

(B) Have completed a course on courts of special jurisdiction offered by the National Judicial College, or complete the course within 12 months after appointment or election to the office of justice of the peace; or

(C) Have completed, or complete within 12 months after appointment or election to the office of justice of the peace, a course that is equivalent to the course described in subparagraph (B) of this paragraph, proposed by the justice of the peace and approved by the Chief Justice of the Supreme Court.

(2) If exigent circumstances prevent a justice of the peace from completing the course required under subsection (1)(e)(B) of this section within 12 months after appointment or election to the office of justice of the peace, the presiding judge of the judicial district in which the justice court is located may grant the justice of the peace one extension of time to complete the course. The extension may not exceed 12 months. The presiding judge may require the justice of the peace to complete additional educational requirements during an extension granted under this subsection.

(3) Notwithstanding subsection (1)(e) of this section, a justice of the peace in a justice court that is a court of record under ORS 51.025 (Justice court as court of record) must be a member of the Oregon State Bar. [1991 c.458 §10; 1993 c.493 §88; 2015 c.570 §6]



Glen G. Diehl, Justice of the Peace
MORROW COUNTY JUSTICE COURT

Court Clerks
Gabriela Perches
Robin Jones

PO Box 130 • Irrigon, OR 97844
541-922-4082 • (Fax) 541-922-3472

PO Box 1125 • Heppner, OR 97836
541-676-5644 • (Fax) 541-676-5660

To: Morrow County Compensation Board
FROM: Glen G. Diehl Justice of the Peace
DATE: January 03, 2024
RE: Compensation- Justice of the Peace

As Morrow County's Justice of the Peace, it is my duty to ensure each individual's right to be heard, to uphold and apply the law fairly and impartially, without bias or prejudice, to protect citizen's state and federal constitutional rights, and to enforce the rule of law for the protection of our society. I would submit to you that the Justice Court is truly the "People's Court"

Morrow County justice court's authority extends to; local Ordinances, Violations of Law, and criminal offenses, that are committed or triable within Morrow County. Civil jurisdiction in justice court includes actions at law for the recovery of money, damages, personal property and penalties or forfeitures where the amount or value claimed does not exceed \$10,000.

The Justice of the Peace is a was established in in the Territory of Oregon during the mid-1800's. interestingly enough, Morrow County was created in 1885. There are currently Thirty-Two (32) Justice Courts, in Twenty-One (21) Oregon Counties

As Morrow County Justice of the Peace, I supervise two Full time Court Clerks. We have an annual Justice Court budget of over \$417,000. and a \$540,000. Revenue budget. Justice Courts number of employees supervised and size of budget is closely comparable to that of the County Clerk.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen G. Diehl".

Glen G. Diehl

Sheriff

Sheriff Summary

Current Wage	\$10,993/mo.	\$131,913/yr.
Number of subordinates supervised	42	
Size of budget administered	\$8,892,482	

ORS 204.112

(4) Notwithstanding subsections (1) to (3) of this section, the sheriff's salary shall be fixed in an amount which is not less than that for any member of the sheriff's department.

[1989 c.941 §1]

Next Highest Paid Employee: \$9,670/mo. OR \$116,043 /yr.

ORS 206.010¹

General duties of sheriff

The sheriff is the chief executive officer and conservator of the peace of the county. In the execution of the office of sheriff, it is the sheriff's duty to:

- (1) Arrest and commit to prison all persons who break the peace, or attempt to break it, and all persons guilty of public offenses.
- (2) Defend the county against those who, by riot or otherwise, endanger the public peace or safety.
- (3) Execute the process and orders of the courts of justice or of judicial officers, when delivered to the sheriff for that purpose, according to law.
- (4) Execute all warrants delivered to the sheriff for that purpose by other public officers, according to law.
- (5) Attend, upon call, the Supreme Court, Court of Appeals, Oregon Tax Court, circuit court, justice court or county court held within the county, and to obey its lawful orders or directions. [Amended by 1985 c.339 §1]

To: Whom It May Concern

The Sheriff is the highest law enforcement officer in a county. The Morrow County Sheriff is the chief law enforcement officer for Morrow County, who is responsible for all law enforcement at the county level. The Morrow County Sheriff is responsible for full-service law enforcement, enforcing all state and local laws, maintaining active traffic safety and enforcement deputies, 911 Dispatch services, Parole and Probation program, Civil process program, manages a jail services contract with an appropriate local jail, provides marine boating safety patrols, County Search and Rescue, Emergency Management, provides law enforcement services for an Off Highway Vehicle Park and other County parks, provides transports for local mental health office, and provides law enforcement services to the Circuit and Justice Courts. The Sheriff also provides additional law enforcement contracts as needed with the United States Forest Service and Corps of Engineers on an annual basis. The Sheriff manages Police Services contracts with the cities of Heppner and Irrigon. The Sheriff also participates in the Blue Mountain Enforcement Narcotics Taskforce (B.E.N.T) and supplies a full-time detective to the taskforce.

Administration of Sheriff's Office Staff includes:

Undersheriff, Lieutenants, Sergeants, Detectives, Deputies, 911 Communication Deputies, Civil Deputies, Probation Deputies, Emergency Manager, Reserve Deputies, Seasonal Deputies, and volunteers. Currently a total of 48 paid staff positions and 5 volunteer positions.

The Sheriff manages and is responsible for multiple budgets and grants.

Budgets:

- Sheriff's Office	5,926,482.00
- 911 Communications Center	1,197,393.00
- Probation	1,055,355.00
- Emergency Management	694,252.00
- Reserves/ K9	<u>19,000.00</u>
Total:	\$8,892,482.00

The Sheriff is responsible to serve and protect the public, protect people's rights and uphold the Constitution. In doing so, the Sheriff is responsible and liable for whatever occurs because of the Police Liability Law. The Sheriff is also responsible and reliable for all his/her staff. In addition, the Sheriff has an extraordinary civil liability.

This is not an 8 – 5 Monday through Friday position where you can go home each night and be off duty. Sheriff is a 24/7, 365 career, where you are on call all the time. There is not a day that I'm not taking a call, email or working on something Sheriff's Office related. To say that Sheriff is a unique position, would be an understatement.

I have been with the Sheriff's Office for over twenty-two years serving the citizens and visitors of Morrow County. Protecting the rights of all people, safety, security and livability are my top priorities. I'm proud to be your Morrow County Sheriff.

John A. Bowles, Sheriff

Treasurer

Treasurer Summary

Current Wage	\$7,590/mo.	\$991,083/yr.
Number of subordinates supervised	0	
Size of budget administered	\$156,773	

ORS 221.920¹

Duties of treasurer

The treasurer, as tax collector, shall collect and receipt for all taxes levied by the council and not returned as delinquent, and shall receive and faithfully keep the funds and moneys of any city referred to in ORS 221.906 (Election procedure generally) and pay out the same as directed by ORS 221.901 (Cities organized under 1893 Act) to 221.928 (Record of ordinances), or by city ordinances. When required by ordinance, the treasurer shall make and submit to the council a statement of the financial affairs of the city.

** Morrow County's Treasurer is not the tax collector as referenced above in the ORS. The Assessor is the tax collector.



TREASURER

Jaylene Papineau

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Heppner, Oregon 97836
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December 19, 2023

Morrow County Elected Officials Compensation Committee

RE: Elected Officials Compensation

Compensation Committee Members,

I am sure you are aware that not every County Treasurer in Oregon has the same duties. I understand that this is exactly the reason why the compensation committee has always had a tough time comparing the Treasurer's Office of Morrow County to other Treasurers and/or Finance Officers of other Oregon Counties, each County is very unique.

The duties of this position are many and varied. All money that comes in and goes out of Morrow County goes through the Treasurer's office.

Property taxes represent the largest source of revenues in the County Budget. Property tax revenues are estimated at 58% of total revenues for the County. Other significant revenues for the County include revenue from the State of Oregon (grants and revenue sharing), and revenues from Strategic Investment Program (SIP) projects. Most SIP projects have a portion of the proceeds being distributed to Morrow County Taxing Districts as well.

I only have myself to rely on to make sure these funds are distributed correctly not only to the County but also to all Taxing Districts of Morrow County.

As Treasurer, I work very closely with all other departments of Morrow County along with all Taxing Districts, other Government agencies and the public.

I am attaching the job duties I have put together along with additional information that may be helpful.

I appreciate your time and diligence.

Sincerely,

Jaylene Papineau
Treasurer

Job Description

Date Prepared: December 19, 2023

Position Title: County Treasurer

Department: Treasurer

Supervisor: County Electorate

Position Overview: The main purpose of the County Treasurer is to be the statutory cash custodian for Morrow County. The Treasurer manages bank accounts and the Local Government Investment Pool (LGIP) and is responsible for the proper receipting and disbursement of all monies.

Reporting Positions: Deputy Treasurer

Working Environment: Work is performed primarily in County Courthouse but will include travel to training and conferences.

Qualifications:

- Resident of the County.
- Elector of the County
- Citizen of the United States of America

Essential Job Functions:

Physical:

- Occasional lifting of heavy files, office rearrangement
- Occasional driving required
- Ability to operate personal computer and personal electronic devices to retrieve and enter data and information
- Regular and predictable attendance
- Ability to sit for extended period of time

Mental:

- Ability to handle stressful situations when interacting with other Government Agencies, other Elected Officials, the public and/or County Department Heads
- Ability to read, write, and comprehend English
- Ability to perform math functions
- Ability to comprehend complex issues
- Ability to maintain confidentiality
- Ability to understand Oregon Revised Statutes

Job Duty Outline:

COUNTY REVENUE

- Receives, reconciles and deposits all revenue
- Inputs all revenue for the County into accounting system.
- Responsible for all bank accounts
 - Currently 6 individual bank accounts
- Responsible for daily cash flow
 - Making sure there are funds in all accounts
- Receives and distributes Sale of County Land proceeds

- Receives and distributes SIP, Community Service Fees and Additional Monies to the appropriate taxing districts from the State of Oregon and reports to the State of Oregon.
- ACH coordinator
- Identify and receipt ACH payments for Justice Court, Assessor, Tax Collector, Clerk, Public Works, Special Transportation, Sheriff's Office, Health Department etc. on a daily basis.
- Receives and distributes Federal payments such as PILT, Mineral Leases, Utilities in Lieu, Flood control, Federal Forest Fees, and Railroad in Lieu.
- Receives and distributes from the State of Oregon Alcohol Beverages Tax, Cigarette Tax, Amusement Tax, and Gas Tax

COUNTY REPORTING

- Unclaimed Property report to the State of Oregon and all other states
 - Sending letters to persons/entities that have unclaimed property
 - Tracking responses
 - Reissuing to persons/entities that respond
- Oregon Department of Revenue Wind Tower Funds Reporting
- Quarterly Report on County Assessment Function Funding Assistance (CAFFA) which include Tier 1 interest (ORS 311.508), Tier 2 interest (ORS 311.508), recording fees from the clerk's office, Oregon Land Information System Mapping (205.323), and Oregon Housing and Community Services Housing (205.323) payments to the State of Oregon.
- Farm Labor Camp distribution ORS 307.490

INVESTMENTS

- All Investing for the County and Taxing Districts
- Maintain County Investment Policy
- Choose and maintain Investment Broker(s)
- Investment Reporting to County Board of Commissioners
- Receives Investment Authorization for the County and Taxing Districts

COUNTY PAYABLES

- CMS Fees-Bank Drafts
 - Parks and Transfer Station credit card processing fees
- Any NSF Fees charged to the County-Bank Drafts
 - From all Departments
- Quarterly CAFFA report Payment
- Double check Accounts Payable register against cash on hand
- Cuts Checks
- Verifies accounts payable invoices against checks printed
- Signs all accounts payable checks and mails

PAYROLL

- Verifies Payroll amount against cash on hand
- Print, sign and mail Payroll checks
- Assists where needed, including implementation of new software

RELATIONSHIPS

- Maintains working relationship with Oregon State Treasury and Oregon Department of Revenue.
- All County Departments
- All Taxing Districts
- All Banking
- Oregon Cultural Trust
- General Public

PROPERTY TAXES

- Estimated Property Taxes to be collected for 2023-2024 \$57,713,534.56
- Deposit all Property Taxes
- Maintain Property Tax account
- Balance with Tax Collector's Office
- Monthly Property Tax, interest, and unsegregated tax interest distribution to all Taxing Districts including the County
 - In November, it is a weekly distribution
- Distribute Community Service Fees from SIP agreements to Districts
- Distribute Oregon Department of Revenue Gain Share to Districts

PROPERTY TAX PAYABLE

- Property Tax Distribution
 - Print checks to districts
 - Wire Transfers to districts
- Property Tax Refund checks
- Community Service Fee and DOR Gain Share Distribution payments

CUSTODIAN OF DISTRICT FUNDS

- Receives, reconciles and deposits all revenue
- Inputs all revenue for the Taxing Districts into accounting system.
- Responsible for bond payments for the Town of Lexington
- Holds funds for Morrow County Unified Recreation District, Lone Rural Fire Patrol District, Town of Lexington, Lone Library District, Morrow County School District, Willow Creek Park District, South Gilliam RFPD and Pilot Rock RFPD.
 - Currently 8 separate Districts, 10 separate funds
 - As of the date of writing this letter, the total of these funds \$4,304,120.76
- All requested funds payments from Districts I am holding funds for
 - Print checks or wire transfer

TREASURER

- Department Budget maintenance
- Treasurer's Record Keeping of Revenue and Expenditures of ALL County and District Funds
- Other ORS/OAR

REGULAR MEETINGS, TRAINING, CONFERENCES and ASSOCIATIONS

- Board of Commissioner Meetings
- Budget Meetings
- Department Head meetings
- OACTFO Conference (Oregon Association of County Treasurer and Finance Officer)
- OGFOA (Oregon Government Finance Officers Association)
- GFOA (Government Finance Officers Association)
- NACCTFO (National Association of County Collectors, Treasurers & Finance Officers)
- GIOA (Government Investor Officer Association)

OTHER

- Order and Secure Check Stock
- Order and Secure Deposit Slips

- Maintain records according to OAR 166 including keeping a record of when and what records are destroyed.
- Selects and Trains secondary signatory in regards to local banks and LGIP
- Morrow County Cultural Trust Fiscal Agent
- Provide information for Departments Quarterly reports
- Works with County External Auditor
- Works with Taxing District Auditors
- Mail and Filing
- Responsible for Courthouse Postage Meter machine
- Knowledge of Budget Law
- Knowledge of Public Meeting Law
- Assists County Departments, Taxing Districts and general Public with information

Treasurer Statutory Summary

1. Interest

294.080 (1) Except as provided in subsections (2) and (3) of this section, the county treasurer shall credit to the general fund of the county all interest received from any investment made from the general cash balance of any funds in the hands of the county treasurer. If the entire investment is made from a specific fund, however, the treasurer shall credit the interest to the fund from which the investment was made.

(2) The county fiscal officer of a community college district, as defined in ORS 341.005, shall credit to the general fund of the district all interest received from any investment made by funds in the hands of the county fiscal officer. If the entire investment is made from a specific fund, however, the county fiscal officer shall credit the interest to the fund from which the investment was made.

(3) Interest earned by investment of any moneys received by the county treasurer from any source, which moneys have been designated for a particular municipal corporation as defined in ORS 294.311, shall be credited to the account of the particular municipal corporation and not to any county fund.

2. Investment

294.004(2) Definitions. "Custodial officer" means the officer having custody of the funds of any county, municipality, political subdivision or school district.

294.035 the custodial officer may invest any sinking fund, bond fund or surplus funds in the custody of the custodial officer in the bank accounts, classes of securities at current market prices, insurance contracts and other investments listed in this section, but only after obtaining from the governing body of the county, municipality, political subdivision or school district a written order that has been entered in the minutes or journal of the governing body.

294.053. a county treasurer may invest any sinking fund, bond fund or surplus of funds in the custody of the county treasurer in master warrants of that county issued under ORS 287A.482 to 287A.488.

294.048 when funds invested under ORS 294.035 (3)(d) are required to meet current cash demands and when withdrawal or liquidation of such investments at the time would cause a loss because the investment would be withdrawn or liquidated prior to maturity, the custodial officer may, after receiving the approval of the governing body, borrow funds on short-term promissory notes that shall be secured by pledging or assigning the investments held under ORS 294.035 (3)(d). The notes shall mature in not more than six months after date of issue. If a lender demands physical possession of the certificates of deposit or other evidence of an investment pledged or assigned under this section, the custodial officer shall deliver the certificate or other evidence to the lender.

294.155 (1) The custodial officer for a local government that holds and invests funds on behalf of another government unit shall at least once a year submit an audited report to that government unit for which funds are invested. An audit report shall be submitted to the local governmental unit or units within 30 days after receipt of the audit report by the custodial officer's governing body. This subsection shall not apply to municipal corporations or political subdivisions exempt from municipal audits in ORS 297.435.

(2) The custodial officer shall prepare a report not less than monthly to each county, municipality, school district and other political subdivision the segregated funds of which the custodial officer is then investing, as to changes made in the investments of the funds of that body during the preceding month. If requested by that body, the custodial officer shall furnish to it details on the investment transactions for its fund. The

custodial officer shall also provide copies of any investment policy which has been adopted to the custodial officer's governing body upon request.

3. Checks and Warrants

294.005 Definitions for ORS 294.005 to 294.029. As used in ORS 294.005 to 294.025, unless the context requires otherwise:

(1) "Warrant" means a warrant issued by a subdivision.

(2) "Subdivision" means any county, municipal corporation, quasi-municipal corporation, or civil or political subdivision in this state.

The board of commissioners may authorize use of "check-warrant forms." The Board of commissioners may also "by resolution authorize such practices with respect to the form, issuance, delivery, endorsement and payment of warrants as it shall deem convenient, efficient and in the public interests" conforming substantially to the provisions of ORS 294.027 or 294.028. The check-warrants can be issued by an authorized officer and be drawn on the custodial officer or depository of county funds, upon written direction of the custodial officer, as if the check-warrant were a check. The board of commissioners can also authorize the custodial officer to issue checks in the payment of claims without issuance of a warrant.

294.053 a county treasurer may invest any sinking fund, bond fund or surplus of funds in the custody of the county treasurer in master warrants of that county issued under ORS 287A.482 to 287A.488.

208.060 the county treasurer of any county may, upon order of the county court, cancel any county warrant which the county treasurer has been compelled to receive in payment of or as an offset to obligations due the county.

287.452 all Warrants unpaid upon presentment shall draw interest at the legal rate. The county may order a lesser rate of interest and make interest payable semi-annually.

287.454 warrants and checks more than two years old; report by fiscal officer; claim by owner. (1) The county fiscal officer shall prepare a report of all warrants and checks issued more than two years prior to July 1 of that year which have not been paid, pursuant to ORS 98.352. (2) The lawful owner of any warrant or check included in any list referred to in subsection (1) of this section, not presented to the county treasurer for payment and not paid, thereafter may file a claim with the Department of State Lands in the manner provided by ORS 98.392 and 98.396.

4. Funds

208.110 (2) Keep a trust fund for each public officer receiving money in trust for litigants or other persons.

(3) Pay out money from any such trust fund to the persons entitled to the same upon the order of any such officer. (4) Receive checks, drafts and money orders for any such officer for collection only. (5) If a check, draft or money order received under subsection (4) of this section is returned to the treasurer unpaid, charge the same to the account of such officer.

609.110, 609.180 all proceeds from dog licenses and rabies inoculations and nuisance dogs and dogs in livestock shall be turned over to the county treasurer and kept in the Dog License Fund.

565.310 the county treasurer shall hold any funds remaining when a county fair is not held in a reserve fund for future county fairs.

35.265 when the county commences a condemnation action and seeks immediate possession of the property, it shall create a fund in the estimated amount of just compensation and place the fund in the hands of the county treasurer for deposit with the clerk of the court.

5. Payments and Collections

208.010 the county treasurer shall receive all moneys due and accruing to the county, and disburse the same on the proper orders, issued and attested by the county clerk.

208.020, 208.030, 208.040 county orders shall be redeemed by the treasurer according to the priority of the time of presentment. Such orders, payable out of the county revenue, shall be received in payment of county taxes without any regard to priority of presentment or number, but the treasurer shall not pay any balance thereon over and above such tax when there are outstanding orders unpaid for want of funds. When the county treasurer redeems any order on which interest is due, the county treasurer shall note on such order the amount of interest paid thereon, and shall enter on the account the amount of such interest, distinct from the principal.

208.990 any county treasurer failing to comply with ORS 208.020 for a period of 10 days commits a Class A violation.

208.070 the county treasurer shall so arrange and keep the books of the county treasurer that the amount received and paid out, on account of separate and distinct funds, or specific appropriations, shall be exhibited in separate accounts, as well as the whole receipts and expenditures by one general account.

208.080 the county treasurer shall at all times keep the books and office of the county treasurer subject to the inspection and examination of the county court. The county treasurer shall exhibit the money in the office of the county treasurer to such court at least once a year.

208.090 the county treasurer of each county shall, on or before the 10th day of each calendar month, file with the county court a statement in writing showing, as of the first of the then calendar month:

- (1) The amount of cash on hand in the custody of the county treasurer as county treasurer;
- (2) The banks in which such funds are deposited, with the amounts so deposited in each bank;
- (3) The security furnished the county by each bank to cover such deposits, and the interest rates paid on such deposits; and

(4) A statement of the amount of outstanding warrant indebtedness of the county and the date up to which the county's warrant indebtedness has been redeemed.

294.085 the board of commissioners shall examine the financial affairs of the county clerk, county treasurer and the county sheriff in January and July of each year in a public meeting.

294.070 for expenditure of Taylor Grazing, except for moneys required to be expended through the county general fund all moneys paid to a county under ORS 293.575 shall be deposited with the county treasurer and credited to a special fund designated the Range Improvement Fund of Grazing District No. _____. The county treasurer as ex officio district treasurer shall disburse the moneys in the Range Improvement Fund only upon the written order of the grazing advisory board.

206.020 the county sheriff shall deposit all fees collected with the county treasurer monthly, and provide the county treasurer and county clerk with a duplicate receipt of sums received for the care or preservation of property.

51.310, 51.340 Justices of the Peace for the county shall deposit fees collected with the county treasurer for crediting to the general fund, and shall report monthly to the county treasurer the amount of all fines collected. (Any officer willfully violating ORS 51.340 is subject to a fine of not more than \$25 for each offense, payable to the county treasurer for benefit of the common schools.)

275.275 The county treasurer shall distribute proceeds from the sale of tax foreclosed properties.

6. Other Governments

288.570 any municipality required by law to use the county treasurer as paying agent may appoint a paying agent and registrar in connection with the issuance of bonds. The municipality shall give notice to the treasurer of the school district funds.

288.580 a county treasurer may enter into agreements with financial institutions to serve as paying agent and registrar, as provided in ORS 288.570 (1) to (8), for any bond issue for which the county treasurer serves as paying agent. A county treasurer may recover costs from the municipality for the service

328.255, 328.260, 328.275 the county treasurer shall register each school district bond and shall cause the bonds to be delivered to the purchasers upon receipt of payment. The county treasurer may hold the bond proceeds, and shall pay the proceeds over to the designated custodian of school district funds. Funds from tax levies to pay the bonds may be held by the county treasurer, who shall hold them in a separate fund and is liable upon the official bond for failure to retain or account for the funds.

341.005, 341.685 The county treasurer acts as paying agent and registrar for bond sales by community college districts.

545.181(2), 545.537 the county treasurer shall be the ex officio treasurer of an irrigation district and shall be responsible to the district for the funds. The county treasurer shall transmit any funds collected for the district to the district's treasurer or secretary. The county treasurer may be the paying agent and registrar on district bond funds.

327.410 the county treasurer shall receive the apportionment from the Division of State Lands semi-annually, and the treasurer shall report the same to the administrative office of the county for distribution to the school districts in the county within two weeks of receipt.

328.005 to 328.045 the county treasurer is responsible to pay out apportionments of federal forest reserve receipts to school districts out of the county school fund upon order of the county's executive officer in December each year and as deemed advisable thereafter.

451.580 the county treasurer shall receive and deposit all funds for county service districts in separate accounts solely for the use of the district.

547.480 the county treasurer shall keep tax collection receipts for operation and maintenance of drainage districts in a separate fund and the county treasurer shall turn over the funds on a quarterly basis to the district secretary and/or treasurer.

679.260(2) all fines collected by the Oregon Board of Dentistry shall be paid the county treasury. The county treasurer, after deducting expenses, shall pay the fines over to the State Treasury before January 1 of each year.

266.530 the county treasurer shall act as registrar and paying agent for park and recreation district bonds.

371.505 the county treasurer shall hold assessments for road districts in a separate fund, and pay the proceeds over to the district upon furnishing a bond.

450.920, 450.945 the county treasurer shall be the custodian of tax monies of sanitary and water authorities and shall hold proceeds from the sale of bonds.

452.157, 452.170 the county treasurer may be the depository for vector and weed control district taxes levied by the district, and shall be the depository for taxes levied by the county on behalf of the district.

7. Public

208.170 the county treasurer is authorized to administer all oaths necessary in the discharge of the duties of his or her office.

204.016 to qualify for the office of county treasurer, the person must be a citizen of the United States, an elector in Oregon, and a resident of the county.

204.020 to assume the duties of his or her office, the county treasurer must first file a certificate of election and oath of office with the county clerk.

249.002 the office of county treasurer is a nonpartisan office

236.240 whenever suit is commenced on the official bond of a delinquent county treasurer, the treasurer may be removed by the board of commissioners.

297.515 the county treasurer, as all elected officials, is subject to the annual audit of the county books and accounts.

98.015 the county treasurer shall hold any found money or goods turned over to him or her following conviction of the finder under ORS 164.065 for violating ORS 198.005, publish notice, and turn over the money or goods for the owner. If not claimed, the money shall be placed in the county general fund.

98.210 to 98.230 the county treasurer shall receive an accounting and the net proceeds of unclaimed bailed personal property sold by the justice of the peace. If the owner of the property provides satisfactory proof of ownership, the owner is entitled to the funds deposited with the treasurer.

699.050 the county treasurer shall receive from hotels and motels the net amount and accounting from the sale of baggage and other personal property left by guests. The monies shall be credited to the county general fund, but may be reclaimed by the guest from the treasurer.

8. Bonds

287.070 the proceeds of the sale of the bonds shall be paid to the county treasurer and shall be placed in a special fund which shall be used only for the particular purpose or purposes for which the bond proceeds are to be used as specified in the order calling for an election upon the question of issuance of the bonds and for no other purpose. However, the proceeds from the sale of the bonds may be used for the payment of principal and interest of such bonds or for the redemption or purchase of these bonds.

288.010 to 288.120 if the state appoints a fiscal agency the county treasurer must remit funds to the fiscal agency for repayment of bonds. Once paid off, the canceled bonds and coupons must be returned to the county treasurer. The county treasurer is not liable for funds once remitted. The county treasurer is liable to the bond holders if he or she does not comply with these requirements.

381.515 the county treasurer shall hold the proceeds of all bonds sold by the county for an interstate bridge and hold the funds in a special bridge fund.

Chapter 215 Oregon Laws 2001 This act repealed ORS 208.200, 208.210 and 208.220. The county treasurer was ordered to transfer all records and bond proceeds of authorities, districts, cities or ports to the respective public bodies issuing the bonds.

370.200 the county may issue county road bonds. If it does, the county treasurer may loan money in the bond redemption fund, with the permission of the board of commissioners, secured by first mortgage on improved real estate within the county at six percent per year.

9. Tax Distribution

311.375 (1) On or before December 1 in each year each county treasurer shall pay over to the State Treasurer one-half of the amount of state taxes charged to the county of the county treasurer for the fiscal year then

current. In similar manner the county treasurer shall pay over one-quarter of such taxes on or before March 1, and the remainder of such taxes on or before June 1, of the fiscal year.

(2) Each such payment of state taxes shall be made without deduction for any cause out of the first moneys collected and paid into the county treasury over which the county has control.

(3) If a county fails to pay to the State Treasurer its entire apportionment of the taxes within 30 days after the dates prescribed in subsection (1) of this section, the unpaid balance shall be deemed delinquent, and is a debt due and owing by the county to the state and the county shall pay the legal rate of interest thereon from such date until paid. The payment of such interest shall not relieve the county treasurer from any penalty imposed by law for failure to pay such taxes as required by law.

(4) If a county treasurer fails to pay to the State Treasurer any money in the hands of the county treasurer for the payment of the amount of state taxes charged to the county at the time prescribed in subsection (1) of this section, the county treasurer shall, in addition to other penalties, be liable to the following:

(a) If the county treasurer fails for a period of 10 days after the time prescribed, the county treasurer shall forfeit to the state 20 percent on the amount withheld.

(b) If the county treasurer fails for a period of 30 days after the time prescribed, the county treasurer shall forfeit the office as treasurer and is a public defaulter.

311.385 the tax collector shall deposit all property tax moneys with the county treasurer no later than:

(a) One business day after: Payment of the moneys is made in person at the office of the tax collector; or

(b) The tax collector receives moneys collected by a financial institution or other collection agency; or

(c) Thirty calendar days after the payment arrives by mail in the county mail receptacle.

The tax collector shall take a receipt for all moneys deposited with the county treasurer. Property tax moneys shall not be deposited in any account other than the unsegregated tax collections account. The county treasurer shall deposit all property tax moneys to an account in the records of the county treasurer designated as the unsegregated tax collections account. Only those moneys that will be distributed under ORS 311.390 and interest earned from the investment of those moneys shall be deposited to the unsegregated tax collections account. "property tax moneys" includes all ad valorem taxes and all taxes on property, as defined in ORS 310.140, and all other amounts specifically authorized by law to be included on the assessment and tax roll, that are certified for collection under ORS 310.060 or other law and any interest on those taxes.

311.390 when the tax collector receives the assessor's certificate, the tax collector shall prepare and file with the county treasurer a percentage schedule of the ratio of taxes on property for each governmental unit as shown in such certificate, compared to the total of each of those amounts. If the percentage schedule is revised, a copy shall be filed with the county treasurer after approval by the county accountant, if one exists in the county, or by the county clerk.

311.395 the county treasurer shall credit the total amount of moneys set out in the statements prepared by the tax collector, except for the amount deposited into the property tax bankruptcy account under ORS 311.484, to the several funds for which the moneys were respectively received in accordance with the schedule provided in ORS 311.390. The county treasurer shall keep the moneys and warrants received from the tax collector in their respective funds. Within **five business days** of receiving a statement from the county tax collector, the county treasurer shall distribute the amount of money set out in the statement, except for the amount deposited into the property tax bankruptcy account under ORS 311.484, to the several taxing units according to the ratios provided in ORS 311.390. The county treasurer shall distribute interest earned on moneys in the unsegregated tax collections account at least once a calendar month.