



**Yamhill County**  
**Public Works Department**  
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John Phelan  
Director

Roy Panschow  
Road Supervisor

Russ Heath  
Shop Supervisor

**MEMORANDUM**  
September 29, 2016

To: Administrator Laura Tschabold  
Stan Primozich  
Desiree Lundeen  
Ken Huffer  
Lucy Flores Mendez, Keri Hinton

From: John F. Phelan, Public Works Director

Re: Extending employment of five temporary workers through October 23, 2016

I would like to request consideration of the following personnel action items:

I would like to extend, for three more weeks, the employment of five (5) temporary/seasonal, non-benefited workers whose employment is scheduled to end on October 3, 2016. Jeremy Rosenberg (Laborer II), Wesley Wittrock (Laborer II), Joseph Campbell (Laborer II), Nolan Ottley (Laborer II) and Philip Fisher (Laborer I) have been working forty hour weeks since their hire in April, 2016. I would like to keep them on until October 23<sup>rd</sup> so that we can complete our Maintenance Improvement Projects (paving/overlays) which have been slightly delayed by weather and contractor schedules. Because two Heavy Equipment Operators and one Medium Equipment Operator will have retired (the latter as of tomorrow, September 30<sup>th</sup>) this year, Public Works has the money in its budget to fund these extensions.

Lucy or Keri, please place this on the Commissioners' Agenda next week if Administration and the Board agree.

Let me know if there are questions.

John F. Phelan  
Director, Yamhill County Public Works

Accepted by Yamhill County  
Board of Commissioners on

10-16-16 by Board Order

# 16-401