COMMISSIONERS PRESENT: Kenneth M. Burdick, Chairperson
Jerry A. Dove, Vice-Chairperson

COMMISSIONERS ABSENT: Ida A. Lane, Commissioner

STAFF PRESENT: Paul Levesque, Executive Assistant
Leota Leake, Recording Secretary

STAFF PRESENT FOR PORTIONS OF MEETING: Vic Affolter, Community Development Director; Sue Cameron, Health Department Administrator; Darlene Cherry, Personnel Director; Dave Krebs, Shop Superintendent; Jim Gang, Emergency Management Director; Mary Wujcik, Executive Secretary

GUESTS: Tony Owens, Pacific City Sanitary District

CALL TO ORDER: By Chairperson Burdick at 9:00 a.m. in the Commissioners Conference room.

ITEM NO. 1: DISCUSSION CONCERNING ENVIRONMENTAL HEALTH FEE INCREASES: Ms. Cameron presented the proposed fee increase schedule and said it had been discussed during the 1991-92 budget process. She suggested the fees be increased 20%. The Oregon State Health Division had comparably increased their fees to the counties not doing their own inspections. The State also charges the counties a 15% surcharge on all inspections made by them. She said a report was generated listing all inspections done in that quarter with a total amount charged. This report along with a check in the amount of 15% of the total charges is mailed to the State on a quarterly basis.

Chairperson Burdick approved placing the fee schedule increases on the agenda for Wednesday. Ms. Cameron said the last fee increase had been made in 1989. She said nonprofit organizations were not charged.

Mr. Levesque said the fee increase schedule did not require a public hearing, and he would prepare the order for presentation at the Wednesday, October 9th, Board of Commissioners’ meeting.

Discussion Concerning Sanitarian 3 Applications: Chairperson Burdick asked how many Sanitarian 3 applications had been received, and if they were from local residents. Ms. Cameron said she had received one application, and the individual was a Clackamas County resident currently working for that county. His name was Martin Gano, and he was familiar with all the programs Tillamook County ran.
ITEM NO. 2: CALENDAR REVIEW OF APPOINTMENTS: The Commissioners reviewed their calendars.

ITEM NO. 3: COMMISSIONERS' STAFF UPDATE: Ms. Wujcik said an appointment was needed of a person, who would be a good public speaker, to act as a liaison between the Governor's office and Tillamook County. She said Commissioner Dove had suggested Mr. Labhart. Commissioner Dove said he would contact Mr. Labhart.

Commissioner Dove said there was a need for someone to coordinate the work with the local volunteers. Chairperson Burdick said that should be done in the Commissioners' office in order to ascertain it was done in a timely manner. Ms. Leake volunteered to be the coordinator.

Commissioner Dove said he would have the information regarding the Taxing District meetings.

Mr. Levesque said a letter should be mailed regarding the statutorily required meetings. Commissioner Dove said a two week meeting notice in two newspapers was required. Chairperson Burdick said Tuesday night October 29th in the Circuit Court room should be scheduled for the first meeting. Commissioner Dove said these meetings should be coordinated with Assessor Lutz and County Clerk Veltri. Ms. Wujcik said these meetings were required to be held by December 4th. Mr. Levesque said November 19th should be the date for the second meeting. Commissioner Dove said these meetings dealt with money measures only.

Discussion Concerning A Copy Machine Purchase for the Commissioners' Office: Ms. Wujcik discussed the copy machines and costs being considered for the Commissioners' office.

A discussion followed regarding the pros and cons of the proposed purchases.

Chairperson Burdick asked if a disc drive had been purchased for the Commissioners' office computer. Ms. Wujcik said no. She was instructed to purchase the disc drive now, and consider the copy machine as a later purchase.

Discussion Concerning Children & Youth Commission Applicants: Ms. Wujcik said Mr. Krein, the new Juvenile Department Director had made application, and 3 students names had been presented by the Committee. Commissioner Dove felt there should be a student member from each high school in the County. Ms. Wujcik said Mr. Krein could be appointed, and applications could be solicited from Tillamook High School. Nestucca and NehaKahNie students had already applied.

ITEM NO. 4: SUGGESTION BOX: There were no suggestions.
ITEM NO. 6: HEBO SERVICE DISTRICT UPDATE: Mr. Owens said Hebo Service District was not over on any item on the report.

Mr. Owens discussed the operation of the district. He said everything had been running fairly consistently. He said the tank had been pumped on the 26th, and it should be pumped again in six months.

Mr. Owens said he had inspected the cracks on the tank walls, but he did not feel they were impacting the structure.

Commissioner Dove asked if the cow had been removed from the facility. Mr. Owens said no, the owner was still in eastern Oregon on fire watch. Chairperson Burdick said Mr. Gardner had been responsible for the cow being there, and a letter would be sent instructing him to remove the animal immediately.

ITEM NO. 7: DISCUSSION CONCERNING COMMUNICATIONS OFFICER: Chairperson Burdick said a Communications Officer was needed for that department, and Mr. Gang had been recommended. Mr. Gang felt the time required to run the Communications Department efficiently was more than he could take away from his present department.

A discussion followed regarding Communications Department duties.

Chairperson Burdick said Mr. Krebs had stated he would be responsible for the maintenance duties for that department.

Mr. Levesque asked Mr. Gang if he felt two people could work for this department, one doing the paper work and the other doing the maintenance. Mr. Levesque felt the Communications Officer should be responsible for long range planning.

Mr. Krebs said he would have no problem maintaining the system as it is now. Time required for maintenance work would be only 6 to 8 hours per week at this time.

Chairperson Burdick felt the Sheriff’s Department should be involved in this matter. Mr. Krebs said the Sheriff’s Department had been cooperative on the maintenance work for the past few months.

Chairperson Burdick felt Mr. Gang needed more time to consider this appointment. Mr. Gang said he had thought he was being asked to take full responsibility for the Communications Department. If the duties were to be shared, he would consider it but needed more time to make his decision.
Discussion Concerning the Private Enterprise Installation on South Saddle Mountain: Mr. Krebs said he had been invited to a Washington County Radio meeting. He felt he would be questioned regarding the removal of the private enterprise installation on South Saddle Mountain. Chairperson Burdick said that matter was under investigation at the office of County Counsel.

Discussion Concerning Maintenance Department Vehicle: Mr. Krebs asked if the Commissioners had reviewed the information he had furnished regarding the two vehicles at General Services in Salem. Chairperson Burdick suggested driving out to Salem to investigate the vehicles on Tuesday, October 8th. He asked if a purchase would be possible while they were there if a vehicle appeared to be a good buy. Mr. Krebs said the purchase order could be issued from the Road Department.

Commissioner Dove moved to purchase a S10 Series pickup for $1,400 as a Maintenance Department vehicle, Chairperson Burdick seconded, passed with two aye votes.

Chairperson Burdick recessed the meeting at 10:30 a.m. and reconvened at 10:38 a.m.

ITEM NO. 8: DISCUSSION CONCERNING LAND USE TASK FORCE AND COMMUNITY DEVELOPMENT UPDATE: Mr. Affolter said the Land Use Task Force was making progress. Several applications had been received.

A discussion followed regarding the type of candidates which would be desirable for membership on the Task Force.

Chairperson Burdick asked how many acres there were in Tillamook County that were small woodlot. Mr. Affolter said that acreage was between twenty and forty thousand.

Discussion Concerning Sanitarian 3 Applications Received: Mr. Affolter said he had received two applications.

A discussion followed regarding the number of trained sanitarians available, and the qualifications required.

Commissioner Dove said the sanitation program should be kept in Tillamook County, but the Department of Environmental Quality (DEQ) would have to help in the absence of a sanitarian. He felt DEQ should help the County in the recruitment process, because if the positions were not filled, that department would be returned to the State.

Chairperson Burdick felt that within six months the local people would be requesting the program be run by the County if it were returned to the State.
Mr. Affolter said he was willing to try to keep the program going in the County. He discussed the reasons he felt the problems had occurred. He said staffing had been short, and he had a clerical employee who would like to work full time. He said the sanitation department would require 2 sanitarians full time and clerical help halftime. He said public notice had not been made at this time for the lead sanitarian position.

Chairperson Burdick said he did not want to subject the Community Development Department to any more problems. The program could be returned to the State, but if Mr. Affolter wanted to give it one more try he would not stand in his way.

Commissioner Dove said he would agree with that only if DEQ would help Tillamook County in the interim. He instructed Mr. Affolter not to move the part-time employee to full time until funding had been made available.

ITEM NO. 5: LIAISON REPORTS: Commissioner Dove said the new Juvenile Director Dan Krein had begun working in that department.

ITEM NO. 9: EXECUTIVE ASSISTANT UPDATE: Mr. Levesque said the Ruralite Magazine was printing County articles. He discussed the article being printed currently and other articles which would be printed at future dates.

UNSCHEDULED: HAZARDOUS WASTE COLLECTION COUNTY-WIDE: Chairperson Burdick said this collection had been done in a very professional manner. He felt a letter should be sent commending everyone involved in the collection for a job well done.

Chairperson Burdick said a suggestion had been made for funding the hazardous waste collection on an annual basis. The suggestion had been to add $1 to the solid waste services fee and tell the residents of the County that it would be funding for a hazardous waste collection.

UNSCHEDULED: CONSIDERATION OF APPROVAL OF AGENDA FOR WEDNESDAY, OCTOBER 9, 1991: The Commissioners approved the agenda.

Chairperson Burdick recessed the meeting at 11:00 a.m. and reconvened at 11:25 a.m.

UNSCHEDULED: DISCUSSION CONCERNING WAGES FOR SANITARIAN 3 AND CASE MANAGER: Ms. Cherry said a proposal had been made to the Union to place the salary for a Sanitarian 3 in range 26. A discussion with the Union had followed regarding salaries and the ranges. The Union had requested the Sanitarian 3 salary be placed in range 24 unless other comparable positions were placed in range 26.
There was a consensus to hire a Sanitarian 3 in range 24 at step 3.

Ms. Cherry said the Union had agreed to range 19 for the Case Manager position. Chairperson Burdick asked what step would be used. Ms. Cherry said the Union could only set the range, not the step.

Chairperson Burdick adjourned the meeting at 11:40 a.m.

RESPECTFULLY Submitted this 7th day of October, 1991.

ATTEST:
County Clerk: Josephine Veltri
By: Eleta Leake
Deputy Leake, Recording Secretary & Special Deputy

APPROVED BY:

Kenneth M. Burdick Jerry A. Dove Ida A. Lane