

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING  
Wednesday, April 15, 1987  
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COMMISSIONERS PRESENT: Dean J. Kinkade, Chairman  
Gerald J. Creasy, Vice-Chairman  
Gerald A. Woodward, Commissioner

STAFF PRESENT: Fred G. Young, County Counsel  
Karen Richards, Treasurer  
Dorene Sheldon, Recording Secretary

STAFF PRESENT FOR PORTIONS OF MEETING: Dave Krebs, Shop Foreman;  
Jon Oshel, Public Works Director; Kathy Kelso, Personnel Direc-  
tor; Jo Veltri, Clerk

GUESTS PRESENT: Mike Sims, Headlight Herald; Don Mason, Economic  
Development Director; JoAnne Watters; Lee Walker; Vickie White-  
head; Lois Albright; Jack Fay; John Hathaway; Craig Cayford

ITEM NO. 1: CALL TO ORDER: By Chairman Kinkade at 10:00 a.m. in  
the Justice Courtroom.

UNSCHEDULED: DISCUSSION CONCERNING AIR CONDITIONER IN EOC ROOM:  
Chairman Kinkade said it will cost \$300 to have the machine  
repaired. If the repair doesn't work, the \$300 will be applied  
towards a new \$1,100 machine. The air conditioner is necessary,  
as the room has no windows.

Commissioner Creasy moved, Commissioner Woodward seconded to  
repair the air conditioner with funds to be taken from Emergency  
Services.

UNSCHEDULED: DISCUSSION CONCERNING SENATE BILL #922: Lt. Dye  
will testify tomorrow on Senate Bill #922 on an advisory council  
for medical technicians, allowing EMT 1's to be part of the  
council. It was the Board's consensus to have him to testify.

UNSCHEDULED: CONSIDERATION OF ORDER TRANSFERRING FUNDS BETWEEN  
BUDGETED LINE ITEMS FOR THE ASSESSOR: Commissioner Creasy moved,  
Commissioner Woodward seconded to approve an order transferring  
funds from phones to supplies to be used for a printer, passed  
with three aye votes.

The Commissioners signed Order #87-52.

UNSCHEDULED: DISCUSSION CONCERNING WAY OF NECESSITY ORDINANCE:  
Mr. Young asked for authorization to publish notices for hearings  
on the ordinance.

Commissioner Creasy moved, Commissioner Woodward seconded to have  
Mr. Young publish notices, passed with three aye votes.

ITEM NO. 2: CONSIDERATION OF ORDER UPHOLDING APPROVAL OF BUILDING PERMIT FOR A 20' ADDITION TO A RESIDENTIAL STRUCTURE IN PACIFIC CITY FOR FRED PFEIFER: Mr. Young said he received information from Greg Hathaway, Mr. Pfeifer's new consulting attorney, requesting the Findings of Fact be changed. Mr. Young felt they were appropriate as submitted and said the matter would be litigated either way.

Commissioner Creasy moved, Commissioner Woodward seconded to approve and sign the Findings of Fact, Conclusions of Law and Decision, passed with three aye votes.

The Commissioners signed the Findings of Fact, Conclusions of Law, and Decision.

ITEM NO. 3: CONSIDERATION OF ORDER TRANSFERRING FUNDS BETWEEN BUDGETED LINE ITEMS FOR THE TREASURER: Commissioner Creasy moved, Commissioner Woodward seconded to approve the order transferring funds between budgeted line items from supplies to travel for the Treasurer, passed with three aye votes.

The Commissioners signed Order #87-53.

ITEM NO. 4: BID OPENING: SITE CLEARING AND GRADING FOR PACIFIC CITY NEIGHBORHOOD PARK: Chairman Kinkade opened the two bids. S-C Paving Company bid \$3,750; LaFond Construction, Inc. bid \$1,697. LaFond Construction, Inc. was the apparent low bidder. The bids will be given to Charles Anderson to review and make a recommendation.

UNSCHEDULED: BID OPENING: ASPHALT PLANT BURNER CONTROLS INSTALLATION AND PURCHASE: Chairman Kinkade opened the two bids. Asphalt Equipment & Service Company bid \$9,827; Guthrie Machinery Company bid \$5,580. Guthrie Machinery was the apparent low bidder.

Dave Krebs took the bids to review the specifications and will make a recommendation.

ITEM NO. 5: DISCUSSION CONCERNING AUTO MAINTENANCE PROPOSALS: This agenda item was postponed.

ITEM NO. 6: CONSIDERATION OF JUVENILE SERVICES COMMISSION COMPREHENSIVE PLAN FOR 1987-1989 BIENNIUM: Ms. Watters said the Commission accepted five proposals for use of their funds. Proposals accepted were the Tri-County Shelter Home for two years, the 19-hour secretarial position in the Juvenile Services Department for one year, a Restitution/Community Service Work Coordinator, \$2000 for Counseling of Juvenile Male Sexual Abusers, and Ardith Stout's Tillamook County sexual abuse victim's counseling program.

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Ms. Watters said the Restitution/Community Service Work Coordinator would deal with youth who have not paid their restitution because of joblessness. The \$2000 for counseling will help families with a child that needs counseling, based on a sliding scale payment. Ms. Stout does an excellent job as the sexual abuse counselor, and does a lot of things she doesn't get paid for.

Proposals not accepted included the AIDS information program through the County Health Department. Two-thirds of that program is geared toward adults. JSC can only fund programs for children 0-17. Marguerite Thompson submitted a proposal after the deadline, and it was the decision of the Commission to not accept the proposal. The Selby House applied, but JSC approved the Tri-County Shelter Home instead. The Selby House is a privately funded program, and is much more expensive.

Chairman Kinkade said JSC works very hard and has excellent results. Commissioner Woodward agreed.

Commissioner Creasy moved, Commissioner Woodward seconded to sign the resolution and order in the participation of Tillamook County in the Community Juvenile Services Act, passed with three aye votes.

The Commissioners signed Resolution and Order #87-54.

ITEM NO. 7: DISCUSSION CONCERNING ACTUARIAL VALUATION REPORT:

Mr. Cayford of Johnson & Higgins gave the presentation of the evaluation. Johnson and Higgins is the actuary for the Tillamook County Retirement Program. Mr. Cayford said the program is in excellent financial condition. Contribution requirements have decreased the last couple years, 10-15% last year. This is due to plan experience and excellent asset performance through Pacific Mutual Insurance which maintains the funds.

Highlights of this valuation report are 1) the analysis on why the plan has seen reduced contributions, and 2) the government has come out with additional accounting requirements. Johnson & Higgins have provided the information necessary to comply with the new regulations when filing accounting statements.

Commissioner Woodward asked why the auditors each year say there is 1 million dollars that could be used. Mr. Cayford said the company determines what will be everyone's ultimate benefit from the plan. Based on that measurement, the fund is not completely funded or additional contributions are required. Another way is to measure the plan based on benefits earned to date, ignoring any future service. On that basis, the extra money is there. However, that extra money will be used to fund future benefits.

Ms. Kelso said part of the reason the program is over funded is the county has gone through a big reduction in force. When employees leave, they only withdraw their portion. The matching funds the county has contributed remains.

Mr. Cayford said the program provides two benefits. One benefit is the account benefit when a certain percentage is contributed on each employees' behalf into a separate account and is credited with interest. The second benefit is any annuities that would be in excess of those benefits.

ITEM NO. 8: DISCUSSION CONCERNING BILLING FOR ELECTIONS: Ms. Veltri felt Ms. Creech should be paid in cash, rather than in compensatory time, for her overtime during the election. The districts can be billed for this. Ms. Kelso felt it should be paid in compensatory time.

It was the consensus of the group to have a workshop on this issue.

ITEM NO. 9: EXECUTION OF TAX DEED TO DARLENE M. BARNELL FOR TAX LOT 4S10 22DD 9300: Commissioner Creasy moved, Commissioner Woodward seconded to approve and sign the tax deed, passed with three aye votes.

(This property is leased between Ms. Barnell and Nestucca Valley Ambulance, Inc.)

The Commissioners signed and Ms. Sheldon notarized the tax deed.

ITEM NO. 10: DISCUSSION CONCERNING TILLAMOOK COUNSELING, INC. MATTERS: Mr. Wilson reviewed some areas of concern, including the escalation of the contract performance report. The State Mental Health Division estimated 26 pre-commitment screenings would be done in 1986-87 paid by their Division. Tillamook County is experiencing an 80-100% increase.

Mr. Wilson would like to schedule a workshop with the new hospital administrator, a representative from the court system, TCI, and the Commissioners to discuss who is paying for the services.

ITEM NO. 11: CONSIDERATION OF ADOPTION OF A CARD LOCK SYSTEM: Chairman Kinkade said a decision should be made on the system before the end of the budget year to allow time for bidding. Everyone he had talked to felt it was a good idea.

Mr. Oshel felt it best to keep one card per vehicle and depend on the logs for the various departments. Ms. Kelso recommended having the card attached to the key chain. Part of the system involves eliminating the underground tank behind the Courthouse.

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Commissioner Creasy moved, Commissioner Woodward seconded to have Mr. Oshel work with Ms. Berry to prepare a proposal for the card lock system, passed with three aye votes.

UNSCHEDULED: DISCUSSION CONCERNING MEDICAL BENEFITS FOR ECONOMIC DEVELOPMENT DIRECTOR: Commissioner Creasy said Mr. Mason would like the opportunity to purchase his own medical insurance coverage through the county's group plan.

Chairman Kinkade asked if that would be a problem with Personnel. Ms. Kelso said she would have to write the AOC Trustees for approval, but felt they would say no. Mr. Young said this would do away with one more differentiation between employee and those on a contract.

Ms. Kelso said one option would be to have the county be a "flow-through" point for the funds and make this a county position. Mr. Young said the Board may want to schedule a workshop to discuss the possibility.

Mr. Mason said to wait on the letter to AOC until June when his contract expires and discussions have been held concerning economic development becoming a county department.

UNSCHEDULED: DISCUSSION CONCERNING REQUEST BY MID-OREGON REGIONAL COUNSELING PROGRAM FOR AUTISTIC PEOPLE: Ms. Kelso was approached by the organization with a request to place a local high school junior in the mail room five hours a week. She said the union has no problem with the idea. As one of the larger employment entities in the area, Ms. Kelso would like the county to accommodate their request. Ms. Worthey felt the concept was good, but was unsure how she would deal with the individual. Ms. Kelso suggested Ms. Becraft work with the student, as her background is conducive to dealing with an autistic child.

Ms. Kelso suggested the Board consider the possibility, and she would ask for an answer at a later date.

UNSCHEDULED: DISCUSSION CONCERNING CLERK II VACANCY IN ASSESSOR'S & CLERK'S OFFICE: Ms. Larson accepted the Clerk III position in the Clerk's Office and the Clerk II position is vacant. Ms. Veltri requested Ms. Kelso advertise for the position as soon as possible. Ms. Kelso said the 1/2 time Clerk II position in the Clerk's Office is not recommended in next year's budget. Mr. Young said the 1/2 time Clerk II position in the Assessor's is not recommended by the Budget Officer.

Chairman Kinkade had concerns because Ms. Veltri said she could run her office with a Deputy Clerk, Clerk III, and herself.

Commissioner Woodward said Ms. Veltri said she had no problems handling the workload in her office with the three workers, except the Board of Equalization work. Mr. Young said someone would be hired for the Board of Equalization work.

Commissioner Woodward said Ms. Veltri said Ms. Larson would not be available to do the Board of Equalization work, but would be willing to train a person.

There was more discussion on the Board of Equalization secretarial position. Ms. Kelso would like to see a person on call to do Board of Equalization work.

It was the Board's consensus to have Ms. Kelso advertise for the Board of Equalization secretary and have Ms. Sheldon do the work until someone is hired and trained.

Mr. Young said temporary help could be hired for the Clerk's Officer for the May election only.

Ms. Kelso said there is also a problem with the 1/2 time Clerk II position in the Assessor's Office. If the county holds off on filling the position, it will have an impact on his office.

It was the Board's consensus to have Ms. Kelso inform the Clerk and Assessor the vacant positions will be put on hold until after the budget process.

SITTING AS THE BOARD OF THE  
HEBO SERVICE DISTRICT:

ITEM NO. 12: DISCUSSION CONCERNING BILL TO BE CHARGED TO HGE, INC.: Commissioner Woodward will review the bill with Tom Adams and send the bill to HGE, Inc.

ITEM NO. 13: MISCELLANEOUS SERVICE DISTRICT MATTERS: There were no district matters to discuss.

SITTING AS THE BOARD OF THE  
SOLID WASTE SERVICE DISTRICT:

ITEM NO. 14: CONSIDERATION OF ORDER APPOINTING MEMBERS TO THE TILLAMOOK COUNTY SOLID WASTE BUDGET COMMITTEE: This item was postponed.

ITEM NO 15: MISCELLANEOUS SERVICE DISTRICT MATTERS: There were no district matters to discuss.

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SITTING AS THE  
BOARD OF COMMISSIONERS:

ITEM NO. 16: MISCELLANEOUS PUBLIC WORKS: Commissioner Creasy moved, Commissioner Woodward seconded to sign a work order requesting Mr. Oshel to drive fence posts for the Kilchis River Boat Launch, passed with three aye votes.

The Commissioners signed the work order.

Chairman Kinkade adjourned the meeting at 12:05 p.m.

RESPECTFULLY Submitted this 20<sup>th</sup> day of April, 1987.

*Dorene Sheldon*

Dorene Sheldon, Recording Secretary

APPROVED BY:

*[Signature]*  
BJK

*[Signature]*  
GJC

*[Signature]*  
GAW