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MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
Wednesday, June 24, 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: Darlene Cherry, Personnel Assistant; Lynda Willard, Senior Planner; Barbara Legoo, Clerk III; Sue Cameron, Health Department Administrator; Charlie Anderson, Parks Superintendent; Jon Oshel, Public Works Director; Vic Affolter, Community Development Director; Kathy Kelso, Personnel Director; Paul Levesque, Researcher

GUESTS PRESENT: Robert Wilson, T.C.I.; Dick Gammon, Roy Mason, David Dickens, James Becraft

ITEM NO. 1: CALL TO ORDER: By Chairman Kinkade at 9:30 a.m. in the Justice Courtroom.

UNSCHEDULED: CONSIDERATION OF SAFETY MEMO: Chairman Kinkade said the memo is a reminder to all employees that broken glass should not be placed in trash cans.

The Commissioners signed the safety memo.

UNSCHEDULED: CONSIDERATION OF DANCE HALL PERMIT FOR SWISS SOCIETY: The permit is for a dance to be held June 27, 1987 at the Swiss Hall.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the dance hall permit application and waive the fees, passed with three aye votes.

The Commissioners signed the application.

DISCUSSION CONCERNING FILMING AT WHALEN ISLAND COUNTY PARK: Chairman Kinkade said Ford Motor Company, Thunderbird Division, requested authorization to film an advertisement at the Whalen Island Park.

There was consensus to grant the authorization.

The Commissioners signed the letter of authorization.

CONSIDERATION OF HEALTH ASSESSMENT COORDINATOR POSITION: Chairman Kinkade said Ms. Cameron requested the position be continued in the next budget year, as grant funds are still available.

Mr. Young said this would be discussed during the adoption of the 1987-88 budget.

ITEM NO. 2: CONSIDERATION OF NOTICE REGARDING CANCELING WARRANTS SEVEN YEARS OLD: Commissioner Creasy moved, Commissioner Woodward seconded to publish the notice, passed with three aye votes.

The Commissioners signed the Notice.

ITEM NO. 3: CONSIDERATION OF REQUEST FOR EMERGENCY DRAW: Ms. Cherry said Ms. Willard will be on vacation July 27 through August 6 and would like the majority of her August paycheck before she goes. She would like the draw July 24.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the emergency draw, passed with three aye votes.

The Commissioners signed the Request for Emergency Advance.

ITEM NO. 4: CONSIDERATION OF STUDENT RETENTION INITIATIVE GRANT APPLICATION: Ms. Cameron said most of the logistics have been worked out.

Chairman Kinkade said the Juvenile Services Commission (JSC) has concerns with the application.

Mr. Mason reviewed the purpose of the Governor's Student Retention Initiative program which deals with high school drop-outs. The Governor planned for local JSC's to be the organization that would help the other county government and private agencies work on this problem. In April the local JSC put a group of organizations together, which has worked on grant applications through the state.

Mr. Mason said three major areas were identified in the county: alcohol and drug related problems, teen pregnancy, and a general problem addressing disadvantaged youth (educationally, economically, or problems in the family).

Mr. Mason said the two funding deadlines are July 1, 1987 and January 1, 1988. The group had hoped to put together three programs for the July 1 deadline, but that was not possible. The two programs completed are one for drug and alcohol problems and one addressing teen pregnancy problems.

Mr. Mason said part of the process involves a number of check-offs, including the County Commissioners.

Ms. Cameron gave an overview of the projects. The teen pregnancy program deals with pregnant teens and teen parents and is modeled after the Portland and Salem programs. It would involve hiring an out-reach worker who would meet with the teens and assist them

in finishing school or getting their G.E.D. and include funds for child care and transportation. The grant application is for \$45,000. Ms. Cameron would be in charge of supervising the outreach worker, which would not be located in the courthouse.

The pregnancy program will initially address Tillamook High School, with services to north and south county as requested. An additional request will be made in December to extend the program to the other two areas.

Mr. Wilson said the proposal involves three phases which TCI will be involved in - A, B and C. The "B" phase addresses potential school dropouts. The "C" phase involves treatment of alcohol/drug conditions. The "A" phase involves working with the schools by training teachers to identify chemical abuse. A team would be established to evaluate each case for referral to TCI. Mr. Mason said phase "A" deals with awareness (particularly in the schools), phase "B" is intervention, and phase "C" is actual treatment.

Commissioner Creasy asked the cost of the grants. Mr. Wilson said phase "A" is \$8,441, phase "B" is \$30,000, and phase "C" is \$30,000.

Commissioner Woodward asked who applies for the grant. Mr. Gammon said the Commissioners approve the grant and the Community College applies for the grant.

Commissioner Woodward asked who administers the grant. Mr. Mason said the teen pregnancy grant will be administered through the college, but the county health department will supervise. The drug/alcohol grant will be done by TCI through the county.

After further discussion, Chairman Kinkade said a special Board meeting will be held Monday morning and this can be reconsidered. This will allow time to review the grant application and get input from JSC.

ITEM NO. 5: CONSIDERATION OF STATE AGENCY AGREEMENT WITH OREGON STATE UNIVERSITY EXTENSION SERVICES AND 4-H AND EXTENSION TO PROVIDE EDUCATIONAL PROGRAMS: This item was postponed.

ITEM NO. 6: CONSIDERATION OF ORDER APPOINTING MEMBERS TO THE TILLAMOOK COUNTY CORRECTIONS ADVISORY COMMITTEE: Commissioner Creasy moved, Commissioner Woodward seconded to approve the order, passed with three aye votes.

The Commissioners signed Order #87-81 which appointed Jim Wagner, Delbert Mayer, Neal Lemery, Dean Kinkade, Marvin Rogers, Gloria King, Karl Zweifel, Fred May, Paula Edwards, Doris Sheldon, William Bulletset, Carolyn Mackey and Steve Boquist to the Committee.

ITEM NO. 7: CONSIDERATION OF NORTHWEST R C & D PLAN FOR 1987-88 AND PAYMENT OF DUES: Mr. Dickens said R C & D involves five counties in northwest Oregon. This year's program will deal with five areas, including forestry, water, soil erosion, land use and economic development. R C & D's role is to provide coordination and support for the local people. This year dues are \$275.

Commissioner Creasy moved, Commissioner Woodward seconded to approve payment of dues and the 1987-88 plan, passed with three aye votes.

Chairman Kinkade signed the plan. Mr. Dickens will return an endorsed copy of the plan.

ITEM NO. 8: CONSIDERATION OF ADULT AND FAMILY SERVICES CONTRACTS: Commissioner Creasy moved, Commissioner Woodward seconded to approve contracts for the Early and Periodic Screening, Diagnosis and Treatment of Children (Medicheck) and the Family Planning Services, passed with three aye votes.

Chairman Kinkade signed two copies of each contract.

ITEM NO. 9: BID OPENING: BULK FUEL PURCHASE: Chairman Kinkade opened the four bids as follows:

<u>COMPANY</u>	<u>GASOLINE</u>	<u>DIESEL</u>
Sheldon Oil Company	\$25,416.00	\$29,309.00
VanWest Oil Company, Inc.	25,542.00	35,154.00
Jackson & Son Oil, Inc.	25,776.00	29,839.00
Brennan-Nelson Oil	25,556.00	29,038.70

Mr. Oshel said Sheldon Oil Company is the apparent low bidder on the gasoline and Brennan-Nelson Oil is the apparent low bidder on the diesel. He will check the extensions and announce low bidders under the Public Works agenda item.

ITEM NO. 10: BID OPENING: CARD LOCK FUEL PURCHASE: Mr. Oshel said there was a great deal of discussion on what control the county wanted before the bid specifications were made. Brennan-Nelson Oil objected to the specification requiring them to give enough information to identify each purchase. Mr. Oshel felt that would be possible by having a person read the meters each day, but Mr. Brennan indicated that was too much work. He said he could bill once a month, possibly once a week.

Mr. Oshel said the Board needed to decide if that specification was necessary before opening the bid. After discussion there was consensus to not change the specifications and open the bids.

Brennan-Nelson Oil had a letter stating it was unable to bid because of the specifications.

VanWest Oil Company, Inc. had a total bid price of \$21,692.55.

ITEM NO. 11: CONSIDERATION OF PROFESSIONAL SERVICES AGREEMENT WITH WILLIAM SHAWLER, M. D.: Commissioner Creasy moved, Commissioner Woodward seconded to approve the agreement, passed with three aye votes.

The Commissioners signed the agreement.

ITEM NO. 12: BID OPENING: BULK OIL PURCHASE:

<u>COMPANY</u>	<u>TOTAL BID PRICE</u>
Sheldon Oil Company	\$4,704.34
VanWest Oil Company, Inc.	4,404.96
Jackson & Son Oil, Inc.	4,099.20
Brennan-Nelson Oil	4,365.40

Mr. Oshel said Jackson & Son Oil, Inc. was the apparent low bidder. He will check extensions and announce the low bidder under the Public Works agenda item.

ITEM NO. 13: CONSIDERATION OF INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF TILLAMOOK FOR COUNTY TO PROVIDE B & C LEVEL BUILDING INSPECTIONS IN THE CITY: Commissioner Creasy moved, Commissioner Woodward seconded to approve the agreement, passed with three aye votes.

The Commissioners signed the agreement.

ITEM NO. 14: CONSIDERATION OF LETTER OF APPOINTMENT FOR COUNTY TO INSPECT MOBILE HOME INSTALLATIONS AND CONSTRUCTION OF MOBILE HOME PARKS: Commissioner Creasy moved, Commissioner Woodward seconded to approve the letter of appointment, passed with three aye votes.

Chairman Kinkade signed the Letter of Appointment of Authority.

ITEM NO. 15: CONSIDERATION OF STATE AGENCY AGREEMENT WITH BUILDING CODES DIVISION FOR SALE OF MECHANICAL, ELECTRICAL AND PLUMBING PERMITS: Commissioner Creasy moved, Commissioner Woodward seconded to approve the agreement, passed with three aye votes.

Chairman Kinkade signed the agreement.

ITEM NO. 16: CONSIDERATION OF AMENDMENT NO. 1 TO THE CONTRACT WITH L.C.D.C. FOR THE PACIFIC CITY NEIGHBORHOOD PARK: Mr. Anderson said the amendment would allow the project to be extended three months into the next fiscal year.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the amendment, passed with three aye votes.

Chairman Kinkade signed Amendment No. 1.

ITEM NO. 17: CONSIDERATION OF APPOINTMENT OF RAYMOND A. FERGUSON AND ELIZABETH H. HILL TO THE TILLAMOOK COUNTY LIBRARY BOARD:

Commissioner Creasy moved, Commissioner Woodward seconded to approve the order, passed with three aye votes.

The Commissioners signed Order #87-82.

Chairman Kinkade recessed the meeting at 10:50 a.m. and reconvened at 11:00 a.m.

ITEM NO. 18: CONSIDERATION OF ADOPTION OF 1987-88 BUDGET: Mr. Young said the Board has the ability at the time of adoption to make changes in the Budget Committee's recommendation. The budget was to have a \$130,000 deficit June 30, 1987, which would require a \$130,000 loan repayment next year to the Road Fund. The deficit June 30th will only be \$65,000 and the four Sheriff's cars will not have to be leased, which adds an additional \$12,000, for a total of \$77,000 available in next year's budget for other purposes.

Mr. Young made the following recommendations:

Researcher	\$10,000
Justice Court - extra help	2,500
Building Repair	37,000
Surveyor - ½-time Clerk	6,000
Planning Technician	13,200
Compensation for Information Clerk	800
Tillamook Counseling, Inc.	10,000
	Total \$79,500

Mr. Young said this would allow the Courthouse to be open full time. Mr. Affolter requested it not open full-time until September or October to give them lead time.

Ms. Kelso talked with the union regarding the two half-time positions in the Sheriff's Office. The union would require it to be one full-time position. Mr. Young said that would not effect the budget in terms of dollars.

There was a consensus to move the Information Clerk position under Personnel.

Commissioner Creasy felt funding should be allocated to the fair. Mr. Young explained the general fund paid the \$13,000 deficit the

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fair fund had this year, and felt the issue should be addressed after the June 30th levy election.

Commissioner Woodward asked if enough funds were budgeted for SAIF and other insurance. Mr. Young said, "yes."

Mr. Young said the Health Department also received a grant and an increase in fees totaling approximately \$8,500 which Ms. Cameron would like distributed as follows:

Clerk II	+\$3,000
Nurse/Practitioner	+ 3,000
Travel	+ 300
Medical Supplies	+ 2,300
	<u>\$8,600</u>

Ms. Cameron requested the Health Assessment Coordinator position be continued until grant funds were depleted.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the continuation of the Health Assessment Coordinator until funds are expended, passed with three aye votes.

Ms. Kelso said the audit done in the Assessor's Office indicated the Data Analyst and Cartographer positions should receive pay scale increases, and she recommended \$50/month each.

Ms. Kelso said funding for Veteran's Services should also be considered. Commissioner Creasy said the college will be taking care of that obligation.

Mr. Oshel suggested the front steps be repaired. Mr. Young indicated that would be taken care of next year, after the jail payments are completed.

After further discussion Commissioner Creasy moved, Commissioner Woodward seconded to adopt the budget with the following changes:

Researcher	\$10,000
Justice Court - extra help	2,500
Building Repair	35,800
Surveyor - ½-time Clerk	6,000
Planning Technician	13,200
Compensation for Information Clerk	800
Assessor's Office Positions Increases	1,200
Tillamook Counseling, Inc.	10,000
	<u>\$79,500</u>

The Contingency Fund will be reduced by \$2,500.

The motion carried with three aye votes.

Ms. Kelso asked when changes should be made. Mr. Young said the changes will be effective July 1, 1987.

The order adopting the budget will be signed after it has been prepared.

ITEM NO. 19: CONSIDERATION OF RESOLUTION/ORDER TO IMPLEMENT THE TILLAMOOK COUNTY JUVENILE SERVICES COMPREHENSIVE PLAN FOR THE 1987-89 FISCAL YEAR: Commissioner Creasy moved, Commissioner Woodward seconded to approve the order, passed with three aye votes.

The Commissioners signed Resolution/Order #87-83.

SITTING AS THE BOARD
OF THE HEBO SERVICE DISTRICT:

ITEM NO. 20: MISCELLANEOUS SERVICE DISTRICT MATTERS: Commissioner Woodward said the Surveyor set the corner on Mr. Adams property.

Mr. Young said U. S. Bank can do the adjustment on the \$20,000 loan payment. Exact figures aren't determined yet, but may be approximately \$10,000 with a balloon payment at the expiration of the lease.

SITTING AS THE BOARD
OF THE SOLID WASTE SERVICE DISTRICT:

ITEM NO. 21: MISCELLANEOUS SERVICE DISTRICT MATTERS: There was discussion on the Attorney General's opinion concerning the Solid Waste user fee billing. The opinion was the tax statements were not be be used for the annual billings.

There was discussion on the possibility of doing a separate billing in March. Commissioner Creasy felt the billing should be done in November, along with the tax statements. Ms. Richards explained the problem with no means to validate. Commissioner Creasy said that should be dealt with rather than doing a separate billing.

This issue will be discussed at a later date.

SITTING AS THE
BOARD OF COMMISSIONERS:

ITEM NO. 22: MISCELLANEOUS PUBLIC WORKS: Fuel Bids: Mr. Oshel said the apparent low bidders will be awarded the contracts, which will be signed at a later date.

Request for Work Orders: Mr. Oshel received requests to do chuck hole repairs on Moss Creek Road and to mow a lot in Netarts owned by David Krebs. Mr. Oshel will bill Mr. Krebs.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the work orders, passed with three aye votes.

The Commissioners signed the two work orders.

Miscellaneous: Mr. Oshel said the Fair Board is working on the lease. They are waiting for a survey by Mr. Duncan.

Mr. Oshel said "No Parking after 10:00 PM" signs will be posted at Happy Camp.

Hot Plant: Mr. Oshel said the State Electrical Inspector was at the hot plant and work needs to be done to meet code. Mr. Oshel estimated it would cost \$20,000 to \$30,000.

Skyline Drive: Mr. Oshel said the county doesn't have a liability on this road because it is a local access road. He suggested a policy be written that if someone was hauling logs on a local access road that they pay for dust control and maintenance to return it to the condition it was before hauling began.

This will be discussed after Mr. Young reviews the situation.

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

RESPECTFULLY SUBMITTED this 30th day of June, 1987.

Dorene Sheldon
Dorene Sheldon, Recording Secretary

APPROVED BY:

DJK GJC GAW
DJK GJC GAW