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MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING
Friday, July 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
Kathy Kelso, Personnel Director
Dorene Sheldon, Recording Secretary

STAFF PRESENT FOR PORTIONS OF MEETING: Dorothy Berry, Tax Collector; Jo Veltri, Clerk; Alan Duncan, Surveyor; Mary Ann Boge, Juvenile Department; Paul Levesque, Researcher; Sue Becraft, Executive Secretary; Robert Wilson, Assessor; Don Saddler, Appraiser

GUESTS PRESENT: Everett Prueitt

CALL TO ORDER: By Chairman Kinkade at 10:00 a.m. in the Justice Courtroom.

ITEM NO. 1: CALENDAR REVIEW OF APPOINTMENTS FOR COMING WEEK: The Commissioners reviewed their calendars.

ITEM NO. 2: REVIEW OF WEDNESDAY, JULY 29, 1987 AGENDA: There were no additions or deletions.

Commissioner Creasy asked that a workshop be scheduled to discuss Tillamook Bay Projects. There was consensus to schedule the workshop.

ITEM NO. 3: SUGGESTION BOX: There were three suggestions to change the radio station back to country music, the station will be changed back to country; have coffee available later in the afternoon, referred to the Coffee Committee; change Courthouse hours signs on the entrance doors, changes will be made.

ITEM NO. 4: LIAISON REPORTS: Commissioner Woodward said CTIC is having financial problems as some organizations are having difficulty paying dues. However, all programs are still in operation.

Commissioner Woodward said NOAH has funds available to purchase the Catholic Nunnery to convert into a housing project for the low income and elderly. NOAH is still considering the purchase of the Tillamook Hotel. If NOAH were to purchase the hotel, it would not be able to be subsidized, so they are trying to form a corporation to buy the building.

Commissioner Creasy said Parks isn't as busy as he thought it would be, and the Extension Office is working on a project involving Oregon shellfish growers.

Commissioner Creasy said the Economic Development Committee is planning a reorganization of the Economic Action Team and are considering incorporating.

The Economic Action Team requested the county increase Mr. Mason's contract amount to allow him to purchase his health insurance. Commissioner Creasy asked if the Board would support the concept for six months, while the Economic Development Committee is working on the reorganization. No additional are required for the increase.

Commissioner Creasy moved, Commissioner Woodward seconded to approve a \$200 per month increase of Mr. Mason's contract for six months, to allow him to purchase his own health insurance, carried with three aye votes. The contract will be signed at a later date.

Commissioner Creasy said the Museum is doing better and is considering an expansion program. The fair will be held this year. The Fair Board will submit to the Commissioners a proposed budget for the remainder of the year.

Chairman Kinkade said the Emergency Medical Services (EMS) Committee's Ambulance Service Area (ASA) Plan is complete. The hospital made up a quality assurance program which Mr. Young is reviewing. When he is finished, it will go back to the EMS Committee for their review. A public hearing will then be held on the ASA Plan, and the Board will adopt it for state approval. Chairman Kinkade was pleased with the results of the Committee.

Mr. Young said the thrust of the quality assurance plan, prepared mostly by Dr. Westermeyer, is that medical determinations be made by physicians. Mr. Young said one concern that had been mentioned was doubling billing. He felt the hospital has no reason to charge for dispatching an ALS ambulance, as the EMT's are paid, regardless if they are called out. The only expense to the hospital would be the gas.

Chairman Kinkade said the ASA Plan has caused more interest in the Quick Response Teams (QRT), and classes are being scheduled for QRT's. Mr. Young said the QRT's can address accidents quickly while an ambulance is on its way. They can provide the service directly from their vehicle, as they have a limited amount of 1st Aid equipment with them. The hospitals are providing fibulators to each QRT.

Commissioner Creasy discussed some OCZMA issues. The Governor vetoed a bill to allow the private takeover of the Weyerhaeuser's facility or any salmon aquaculture facility. He felt this was a big loss to the coast. He said he also needed the Board's feeling on the seal/sea lion issue so a letter could be done.

ITEM NO. 6: DISCUSSION CONCERNING BOARD OF COMMISSIONERS TRAVEL ALLOWANCE: Chairman Kinkade said there was a decrease this year in this line item, and he felt the Board should determine how the allocations would be made.

Ms. Richards said the line item total is \$3,000, which is approximately \$83/month per Commissioner.

After further discussion there was consensus to have Accounts Payable issue each Commissioner an \$83 check each month to be used for travel allowance. Mr. Young will prepare an order to establish the policy. He pointed out it will be important for each Commissioner to keep good records for tax purposes.

ITEM NO. 7: DISCUSSION CONCERNING MARINE MAMMAL PROTECTION ACT AUTHORIZATION: Commissioner Creasy discussed this item under his liaison report.

ITEM NO. 8: CONSIDERATION OF TAX LAND INSTALLMENT CONTRACT ON THE REDEMPTION OF 2N10 36 900 BY EVERETT PRUEITT: Commissioner Creasy moved, Commissioner Woodward seconded to approve the tax land installment contract, carried with three aye votes.

The Commissioners signed and Ms. Sheldon notarized the contract.

ITEM NO. 5: DISCUSSION CONCERNING OPENING THE COURTHOUSE FULL TIME: Mr. Wilson said he wouldn't like it, but he could work with it.

Ms. Veltri wasn't sure of the effects, but said her department was barely keeping above board now. Recordings are up 20% from last year. Mr. Young said there wouldn't be an increase in people, it would just be broken up throughout the day. Ms. Veltri said her department would give it a shot.

Ms. Berry said if the Courthouse were open full time, the Information Booth should be re-opened. She said her department would try. With the new system of validating and posting at the same time, it takes longer to wait on customers.

Ms. Veltri asked if the Courthouse would be closed during the lunch hour. Chairman Kinkade said, "yes."

Mr. Young asked if the Tax Department wanted the barricades left up until the remodelling was done. Ms. Berry said, "yes."

Mr. Duncan said there would be a problem in his department as he only has a part-time secretary. Mr. Young asked if appointments could be scheduled by the Community Development counter. Mr. Duncan said that could work somewhat.

Commissioner Creasy moved, Commissioner Woodward seconded to open the Courthouse from 8:30 a.m. to 12:00 noon and 1:00 to 5:00 p.m., effective August 3, 1987. The Surveyor's Office will be open Monday through Friday from 3:00 to 5:00 p.m. only. The motion carried with three aye votes.

Ms. Kelso suggested a letter be sent to personnel, along with a news release to the media.

ITEM NO. 9: DISCUSSION CONCERNING G & M INSURANCE QUOTES:

Chairman Kinkade said Ms. Killian didn't have the quotes available. In order to get a quote on collision insurance, she asked if it should be based by the year of the vehicle or by value. Anything over \$10,000 would carry collision insurance with a \$500 deductible. After discussion, the Board agreed it should be by value because the Road Department has a lot of equipment that is old, but is worth more than \$10,000.

Chairman Kinkade said Ms. Killian had questions on several vehicles. The county has two blazers that can't be used for anything. There was consensus to sell both at the next auction with the winches and bumpers.

Ms. Killian was unable to identify the whereabouts of a 1940 Chevrolet tank, a 1959 Willie's pickup, a 1952 Chevrolet stake truck, and a 1971 Ford station wagon. Chairman Kinkade said the county has titles on these vehicles and could be liable. Mr. Young suggested reviewing the records of past auctions to see if the vehicles have been sold. The Sheriff's chuckwagon was also listed. Commissioner Woodward said it is used as the office at the landfill.

UNSCHEDULED: CONSIDERATION OF SEVEN-COUNTY STRATEGY AND NOMINATION OF TWO COUNTY REPRESENTATIVES: Chairman Kinkade said two people need to be appointed as the county's representatives. Mayor Swain had told Chairman Kinkade she felt she should be appointed, but the consensus from the group at Wednesday's workshop was to have Jack Madison and one Commissioner.

Commissioner Creasy didn't have a problem with Chairman Kinkade being the representative, unless the economic strategy was the expansion of the Garibaldi Boat Basin. He would like to be the liaison for doing the whole Garibaldi restoration.

Chairman Kinkade felt the seven-county region's major thrust for the biennium was tourism. He said there were other funds available for the Garibaldi Boat Basin, and didn't feel \$160,000 would do much toward that project. Commissioner Creasy disagreed and said the major thrust from that project would be tourism. Chairman Kinkade said it would be at least five years before work would be done on the boat basin. He said there is money availa-

ble to benefit Tillamook County in the meantime. Commissioner Creasy said that project would have tremendous job creation.

Commissioner Woodward said \$160,000 wouldn't do much toward the Boat Basin project. He didn't want to see the project put back, but didn't feel it would be good to hold up other projects in the meantime.

Commissioner Woodward moved, Chairman Kinkade seconded to sign on with the seven-county strategy and Jack Madison and Dean Kinkade be appointed as the county's representatives, carried with two aye votes. Commissioner Creasy voted nay.

UNSCHEDULED: CONSIDERATION OF CONTRACT AGREEMENT WITH OREGON STATE MARINE BOARD FOR MAINTENANCE DREDGING OF NEHALEM BOAT RAMP:
The county's share will be \$2,816 for maintenance costs. Commissioner Woodward said in signing the agreement, the county agrees to maintain the boat basin for twenty years.

Mr. Young asked if it included dredging. Commissioner Woodward said, "yes." Commissioner Creasy said the county receives \$3,000 yearly from the Marine Board to be used for this type of work. Mr. Young said if the county failed to comply with the contract, the worst the county would have to do is reimburse the state \$8,000 for their portion of the grant.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the Facility Grant Agreement, carried with three aye votes.

Chairman Kinkade signed the Agreement.

UNSCHEDULED: DISCUSSION CONCERNING COPE DUES: Commissioner Creasy suggested the dues be reduced from \$3,600 to \$3,000. He said Tillamook County will receive most of the benefits from this organization. Chairman Kinkade felt it should be reduced more. Commissioner Woodward said half the dues should be paid now and the remainder in January.

Ms. Richards asked why the schools don't support this since it has to do with timber. Commissioner Creasy said they will try to support this project.

Mr. Young suggested the dues be paid from the Forest Timber Trust account. He said that would be a fair allocation between the county, the cities and the school district.

Commissioner Woodward moved, Commissioner Creasy seconded the \$3,600 COPE dues be paid from the Forest Timber Trust line item, motion carried with three aye votes.

UNSCHEDULED: DISCUSSION CONCERNING ECONOMIC DEVELOPMENT FORESTRY COMMITTEE: Commissioner Creasy said last winter the Forestry Committee was reactivated and a report was done on the alder industry. The Committee felt it important to utilize that report by doing a plan to bring the alder resource on line. The Port of Tillamook and Mr. Engle, who runs the Alder plant at the base, will fund a project to have Paul Levesque to do the plan.

Commissioner Woodward said it was a good idea and suggested going to the school boards, rather than the superintendents. He said Gil Riddell would be a good resource person.

UNSCHEDULED: CONSIDERATION OF CLOSING COURTHOUSE HALF A DAY DURING FAIR: Ms. Kelso received requests to have Wednesday afternoon off, as it is Family Day at the Fair, rather than Friday afternoon.

After discussion, there was consensus to have the Courthouse closed on Friday afternoon as in the past, as most businesses are closed then and the public is used to having the Courthouse closed on that afternoon.

UNSCHEDULED: CONSIDERATION OF REQUEST BY NETARTS RURAL FIRE PROTECTION DISTRICT TO BE DESIGNATED AS A QUICK RESPONSE TEAM: Commissioner Creasy moved, Commissioner Woodward seconded to appoint the Netarts Rural Fire Protection District as a Quick Response Team, carried with three aye votes.

The Commissioners signed the letter of appointment.

UNSCHEDULED: CONSIDERATION OF REQUEST TO ACCRUE COMPENSATORY TIME: Chairman Kinkade said Ms. Veltri requested Pat Larson be allowed to take her compensatory time at a later date, no later than September. He asked Ms. Kelso how much time she had accrued. Ms. Kelso said Ms. Creech has 57 hours, and Ms. Larson has approximately 30.

Ms. Kelso was concerned about the accumulation of exceptions to the policy and requested a workshop be set to discuss the overall policy. There is over \$4,000 of compensatory time on the books.

Ms. Kelso said there is no election in August and felt Ms. Larson could take the time then.

There was consensus to extend the time for Ms. Larson to use her compensatory time to the end of August.

UNSCHEDULED: CONSIDERATION OF OUT-OF-CLASSIFICATION PAY: Ms. Kelso said JoAnn Pye made the request because of Ms. Berry's vacation. Ms. Kelso said Ms. Richards was appointed Tax Collector during Ms. Berry's absence. When Ms. Wagner was absent Ms.

Brunson did the accounts payable work and very little purchasing was done. Part of Ms. Pye's job description involves a limited amount of purchasing. Ms. Kelso felt there was no out-of-classification work done.

There was consensus to not pay the out-of-classification request. Ms. Kelso will draft a letter for the Board's signature.

UNSCHEDULED: DISCUSSION CONCERNING INFORMATION BOOTH: Ms. Kelso said Ms. Worthey has been used as a floater in various departments and felt it would be a waste of Ms. Worthey's time to go back to the Information Booth.

There was consensus to continue Ms. Worthey as a floater.

UNSCHEDULED: DISCUSSION CONCERNING GUIDE TO COUNTY SERVICES: Ms. Kelso sent a draft to the Board and only received a response from Commissioner Woodward. Chairman Kinkade said it was a good idea.

Ms. Kelso suggested a cover letter be sent by the Board to department heads and elected officials asking for their comments. A final draft could be done after their comments are received.

Commissioner Woodward and Ms. Kelso will do the letter.

Chairman Kinkade adjourned the meeting at 11:50 a.m.

RESPECTFULLY Submitted this 31st day of July, 1987.

Dorene Sheldon
Dorene Sheldon, Recording Secretary

APPROVED BY:

DJK GTC GAW
DJK GTC GAW