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MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
Wednesday, October 14, 1987
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COMMISSIONERS PRESENT: Dean J. Kinkade, Chairman
Gerald J. Creasy, Vice-Chairman
Gerald A. Woodward, Commissioner

STAFF PRESENT: Karen Richards, Treasurer
Dorene Sheldon, Recording Secretary

STAFF PRESENT FOR PORTIONS OF MEETING: Charlie Anderson, Parks Superintendent; Dave Krebs, Shop Foreman; Kathy Kelso, Personnel Director; Jon Oshel, Public Works Director; Paul Levesque, Researcher; Judy Wagner, Tax Collector; Fred Young, County Counsel

GUESTS PRESENT: Edward Crane, Gordon Monroe, and Richard Nored, H.G.E. Inc.; Diana and Virgil Staben; George Reding; Della Edwards

ITEM NO. 1: CALL TO ORDER: By Chairman Kinkade at 10:03 a.m. in the Justice Courtroom.

UNSCHEDULED: CONSIDERATION OF REQUEST TO INSTALL AREA LIGHT AT MEMALOOSE BOAT RAMP: Mr. Anderson received a request from Shirley Hellberg to install the light. It is the only motorized boat ramp with no electricity or area light. There is a \$9/month charge to set the pole, but no charge for the pole itself.

There was consensus to have Mr. Anderson write Ms. Hellberg informing her a light would be installed next summer.

UNSCHEDULED: CONSIDERATION OF BONDING FOR JUDGE NORDLANDER: Ms. Richards said Ms. Veltri asked her about bonding for the new Justice of the Peace. Ms. Richards said the elected officials have different bond amounts. Judge Christensen had a \$5,000 bond; Ms. Jacobsen has a \$5,000 bond; Ms. Veltri and Sheriff Wilson, \$10,000 bonds; Mss. Wagner and Richards, \$40,000 bonds.

There was consensus to purchase a \$5,000 bond for Judge Nordlander. Ms. Richards said it would cost \$15.

UNSCHEDULED: DISCUSSION CONCERNING PUBLIC HEARING ON GATE BLOCKING OF SOUTH PRAIRIE - NETARTS HIGHWAY: Chairman Kinkade said he and Mr. Oshel will be absent October 28, and suggested it be postponed to November 4 at 1:30 p.m.

There was consensus to change the date and send notices to those who signed the guest list.

ITEM NO. 2: CONSIDERATION OF REQUEST FOR COUNTY COUNSEL TO ATTEND SEMINAR: Chairman Kinkade said the seminar is entitled "State and Local Government As Debtor/Creditor." The cost is \$95, but there is no County Counsel fund.

Commissioner Creasy said Mr. Young should pay for it. Ms. Kelso said possibly the Treasurer could attend. She asked if a hand-book could be purchased, without attending the seminar.

After discussion, there was consensus for Ms. Richards to review the brochure, and discuss it at next week's Board meeting.

ITEM NO. 3: CONSIDERATION OF REQUEST TO REDEEM PROPERTY IN WHEELER BY JOHN CASTLING: Mr. Levesque said Mr. Castling indicated in a letter that the time period had expired for Wheeler to purchase the property, and he wanted to proceed with the redemption. Mr. Levesque said Mr. Young had received correspondence from the City of Wheeler within the time frame stating it did want to proceed with acquiring the property.

Mr. Levesque said the City of Wheeler didn't think Depot Road was in the city limits. The City also asked whether the county would continue maintaining Hospital Road, if the city took it over. Chairman Kinkade said there is a difference between maintaining and sanding. Mr. Oshel said an agreement could be done to do plowing and sanding.

Mr. Staben asked if Public Works could do brush cutting. Mr. Oshel said it would have to be done on a rental basis, the way it is done for other cities.

Commissioner Woodward said letters to the editor in the Headlight Herald stated the county was dumping the property on the city, and the city didn't want it. Mr. Staben said that opinion is shared by about four very vocal people; it isn't the general opinion of the community.

Mr. Young said the property was lost in foreclosure, and the law state the county can do whatever it wants with it. St. Regis Holding Company has no legal rights to the property. Mr. Young said Mr. Castling said he would still like to buy the property, but Wheeler said it would buy it, according to the terms the county requested.

Mr. Young said the county did set a precedent by letting an individual purchase a parcel back that had been a corporation.

Mr. Young recommended if the survey map shows Depot Road isn't within the city limits, it be taken off the list. The Board agreed.

The Board directed Mr. Young to prepare the necessary documents, including the maintenance agreement.

ITEM NO. 4: BID OPENING: LOW BOY PURCHASE FOR ROAD DEPARTMENT:
Chairman Kinkade opened the five bids as follows:

<u>SUPPLIER</u>	<u>PRICE</u>
1) Hessel Tractor and Equipment - (Trail-eze)	\$24,275
2) Case Power and Equipment - (Eager Beaver)	20,868
3) Westgate Tractor Company, Inc. - (Hyster)	24,194
4) The Halton Co. - (Eager Beaver)	23,980
5) The Halton Co. - (Load King)	21,980

Mr. Oshel said the proposals are all within budgeted amounts. He will order the equipment, based on his review of the bids.

ITEM NO. 5: CONSIDERATION OF REQUEST TO HIRE TEMPORARY PART-TIME HELP FOR TAX RUSH: Ms. Wagner asked for Board approval to hire temporary part-time help, and approval for overtime for present employees.

Commissioner Creasy asked how long would the help be needed. Ms. Wagner said four to six weeks, depending on how things go.

Ms. Kelso asked what rate Ms. Berry agreed to work at. Ms. Wagner said, "Clerk III." Ms. Kelso said the part-time rate is \$5.50, which is 45¢ less per hour than a Clerk III wage. Ms. Wagner thought Ms. Berry would work for the \$5.50/hour.

Ms. Kelso asked if the overtime would be paid in cash or in compensatory time. Ms. Wagner said if comp time could be extended to later in the spring, she would use it. If it has to be used in 30 days, she would have to pay in cash.

Commissioner Creasy moved, Commissioner Woodward seconded to hire one part-time person and to extend the time limit for using compensatory time to the end of the budget year.

Chairman Kinkade asked how overtime was developed. Ms. Wagner said they are currently stuffing tax statements, and will need help when taxes are being collected.

Ms. Kelso asked if it was necessary to have until the end of the fiscal year to take the comp time. Ms. Wagner said if the Tax Department handles the solid waste billing in the spring, she wasn't sure when the time could be taken. It would be at least the first of the year.

The motion carried with three aye votes.

ITEM NO. 6: CONSIDERATION OF PUBLICATION OF PROPOSED GUIDE TO COUNTY SERVICES: Chairman Kinkade was pleased with the guide.

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Commissioner Creasy asked what it would cost to print the guide. Mr. Young suggested Mr. Stanford investigate the printing costs. Possibly some of the work could be done in-house.

There was consensus to have Commissioner Creasy work with Mr. Stanford on costs, and bring it before the Board in two weeks.

ITEM NO. 7: CONSIDERATION OF PURCHASE OF BOOKLETS ON 1987 INTER-IM TAX LAWS: Ms. Kelso said there is a brochure available at relatively low cost. She asked if the Board would be interested in purchasing some to be available to employees.

Mr. Young said Coopers and Lybrand may have booklets available.

The Board instructed Ms. Richards to contact Coopers and Lybrand.

ITEM NO. 8: DISCUSSION CONCERNING SALARY RATE FOR DEPUTY DISTRICT ATTORNEY: Ms. Kelso said Brian Erickson has been hired to replace Nancy Nordlander. Mr. Lemery requested Mr. Erickson be placed at the highest range, \$2,257, because of his criminal law experience. The salary is also equivalent to other deputy district attorneys for counties similar in size and workload.

Ms. Kelso said the policy allows hiring a person at a higher range, but she didn't feel the highest range was appropriate. She recommended Mr. Erickson be hired at the Step II level at a salary rate of \$2,052.

Commissioner Creasy moved, Commissioner Woodward seconded to place Mr. Erickson at the Step II level, carried with three aye votes.

ITEM NO. 9: DISCUSSION CONCERNING COMMUNITY CORRECTIONS AGENT: Ms. Kelso received a request from Marvin Rogers, Community Corrections Manager for Clatsop and Tillamook counties, to increase his salary by \$300/month. Funds are available from the State Department of Corrections to supplement the salary of this position with Tillamook County.

Ms. Kelso recommended a Letter of Understanding be done with the union stating that as long as funds are available from the state, the county would authorize the increase.

Mr. Kelso said the legislature passed a new law requiring parole and probation officers be certified under the Bureau of Police Standards and Training (BPST), which changes the qualifications of the position. This will be dealt with through the budget.

After further discussion, Commissioner Creasy moved, Commissioner Woodward seconded to authorize Ms. Kelso to work with the union regarding the Letter of Understanding, carried with three aye votes.

ITEM NO. 4: BID OPENING: LOW BOY PURCHASE FOR ROAD DEPARTMENT (CONTINUED): Mr. Krebs said the low boy would be purchased from Case Power and Equipment at a cost of \$20,868.

SITTING AS THE BOARD OF
THE HEBO SERVICE DISTRICT:

ITEM NO. 10: DISCUSSION CONCERNING H.G.E. BILL: Mr. Nored reviewed a summary of additional costs absorbed by H.G.E. (see attached sheet). Inspection went substantially beyond the realms of the original contract.

Chairman Kinkade said the Board met with the citizens of the District last week. One of the problems was the final inspection. After the work was done, the Board received numerous complaints about things that weren't put back to the original condition. The Board felt it appropriate to send letters to all users of the District asking what extra work needed to be done. After the letters were received, the Board took the ones it felt were legitimate and had those things taken care of. Ms. Richards said \$2,000 has been spent in this budget year. Mr. Crane said Bud Dow told him he could do the repairs, but it would cost more to have him come do it.

Chairman Kinkade said the Board felt the expenses the District paid for those repairs should be deducted from the \$4,100 bill. Mr. Nored said H.G.E. felt the bill shouldn't be reduced that much, but said the Commissioners made the final determination. He felt H.G.E. had given quite a bit extra in the project.

Mr. Young said the Board relied on H.G.E. to handle the project. Lots of changes were necessary, which was much more expensive than originally intended. Consequently, there are a lot of dissatisfied people in Hebo venting their frustration on the Commissioners. When the engineer was cut back to one or two days a week, it exaggerated the problem.

Mr. Young said the Board appreciated the savings H.G.E. made in the project, but also felt H.G.E. left the Board "holding the bag" in resolving the problem.

Mr. Young said there isn't \$4,100 in the budget to pay the bill, and the county would have to subsidize that expense. He felt the facts justified the compromise strongly on behalf of H.G.E. There is also a future relationship between the county and H.G.E. at Neskowin. There are no complaints about the engineering; the complaints are on the administration of the general contractor.

Mr. Nored suggested H.G.E. pay half the costs (\$1,000) of the extra work.

Commissioner Woodward said people complained about going on their property without an easement. Also, Bud Dow told him he wouldn't do any extra work, except what was ordered by H.G.E. Mr. Nored said Mr. Dow should have realized H.G.E. worked directly for the Commissioners.

Mr. Nored said the original intent of the contract was that H.G.E. was not to be involved with easement acquisition. Mr. Wehrly, prior County Counsel was to obtain them, and H.G.E. did it to help. Mr. Crane said he had given Mr. Wehrly a blanket description, and thought he had obtained all the easements. After H.G.E. found out all the easements weren't obtained, they didn't go on any other property without having the property owner agree to the easement. Verbal permission was given by Mr. Rothenberger.

Mr. Young said there is no argument that some of the problems were related to Mr. Wehrly. However, the Board did rely on H.G.E. to straighten things out. Mr. Crane said H.G.E. tried to do that by the punch list.

Chairman Kinkade said \$2,000 was spent in this budget year, and there were additional costs in the last budget year. He asked if H.G.E. would be satisfied with \$1,500 off the \$4,100 bill. Mr. Nored said if the Board felt that was fair, they would be comfortable with it.

Commissioner Creasy moved, Commissioner Woodward seconded to pay H.G.E. \$2,600 of the \$4,100 bill, carried with three aye votes.

ITEM NO. 11: MISCELLANEOUS SERVICE DISTRICT MATTERS: Shut-offs: Chairman Kinkade asked if Commissioner Woodward contacted Mr. Gardner regarding shut-offs. Commissioner Woodward said Mr. Gardner wouldn't do anything until he gets a list from Mr. Young on who hasn't paid.

Mr. Young recommended a policy be established for non-payment of bills, and Mr. Gardner be delegated to turn off the water/sewer.

There was discussion on the procedure to use. Mr. Young said Ms. Wagner should be contacted first to make sure "Mr. X" hasn't paid. Commissioner Woodward said Mr. Gardner wanted to do a letter himself to those who haven't paid stating he would turn them off. Mr. Young recommended against it, because it would add another layer of communication.

Rothenberger Bill: Commissioner Creasy asked how much Mr. Rothenberger reduced his bill. Commissioner Woodward said the county felt he owed about \$4,000, and his check was \$2,972. Mr. Young said he reduced the bill by about \$1,600 because there were three accounts.

Commissioner Woodward said Ms. Rothenberger said the duplex was never hooked up to sewer or water. Commissioner Woodward said that isn't true, because there were leaks underneath the building.

Commissioner Woodward said the policy needs to deal with a vacant piece of property. The owner should pay the bill, unless he asks for a disconnect. There should be a charge for a disconnect and reconnect. Mr. Young said that would have to be done by an order. Mr. Young said Rothenbergers have been receiving monthly bills, and they never gave notice about a vacancy.

Commissioner Woodward said he would research the problem with Ms. Wagner, but felt the letter should get a response. Mr. Young said after Commissioner Woodward's discussion with Ms. Wagner, they could work on a letter. Mr. Young said he also had to make a demand on Mr. Rothenberger for the balance of the hook-up fees.

Shut-offs (Continued): Chairman Kinkade said letters were written two weeks ago that said if bills weren't paid in seven days, the water/sewer would be shut off. Last Monday was the day the water should have been turned off.

After further discussion, the Board agreed Mr. Gardner should contact Ms. Wagner the day the disconnects should be done. Ms. Wagner will give him a list of those who haven't paid, and confirm it with a letter.

Chairman Kinkade said there is no disconnect or reconnect fee in the Ordinance. Mr. Young said it can be done by an order. The Board agreed there would be a \$25 charge for disconnect and \$25 for reconnect, which will cover the cost of a turn-off.

Mr. Young will prepare an order for the disconnect and reconnect fees for next week.

SITTING AS THE BOARD OF
THE SOLID WASTE SERVICE DISTRICT:

ITEM NO. 12: MISCELLANEOUS SERVICE DISTRICT MATTERS: There was no discussion.

SITTING AS THE
BOARD OF COMMISSIONERS:

ITEM NO. 13: MISCELLANEOUS PUBLIC WORKS: There was no discussion.

UNSCHEDULED: CONSIDERATION OF PLAN MAINTENANCE GRANT AGREEMENT FOR COMMUNITY DEVELOPMENT: Mr. Affolter said it is a two year \$6,534 grant.

Commissioner Creasy moved, Commissioner Woodward seconded to approve the grant, carried with three aye votes.

Chairman Kinkade signed two copies of the grant agreement.

UNSCHEDULED: CONSIDERATION OF AMENDMENT TO ORDINANCE NO. 18 REGARDING COUNTY CLERK'S FEES: Chairman Kinkade said Ms. Veltri made up an amendment, but Mr. Young said it isn't right. Chairman Kinkade said he would give it to Ms. Veltri to work with Mr. Young.

Chairman Kinkade adjourned the meeting at 11:48 a.m.

RESPECTFULLY Submitted this 26th day of October, 1987.

Dorene Sheldon
Dorene Sheldon, Recording Secretary

APPROVED BY:

DJK
DJK

GJC
GJC

GAW
GAW