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MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING
Monday, December 28, 1987
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COMMISSIONERS PRESENT: Dean J. Kinkade, Chairman
Gerald J. Creasy, Vice-Chairman
Gerald A. Woodward, Commissioner

STAFF PRESENT: Dorene Sheldon, Recording Secretary

STAFF PRESENT FOR PORTIONS OF MEETING: Sue Becraft, Executive Secretary; Karen Richards, Treasurer; Don Mason, Economic Development Director; Charles Anderson, Parks Superintendent; Sue Cameron, Health Administrator

CALL TO ORDER: By Chairman Kinkade at 9:10 a.m. in the Commissioners' Conference Room.

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

ITEM NO. 2: REVIEW OF WEDNESDAY, DECEMBER 30, 1987 AGENDA: The agenda wasn't prepared.

ITEM NO. 3: SUGGESTION BOX: There was a suggestion to have some windows in the Courthouse repaired or replaced; referred to the Safety and Budget Committees.

ITEM NO. 4: LIAISON REPORTS: Commissioner Creasy said he is working with Mr. Anderson on a reply to a letter on tree trimming. Commissioner Woodward said he stayed on Christmas Eve and let the secretaries go home early. Chairman Kinkade had no report.

ITEM NO. 5: DISCUSSION CONCERNING GRANT APPLICATION FOR LAW ENFORCEMENT OFFICER: This item was postponed until Wednesday's Board meeting.

ITEM NO. 6: DISCUSSION CONCERNING TILLAMOOK ECONOMIC ACTION TEAM BY-LAWS: Commissioner Woodward had several concerns regarding the by-laws. He was concerned that there was only one Commissioner on the Executive Board. Mr. Mason said the Commissioners make the final decision on all actions taken by the Executive Board.

Commissioner Woodward felt there were too many people on the Executive Board. Mr. Mason said the by-laws currently have eight. After discussion, the Board agreed there should be a maximum of seven on the Executive Board.

Commissioner Woodward said there were many managers from the various organizations on the Board. He suggested each organization choose its representative and not specify it must be a manager.

Commissioner Creasy said the structure would be used for six months, and then there would be an election for the Executive Board. Mr. Mason said the Commissioners will annually appoint members to the Overall Economic Development Committee to keep only active members. He said the Commissioners could also give final approval of the Executive Board.

Commissioner Creasy said as part of the reorganization, Mr. Mason would become a county employee. It will relieve the liability issue and give the county more access to his services. He would work about 90% for the Economic Action and 10% for the county. Commissioner Woodward said he had no problem with Mr. Mason becoming a county employee, but the by-laws state the Executive Committee will hire the position. He said it should state the Committee will recommend to the Commissioners and then the Commissioners will hire. Mr. Mason agreed.

Chairman Kinkade was concerned about the financial impact to the county. Commissioner Creasy said the various organizations would continue to pay into the fund, and he would be paid out of the Economic Action Team funds.

Commissioner Woodward said 31% is not a high enough percentage for a quorum. He recommended it be increased to 51%. The other Commissioners and Mr. Mason agreed.

The flow chart for "chain of command" was discussed. Commissioner Woodward said the Commissioners should be at the top, rather than the citizens.

Mr. Mason said the recommendations discussed will be presented to the Economic Action Team.

Commissioner Creasy said Mr. Mason's professional services agreement needed to be extended for six months until the new system would be implemented.

There was consensus to review Mr. Mason's agreement at Wednesday's Board meeting.

ITEM NO. 7: CONSIDERATION OF GRANT APPLICATION FOR BARVIEW RESTROOM FACILITIES: Mr. Anderson displayed blueprints for the Barview Restroom #3 facilities, which would also include upsizing the water mains in that area. He reviewed the project plans. The total cost for the project is \$68,880; \$34,440 from federal funds, and a like amount from the Parks budget.

Chairman Kinkade asked what would happen if the Budget Committee didn't approve the project. Ms. Richards said if the grant is received and funds aren't available, the county isn't required to accept the grant.

After further discussion, Commissioner Creasy moved, Commissioner Woodward seconded to approve the Land and Water Conservation grant application for the Barview Restroom #3 facilities, carried with three aye votes.

Chairman Kinkade signed the Project Sponsor Certification and Civil Rights Compliance forms.

UNSCHEDULED: CONSIDERATION OF GRANT APPLICATION FOR WHALEN ISLAND PARK WATER SYSTEM: Mr. Anderson said he would also like to reapply for Tillamook County's portion of the Whalen Island Water System, which is dedicated for Parks use only. Cost for the 1,230 feet project would be \$18,280; \$9,115 from Land and Water, and a like amount from the Parks budget.

There was discussion on the total project. Mr. Anderson said there are five private users, the county, and Lillian Craft on the line. Mr. Anderson said the dilemma is how to distribute water to Ms. Craft. If she taps into the Park system, it will not be dedicated for Parks use only; and that is the only way grants will be awarded. Chairman Kinkade said she should have a separate connection.

After further discussion, Commissioner Creasy moved, Commissioner Woodward seconded to reapply for the grant, carried with three aye votes.

Chairman Kinkade signed the Project Sponsor Certification and Civil Rights Compliance forms.

ITEM NO. 8: EXECUTION OF COUNTY APPLICATION TO RECEIVE DEPARTMENT OF VETERANS' AFFAIRS (DVA) FUNDS: Commissioner Creasy moved, Commissioner Woodward seconded to approve the application, carried with three aye votes.

Chairman Kinkade signed the County Application to Receive DVA Funds.

ITEM NO. 9: HEALTH DEPARTMENT UPDATE: Ms. Cameron said February will be AIDS education month.

Ms. Cameron said 30 patients for the year were projected for the pre-natal clinic that began in August, and 36 have already enrolled.

Commissioner Woodward asked if there was a licensed mid-wife in the county. Ms. Cameron said, "no." The Health Department refers all their patients to the Medical School.

Ms. Cameron said Mr. Lemery drafted agreements for school kitchen inspections. As the agreements come back from each of the schools, she will bring them before the Board.

Ms. Cameron said as part of the Student Retention Initiative, Teen Parent Program, Tillamook Bay Community College has requested the Health Department do the community education. The Department will receive \$2,000 to organize an in-service for teachers on how to counsel or target a possibly pregnant teen. There will also be some education done in the high school health class on decision making.

Ms. Cameron applied for March of Dimes funds; \$2,000 to continue the Family Talks program and \$5,000 to expand Ms. Oliver's time for the pre-natal clinics. She was given her choice and choose the \$5,000.

Ms. Cameron said the State Health Division wrote stating the federal government allocated a 10% increase in the administration of the WIC program, which will total approximately \$1,700.

Ms. Cameron said the department has also been busy with the drug lab work, hazardous materials ordinance, and shellfish study.

UNSCHEDULED: CONSIDERATION OF LINE ITEM TRANSFER FOR TILLAMOOK BAY STUDY: Commissioner Creasy moved, Commissioner Woodward seconded to approve the order transferring \$2,700 from Contingency to Sanitarian I and \$400 from Contingency to Miscellaneous Materials and Supplies, carried with three aye votes.

The Commissioners signed Order #87-175.

UNSCHEDULED: DISCUSSION CONCERNING BOTTS MARSH: Commissioner Creasy said Jay Rasmussen from OCZMA called and said he hasn't heard from Gail Achterman. Mr. Rasmussen spoke with Ed Zajonc and was given the impression he would recommend a denial of the permit before he retires. Mr. Rasmussen felt the Cogan-Sharpe feasibility study should be done in two parts, so at least a portion would be approved.

Chairman Kinkade adjourned the meeting at 10:20 a.m.

RESPECTFULLY Submitted this 28th day of December, 1987.

Dorene Sheldon
Dorene Sheldon, Recording Secretary

APPROVED BY:

DJK
DJK

GJC
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