

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**

**Monday, March 22, 1999**

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**[Filed with County Clerk 4-21-99]**

**COMMISSIONERS PRESENT:**

Sue Cameron, Chairperson  
Gina Firman, Commissioner

**COMMISSIONER ABSENT:**

Tim Josi, Vice Chairperson  
(On vacation)

**STAFF PRESENT:**

Paul Levesque, Management Analyst

**STAFF PRESENT FOR PORTIONS OF MEETING:** Craig Schwinck, Human Resources & Information Services; Mary Wujcik, Board Assistant

**GUESTS:** Jerry Dove, Chuck Hurliman

**CALL TO ORDER:** By Chair Cameron at 9:00 a.m. in the Commissioners' Conference Room.

**ITEM NO. 1: DISCUSSION PROPOSED CHANGE ORDER #7 TO THE TILLAMOOK TRANSFER STATION OPERATIONS CONTRACT:** This item was canceled and would be put on the Wednesday, March 24 agenda.

**ITEM NO. 2: DISCUSSION CONCERNING WORK FORCE SERVICES CONTRACT:** Commissioner Firman reported on the previous week's Work Force meeting where participants identified their needs. A major topic involved discussion regarding local MTC staff being part of any reconfiguration. Participants did not want to disrupt the partnerships in our county or with other counties.

Commissioner Firman felt the Board should move on this item on Wednesday. She wanted to make sure the local partners were protected.

Mr. Levesque was asked to draft a resolution for the agenda designating a work force provider.

**ITEM NO. 5: PARKS DEPARTMENT UPDATE:** This item was canceled. Commissioner Firman wanted to follow up with the proposal for Webb Park's use by the Pacific City dorymen.

**ITEM NO. 4: MANAGEMENT ANALYST & COURTHOUSE REMODEL UPDATES:** Mr. Levesque gave an update on the remodeling project. The final inspections were set for March 30, with possible occupancy that day. All furniture and furnishings had been ordered and should be delivered by April 8. The Juvenile Department would be moving in April 3 and 4.

Mr. Levesque said he would like to schedule the land sale for the end of May. It would include the remnants of the previous year's sale and the properties acquired this year including the Craig and White houses, as the former owners have not acted on the latter. The Board authorized Mr. Levesque to begin the public hearing process for selling the old Miami Cove Grange. If the Board decided to sell at the end of the hearing process, the property would be included in the land sale.

Mr. Levesque updated the Board on discussion with Simpson Timber Company regarding a possible land exchange for the benefit of the north County School District and Recreation District.

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The Board discussed whether to move its Monday staff meeting to Fridays, but due to other regularly scheduled meetings, it was decided not to make a change at this time.

**ITEM NO. 3: HUMAN RESOURCES & INFORMATION SERVICES UPDATE:** Mr. Schwinck updated the Board on Y2K. He had scheduled a community awareness meeting with the local paper for May 4. The board discussed a pre-planning meeting for this item on April 7.

Mr. Schwinck also updated the Board on the Information Services upgrades (attached). The Board discussed the Web page designer position which would be contracted as a summer hire. The Board also discussed Mr. Schwinck's temporary designation as Director of Information Services. There was a consensus to continue him for one more year, until the Y2K issues passed. Mr. Schwinck distributed a summary of ongoing work for IS.

Mr. Schwinck provided a personnel update and the Board discussed the new Parks position and the proposal for a Public Information Officer. They reviewed a rough draft of the job description for the proposed PIO. Other new positions were discussed (see attached). The Board concurred on the temporary Accounting Clerk I position through Jobs Plus for the Treasurer's office.

Putting Board minutes on the Web was discussed; Mr. Schwinck said he would assign someone to help the staff.

Commissioner Firman moved to approve the temporary Accounting Clerk I for the Treasurer and the Accounting Clerk II for the Performance Partnership, Commissioner Josi seconded, passed with three aye votes.

Mr. Schwinck presented a proposal from Northland insurance to cover Y2K damages.

Commissioner Firman moved to sign Northland's application for Y2K investigations, Commissioner Josi seconded, passed with three aye votes.

The Commissioners signed the application.

The Board discussed the work to replace the health insurance's canceled point-of-service plan through the Insurance Trust.

**ITEM NO. 6: LIAISON REPORTS:** Commissioner Firman reported on her work with the Governor's JCPAC Board on Drug & Alcohol issues and efforts to coordinate with the Juvenile Crime Prevention group. She reported on the Public Works Safety Committee meeting and discussion there on the proposed PIO position. She spoke about the Netarts Community Club meeting she had attended.

Chair Cameron discussed the meeting the previous week of the Forest Practices group and the issues around large wood debris and fish passage issues. The Board would set up a workshop with the Oregon Department of Forestry.

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Chair Cameron also discussed the Local Government Advisory Committee on Human Resources conference call regarding funding education versus human services. She said she had testified on behalf of Dispute Resolution and the work of Margaret Wilde before the Ways & Means Committee.

Chair Cameron reported on the Oregon Option celebration and the presentations given that day. She had also spoken to the Rockaway Lions Club on the library levy and roads.

**ITEM NO. 7: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW & INTER-OFFICE MATTERS:** The Board reviewed, amended and approved their calendar. Chair Cameron said the mark up for the bill on the funding for Tillamook County's Army Corps of Engineers' feasibility study "Challenge XXI" was occurring. Letters were needed from the community and the Board reviewed the draft letter.

The Board reviewed, amended and approved the agenda for the Board meeting on March 24.

**UNSCHEDULED: PUBLIC INPUT:** Mr. Dove discussed the catastrophic high tide on March 3, which eliminated the protective berm at Whiskey Creek Hatchery. They had everything ready to go to replace the berm, but Community Development would not give them their emergency permit. He argued that the County was still in storm season and he wanted Mr. Ascher to issue the permit.

Chair Cameron said she would talk with Mr. Ascher about the problem. Commissioner Firman said she had already spoken with Mr. Ascher, and he had informed her he did not believe the situation was an emergency. Chair Cameron said she would follow up.

Mr. Dove and Mr. Hurliman discussed the public input timing at meetings. The Board discussed proposed rules on this issue.

Chair Cameron adjourned the meeting at 10:25 a.m.

**RESPECTFULLY** submitted this \_\_\_\_ day of \_\_\_\_\_, 199\_\_ .

County Clerk: Josephine Veltri

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Mary Wujcik, Recording Secretary  
& Special Deputy

**APPROVED BY:**

\_\_\_\_\_  
Chairperson

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Vice Chairperson

\_\_\_\_\_  
Commissioner