

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

**Monday, October 25, 1999**

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**[Filed with County Clerk 11-24-99]**

**COMMISSIONERS PRESENT:**

Sue Cameron, Chairperson  
Tim Josi, Vice Chairperson  
Gina Firman, Commissioner

**STAFF PRESENT:**

William K. Sargent, County Counsel  
Paul Levesque, Management Analyst

**STAFF PRESENT FOR PORTIONS OF MEETING:** Marlene Putman, Commission on Children & Families; Craig Schwinck, Human Resources & Information Services Director; Tom Manning, Emergency Management Director; Sara Charlton, Library Director

**CALL TO ORDER:** By Chair Cameron at 8:35 a.m. in Meeting Room A.

**ITEM NO. 1: PUBLIC INPUT:** There was none.

**ITEM NO. 3: CONSIDERATION OF REQUEST TO PRINT NEWSLETTER FOR NESTUCCA VALLEY FAMILY FOUNDATION and COMMISSION ON CHILDREN & FAMILIES UPDATE:** Ms. Putman said the Foundation made the request; the cost would be approximately \$500. The Board discussed the other non-profit agencies which may also have the same need. Ms. Putman would report to the Foundation the difficult precedent this would set if the Board funded the request.

Ms. Putman discussed the life span respite care project and the comprehensive CCF planning process.

**ITEM NO. 4: CONSIDERATION OF RESOLUTION IDENTIFYING CRITICAL YEAR 2000 SYSTEMS UPDATE:** Mr. Schwinck said Senate Bill 266 limited the liability of local governments but a resolution was needed for insurance purposes.

Commissioner Firman moved to sign the resolution, Commissioner Josi seconded, passed with three aye votes.

The Commissioners signed Resolution #R-99-28.

**ITEM NO. 5: MISCELLANEOUS PERSONNEL MATTERS & INFORMATION SERVICES UPDATE:** Mr. Schwinck said that the Human Resource Assistant had left employment to move back to Spokane. Mr. Pickering was also gone for the week.

Mr. Schwinck said the September 9 Information Services test went very well. However, a series of upgrades on the mainframe was needed and would be done on the weekends. He would notify the users.

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**ITEM NO. 6: CONSIDERATION OF GRANT AGREEMENT WITH GOVERNOR'S WATERSHED ENHANCEMENT BOARD TO PROVIDE FUNDS FOR WATERSHED ASSESSMENTS THROUGH THE TILLAMOOK COUNTY ECONOMIC DEVELOPMENT COUNCIL:** This item was canceled.

**ITEM NO. 7: CONSIDERATION OF AMENDING THE AGREEMENT WITH THE GOVERNOR'S WATERSHED ENHANCEMENT BOARD (GWEB) TO CHANGE THE GRANT FISCAL AGENT FROM THE FROM THE TILLAMOOK COUNTY ECONOMIC DEVELOPMENT COUNCIL TO THE TILLAMOOK COUNTY PERFORMANCE PARTNERSHIP:** Mr. Felley said this amendment was to modify the grant agreement with GWEB, which had been previously signed by the Tillamook County Economic Development Council.

Commissioner Firman moved to authorize the Chair, as Chair of the Performance Partnership Executive Committee, to sign amendment for Agreement #98-251, Commissioner Josi seconded, passed with three aye votes.

The Chair signed the amendment.

Commissioner Firman moved to authorize the Chair, as Chair of the Performance Partnership Executive Committee, to sign amendment for Agreement #98-254, Commissioner Josi seconded, passed with three aye votes.

The Chair signed the amendment.

**ITEM NO. 8: CONSIDERATION OF AGREEMENT WITH E & S CONSULTING FOR WATERSHED ASSESSMENTS ON WILSON & MIAMI RIVERS FOR THE PERFORMANCE PARTNERSHIP:** Mr. Felley said this agreement would implement the grants acted on in the previous agenda items.

Commissioner Firman moved to sign the agreement, Commissioner Josi seconded, passed with three aye votes.

The Commissioners signed the agreement.

The Commissioners thanked Mr. Felley for the letter he put together the previous week regarding the feasibility study.

**ITEM NO. 9: CONSIDERATION OF FINANCIAL ASSISTANCE AWARD WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION FOR ENGINEERING/FEASIBILITY STUDY FOR THE KUNTZ FLOODWAY:** Commissioner Firman moved to authorize the Chair to sign the award, Commissioner Josi seconded, passed with three aye votes.

The Chair signed Award #077903981 in the amount of \$70,002.

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**ITEM NO. 13: NON-AGENDA ITEMS: Emergency Management Update:** Mr. Manning said the Advanced Measures were almost finished. He updated the Board on the ring levy. The U.S. Army Corps of Engineers staff from Washington, D. C., would be in the County on December 5-6 to inspect the projects. Mr. Miller and the Colonel would be in the County on Tuesday, October 26, at 9:30 a.m. Commissioner Firman would accompany them on their tour.

Mr. Manning also updated the Board on the current search and rescue mission and the Junior High School band's trip to Washington, D. C. for the Project Impact summit.

**ITEM NO. 10: CONSIDERATION OF ORDER ESTABLISHING A COUNTY CLERK RECORDS FUND:** Commissioner Firman moved to sign the order, Commissioner Josi seconded, passed with three aye votes.

The Commissioners signed Order #99-114.

**ITEM NO. 13: NON-AGENDA ITEMS: Library Update:** Ms. Charlton introduced Marilyn White, the new librarian. She was taking Mr. Amsberry's place. Ms. Charlton asked the Board to discuss with Copeland Lumber the possibility of purchase of the site for a library.

**ITEM NO. 11: MANAGEMENT ANALYST UPDATE:** There was none.

**ITEM NO. 13: NON-AGENDA ITEMS & BOARD CONCERNS:** The Board discussed the need for a resolution regarding Association of Oregon Counties strategic planning. This was scheduled for the following Board meeting.

**ITEM NO. 12: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/INTER-OFFICE MATTERS:** The Board reviewed the agenda for the evening of October 27 and discussed the status of the land exchange. The Board also talked about items that could be scheduled for that agenda, including the model home in Nehalem.

The Board reviewed and amended its calendar.

Chair Cameron updated the Board on the strategic planning process. The Board requested that cluster strategic planning sessions be scheduled for December 3 and December 20, if possible, with the facilitators. They also scheduled a performance evaluation and other meetings.

**ITEM NO. 13: NON-AGENDA ITEMS: Juvenile Department Update:** Mr. Krein updated the Board on a shelter home in north County, which would be open January 1, 2000. He also reported on the juvenile justice computer system, which would go on line the next day.

**Work Order for Baseline Road:** Mr. Oshel requested a work order be signed for ditching on Baseline Road. Commissioner Josi moved to sign the work order, Commissioner Firman seconded,

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passed with three aye votes.

The Commissioners signed the work order.

**ITEM NO. 2: LIAISON REPORTS:** Commissioner Josi updated the Board on the time line for the E-Board proposal. Commissioner Firman reported on her Team Management Training course.

Chair Cameron adjourned the meeting at 9:33 a.m.

**RESPECTFULLY** submitted this \_\_\_\_ day of \_\_\_\_\_, 1999.

County Clerk: Josephine Veltri

\_\_\_\_\_  
Mary Wujcik, Recording Secretary  
& Special Deputy

**APPROVED BY:**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Vice Chairperson

\_\_\_\_\_  
Commissioner