



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

**Monday, March 29, 2004**

**Page 1**

**FILED**

2:50pm  
MAY 21 2004  
TOW

**TASSI O'NEIL  
COUNTY CLERK**

1 **COMMISSIONERS PRESENT:** Paul A. Hanneman, Chairperson  
2 Tim Josi, Commissioner  
3  
4 **COMMISSIONER ABSENT:** Charles J. Hurliman, Vice Chairperson  
5 (on vacation)  
6  
7 **STAFF PRESENT:** Paul Levesque, Management Analyst

8  
9 **STAFF PRESENT FOR PORTIONS OF MEETING:** Aaron Suko, Public Works Director;  
10 Bill Campbell, Community Development Director; Tom Manning, Emergency Management  
11 Director; Marlene Putman, CCF Director; Michael Soots, I.S.  
12

13 **GUESTS:** Eric Swanson, 911 Director; Jeanette Austin, 911 Dispatcher; Jack Root; John  
14 Gettman; Gus Meyer  
15

16 **CALL TO ORDER:** By Chair Hanneman at 9:08 a.m. in the Commissioners' Meeting Room.  
17

18 **ITEM NO. 1: PUBLIC COMMENTS - NON-AGENDA ITEMS:** There were no comments.  
19

20 **ITEM NO. 2: UPDATE ON EMERGENCY MANAGEMENT, TSUNAMI SIRENS AND**  
21 **COMMUNICATIONS:** Mr. Swanson said they had been dealing with the system for quite some  
22 time and he felt they needed to bring the system to completion. He reported on the recent test.  
23 His equipment sent out the signal and a number of the sirens did not work. He distributed some  
24 notes and recommendations to improve the system (attached). He discussed the importance of a  
25 properly functioning system; a monthly testing plan and an alternate method of warning, such as  
26 a mass phone call down. The latter was an automated mass dial out of preprogrammed phone  
27 numbers with a recorded message.  
28

29 Mr. Manning said he concurred with Mr. Swanson. They had addressed most of the issues he  
30 raised. There would be a follow-up meeting that morning. He talked about his limited budget  
31 and the use of volunteers. He also discussed the new role of the National Weather Service  
32 (NWS) and its \$9 warning system for homeowners. He talked about the failures and distributed a  
33 schematic diagram showing specific failures (attached).  
34

35 Mr. Manning said he had a proposal from RFW Communications for \$9,400 to get the system  
36 functional. Today's meeting would discuss how and when the system would be completed.  
37

38 Mr. Soots said he had been involved since August with a plan similar to the one provided by Mr.  
39 Swanson. It had budget impacts. He said all the sirens Mr. Manning purchased from Trojan  
40 Nuclear plant needed to be rebuilt or replaced within the next five years. Mr. Manning noted that  
41 the cost of a new siren was \$15,000 to \$40,000.  
42

43 Mr. Root said he had been dealing with this since 1972. He gave a history of the collaboration  
44 which resulted in obtaining the 62 sirens. He described the technical challenges associated with

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1 their installation; they all worked when they were installed. He noted that the ones furthest away  
2 did not work, arguing that it was weak signal strength that caused the failure. He said  
3 Manzanita's worked because they were upgraded to a to a higher sensitivity to signal strength.  
4 Rockaway Beach had a proposal for a \$67,000 upgrade for their two sirens. He took  
5 responsibility for the misaligned tone board at Pacific City.

6  
7 Mr. Root talked about the problem with the Motorola dispatcher at 9-1-1. He said more than two  
8 tests were needed. Mr. Manning said 57% of the sirens did work.

9  
10 Commissioner Josi said he wanted another report at the next Staff Meeting on April 5, based on  
11 the results of the 10:00 a.m. meeting that morning, followed in two weeks (April 19) by a written  
12 "fix it" report signed by all four present.

13  
14 Mr. Swanson described the details of the schematic. Chair Hanneman was concerned that all the  
15 sirens work. Mr. Swanson agreed with Mr. Soots' recommendation to upgrade. Mr. Manning  
16 detailed the work in RFW's proposal. Mr. Soots wondered how long the monthly tests were  
17 planned, as part of the \$9400 proposal.

18  
19 The Board discussed the amounts paid to RFW from various funds. Chair Hanneman asked for a  
20 memo.

21  
22 Mr. Gettman said the City of Bay City had been left out of the discussion. The city had put in a  
23 \$30,000 request for the Needs & Issues document.

24  
25 **ITEM NO. 3: COMMISSION ON CHILDREN & FAMILIES UPDATE:** Ms. Putman  
26 distributed a draft of an article they would like to issue regarding a grant of \$22,000 which they  
27 were awarded. It was for child care and they had received it for the fourth year. The was Board  
28 consensus to authorize Ms. Putman to do that.

29  
30 Ms. Putman said approximately six years previously, the CCF partners felt a child care network  
31 was important for jobs. Children in this system were doing better in school readiness in the  
32 region. A resource development person had been hired by CCF partners to do an assessment.

33  
34 Ms. Putman said the resource directory they had been working on for several years was close to  
35 being done, with a link to their Web page.

36  
37 Chair Hanneman recessed the meeting at 9:59 a.m. and reconvened at 10:11 a.m.

38  
39 **ITEM NO. 4: COMMUNITY DEVELOPMENT UPDATE:** Mr. Campbell distributed copies  
40 of the weekly inspection report, an agenda for the April 15 meeting on the fill-removal process,  
41 and the revised time lines for the Transportation System Plan and the Riparian notices (attached).

42  
43 Mr. Campbell said Charles Erwin, attorney for the Waldrons, had contacted them to request  
44 information in response to the Department's letter to the Waldrons.

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1 Mr. Meyer noted that more fee revenue would be generated by the more expensive homes being  
2 built in the County rather than the percentage of the increase in fees. Mr. Campbell said the  
3 comparative chart was based on a 2000 square-foot home. Mr. Meyer, Mr. Campbell and the  
4 Board discussed the comparative analysis and the relationship of more expensive homes,  
5 particularly in the Manzanita area.

6  
7 **ITEM NO. 5: PUBLIC WORKS UPDATE:** Mr. Suko was looking forward to the Board  
8 meeting on March 31 in order to resolve the Reinmiller issues. All documents had been  
9 completed. The Board discussed the complaint the previous week regarding the gate being  
10 closed at the location.

11  
12 Mr. Suko said the OTIA contract would be on the agenda as well. The Board discussed the use  
13 and administration of these funds.

14  
15 Mr. Suko said the reorganized Road Advisory Committee (RAC) would meeting on April 12.  
16 Mr. Suko said that beginning April 5, he would be taking the first Monday of each month  
17 through June for vacation.

18  
19 Mr. Meyer said KTIL-Radio had announced the RAC meeting for that day, rather than for the  
20 12th. Mr. Suko said that on Sunday he had heard them announce the correct day.

21  
22 **ITEM NO. 6: MANAGEMENT ANALYST UPDATE:** Mr. Levesque reported on  
23 developments with the Council of Forest Trust Land Counties' (CFTLC) contract with the  
24 Schwabe law firm, including a letter from Martha Pagel, as to identifying the client as  
25 CFTLC/AOC, not the individual counties. He also talked about the public records request to  
26 ODF from CFTLC and the meeting on the April 7 with ODF and the Attorney General's office.

27  
28 Mr. Levesque also outlined a proposed letter to Tillamook County's Congressional delegation  
29 requesting funding for the Section 536 authorization for the Corps of Engineers project. He  
30 would draft it for the March 31st agenda.

31  
32 Mr. Levesque updated the Board on preparations for the surplus property sale, including a listing  
33 on E-Bay for the hot water heater and the sale of mechanical vents to local heating and sheet  
34 metal contractors.

35  
36 **ITEM NO. 8: BOARD CONCERNS, NON-AGENDA ITEMS & ANNOUNCEMENTS:**  
37 Commissioner Josi had met with Sally Clay, Downtown Association Director, regarding the "Q"  
38 Program. He said there was \$2,086 left in the Public Relations line, and she was requesting  
39 \$900.

40  
41 Commissioner Josi moved to donate \$450 to the "Q" Program, Chair Hanneman seconded,  
42 passed with two aye votes.

43  
44 Commissioner Josi felt the request from Willow Bill for his excursion up the Missouri River,

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1 retracing the route of Lewis & Clark, could be justified for a couple hundred dollars.

2  
3 Commissioner Josi moved to give Willow Bill \$200 for their historic journey reenactment, Chair  
4 Hanneman seconded.

5  
6 The Commissioners discussed how such funds should be allocated in the future.

7  
8 Motion passed with two aye votes.

9  
10 **ITEM NO. 7: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA**

11 **REVIEW/SUGGESTION BOX/INTER-OFFICE MATTERS:** Ms. Wujcik said there were  
12 no suggestions. The Board scheduled a performance evaluation for Mr. Suko for Wednesday,  
13 April 7 at 8:30 a.m.

14  
15 Ms. Wujcik discussed the e-mail and draft letters from Bill Demestihias at the Oregon  
16 Consortium regarding the County's request to change regions. Commissioner Josi suggested  
17 some modifications. The letters would be scheduled for execution after Commissioner Hurliman  
18 returned from vacation.

19  
20 Ms. Wujcik said the Mid-Valley Behavioral Care Network's budget meeting was set for Friday,  
21 April 23 at 2:00 p.m. It was necessary for two commissioners to attend in order to have a  
22 quorum.

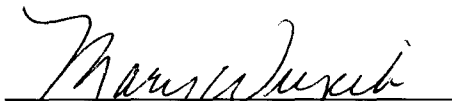
23  
24 The Commissioners reviewed and approved the agenda for March 31 and the weekly calendar.

25  
26 **ITEM NO. 9: PUBLIC COMMENT:** There was none.

27  
28 Chair Hanneman adjourned the meeting at 11:10 a.m.

29  
30 **RESPECTFULLY** submitted this 19 day of May, 2003.

31  
32 County Clerk: Tassi O'Neil

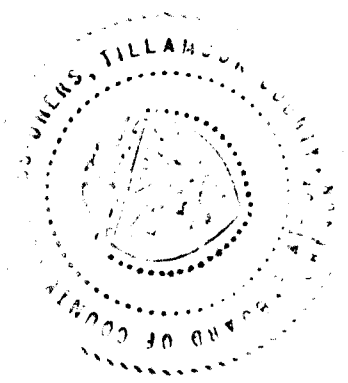
33  
34   
35 \_\_\_\_\_  
36 Mary Wujcik, Recording Secretary  
37 & Special Deputy

38  
39 **APPROVED BY:**

40  
41   
42 \_\_\_\_\_  
43 Chairperson

40  
41   
42 \_\_\_\_\_  
43 Vice Chairperson

40  
41   
42 \_\_\_\_\_  
43 Commissioner



**CALL TO ORDER – March 29, 2004**

1. **9:00 a.m.** Public Comments – Non-Agenda Items – **REQUEST TO SIGN GUEST LIST**
2. Update on Emergency Management, Tsunami Sirens and Communications/Tom Manning and Eric Swanson, 9-1-1 Director
3. Commission on Children & Families Update/Marlene Putman
4. Community Development Update/Bill Campbell
5. Public Works Update/Aaron Suko
6. Management Analyst Update/Paul Levesque
7. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters
8. Board Concerns, Non Agenda Items & Announcements
9. Public Comment

**ADJOURNMENT**

The Commissioners and the County's Budget Officer have set the following schedule for developing the **budget for Fiscal Year 2004-2005**. All the work sessions and meetings are open to the public and will be held in the Commissioners Meeting Room of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

**Work Sessions: Wed, April 14, 1:00-4:00 p.m.**  
**Thurs, April 15, 9:00-4:00 p.m.**  
**Fri, April 16, 9:00-11:30 a.m.**

**Budget Meetings: Wed, April 28, 1:30-4:00 p.m.**  
**Thurs, April 29, 9:00-4:00 p.m.**  
**Fri, April 30, 9:00-4:00 p.m.**

On **Wednesday, April 21**, the Commissioners will be holding their weekly meeting at the Beaver Fire Hall, Blaine Road, Beaver. The meeting will begin at **6:30 p.m.**

**BOARD OF COMMISSIONERS'**  
**STAFF MEETING**  
**Monday, March 29, 2004**

PLEASE PRINT CLEARLY

Name	Mailing Address	Item of Interest
JOHN GETTMAN		All
Gus Meyer	On Record	General
Aaron Siles	PW	#5
Bill Campbell	ROED	#4
Erik Swanson	911	#2
VANETTE AUSTIN	911	#2
Tom Manning	Tsunami sirens	
Jack Root	"	#2
Marlene Putman	ACF	#3
Michael Soots	I.S.	#1

(Please use reverse if necessary)



Tillamook County  
Emergency Communications District  
— 911 —

## MEMORANDUM

**TO:** Board of Commissioners  
Tillamook County

**FROM:** Eric Swanson, BBA, NREMT-P  
Administrator

**DATE:** March 29, 2004

**SUBJ:** Tsunami Siren System

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Thank you for giving me the opportunity to share with you my concerns about the current status of the tsunami siren system. I am confident that with very little effort this system can become fully functional and prove to be an invaluable warning tool for our citizens.

My motivation in discussing this matter with you is simple; I want to ensure that our citizens receive the best level of public safety service.

The current status of the tsunami siren system leaves some room for improvement, as detailed in my letter to Commissioner Josi regarding the February 27, 2004 siren testing. The following are my recommendations to help insure that this system is a viable emergency alert and warning system:

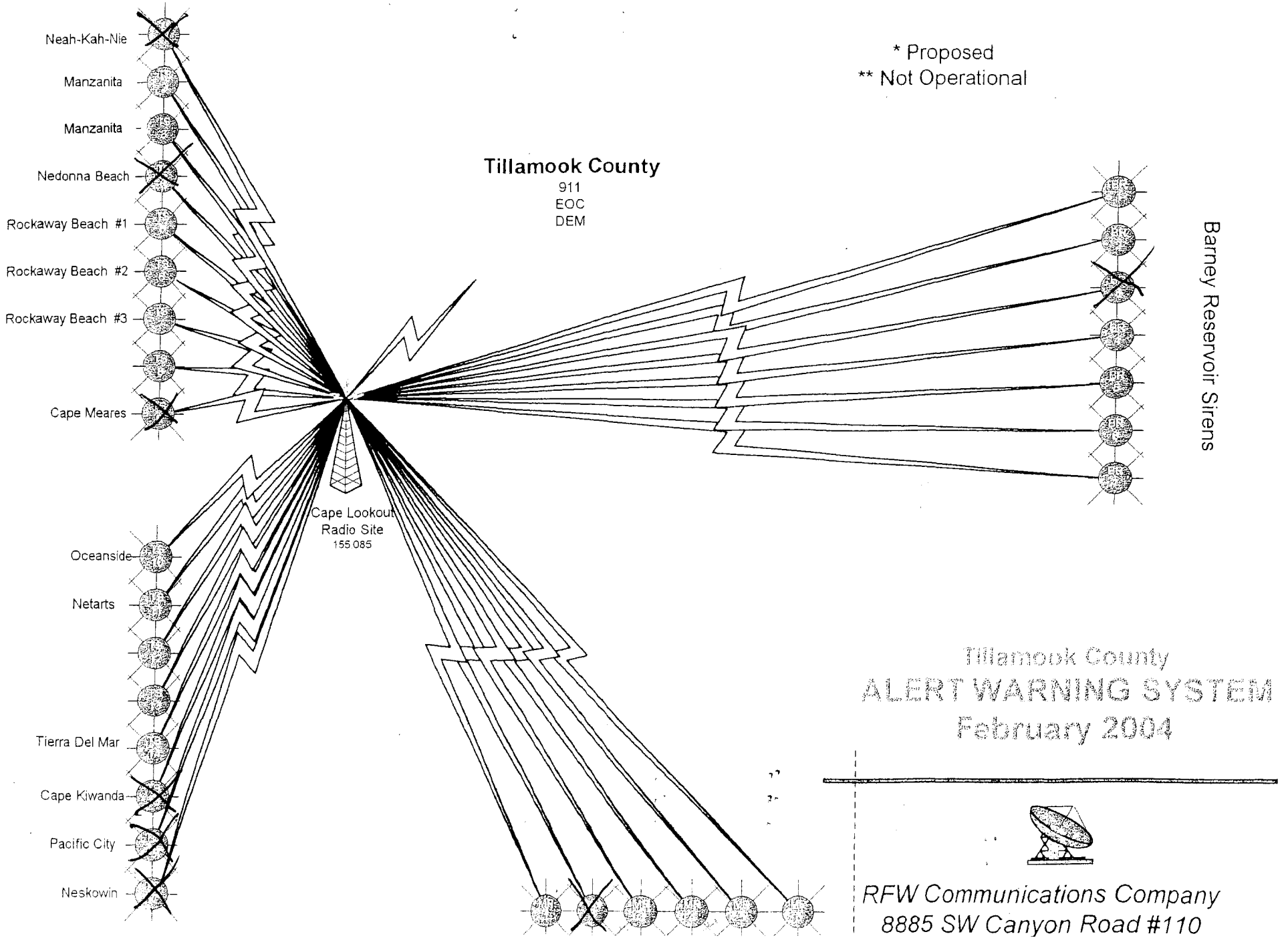
1. Each County-owned siren shall be identified individually with by serial number to track maintenance, installation, and success/failure rates;
2. Each siren that did not activate, and each siren that is not currently installed, should have a complete preventative maintenance check done by RFW Communications, the County's contractor;
3. A county-wide emergency siren test should be immediately scheduled;

4. Establish a formal monthly test for all emergency alert systems including both the tsunami system and the reservoir warning systems;
5. Create a plan for a secondary method of alerting citizens of tsunami warnings;
6. Promote public readiness through community education and the distribution of information;
7. In conjunction with law enforcement, fire, EMS, and 9-1-1, develop a formal tsunami plan which includes holding emergency exercises;
8. Develop a preventative maintenance program for the tsunami siren system.

The aforementioned items are not an exclusive and exhaustive list of all concepts and ideas that comprise an alert and warning system of this nature. These items are a snapshot of what needs to be done to insure that this system becomes a fully functional alert and warning system.

Thank you for the opportunity to work with you to insure the safety and welfare of the citizens that we serve.





**AGENDA**  
**Fill-Removal Permit Processes**  
**April 15, 2004**  
**7:00pm to 9:00pm**  
**Tillamook County Courthouse, Board of Commissioners Meeting**  
**Rooms**

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Facilitated by Lori Warner, DSL

**I. Brief introductions**

- Lori Warner, DSL
- Kathryn Harris, USACE
- Rick Klumph, ODFW
- Bill Campbell, TCDCD
- Lisa Phipps, TCDCD

**II. Who needs a permit and why?**

**III. What is the process for getting a permit? What process do the agencies go through in processing permits?**

**IV. What qualifies as an emergency by the State and Federal guidelines and how are they handled by the agencies?**

**V. Other issues of interest**

**Questions are encouraged throughout the entire agenda!**

**Special thanks to the Farm Bureau for providing refreshments!**

PLEASE PRINT ONE TIME ON MARCH 31, 2004

NOTICE OF WORKSHOP

Date of Notice: March 31, 2004

**Date of Workshop: April 15, 2004**

Notice is hereby given that an informational workshop will be held at 7:00 p.m. on Thursday, April 15, 2004 in the Board of Commissioners Meeting Rooms at the Tillamook County Courthouse, 201 Laurel Avenue in Tillamook for the purpose of discussing the following:

- Representatives from the U.S. Army Corps of Engineers, Department of State Lands, and the Department of Community Development will be presenting an overview of the permitting processes as they relate to Fill-Removal laws;
- Open Question and Answer Period

**The public is invited to participate and encouraged to ask questions.**

If you have any questions, please contact Lisa M. Phipps, Coastal Resource Planner, at 503-842-3408.

## Timelines for TSP & Riparian Notices

### DLCD Notice (TSP)

The DLCD Notice must be submitted 45 days before the first evidentiary hearing. The Riparian Ordinance revisions fall under periodic review.

<u>Planning Commission Date</u>	<u>45 Days Deadline</u>
Thursday May 13	Monday March 29

### Measure 56 Notice

The joint Measure 56 notice should be mailed 20 days before the **first** public hearing for **either** the TSP or the Riparian Ordinance. The notice materials need to be ready to send to DAS one week before mailing.

<u>Planning Commission Date</u>	<u>20 Days Mailing</u>	<u>27 Days Notice Ready</u>
Thursday May 13	Friday April 23	Friday April 16

Activity	TSP & LUO Housekeeping	Riparian Ordinance
45 Day Notice to DLCD	Friday March 29	N/A
Notice Materials Ready To Go	Friday April 16	
Measure 56 Mailing	Friday April 23	
Planning Commission Hearing	Thursday May 13	Thursday May 20
Board of Commissioners Hearing	<del>Wednesday May 26</del> Wednesday June 2	<del>Wednesday June 9</del> Wednesday June 16 7pm

