

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, May 10, 2004**  
**Page 1**

**FILED**  
*now*  
JUN 18 2004  
4:27 pm  
TASSI O'NEIL  
COUNTY CLERK

1 **COMMISSIONERS PRESENT:** Paul A. Hanneman, Chairperson  
2 Charles J. Hurliman, Vice Chairperson  
3  
4 **STAFF PRESENT:** Paul Levesque, Management Analyst  
5  
6 **COMMISSIONER ABSENT:** Tim Josi, Commissioner  
7 (In Douglas County w/ ODF)  
8

9 **STAFF PRESENT FOR PORTIONS OF MEETING:** Al Duncan, Surveyor; William K. Sargent,  
10 County Counsel; Craig Schwinck, Human Resources & Information Services Director; Aaron Suko,  
11 Public Works Director; Bill Campbell, Community Development Director; John Robinson, Health  
12 Department Director  
13

14 **GUESTS:** John Upton, Retirement Consulting Group, Inc.; 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:** Mr. Duncan presented a plat  
19 for Spring Lake Park for the Commissioners to sign.  
20

21 There was no public comment.  
22

23 **ITEM NO. 2: DISCUSSION CONCERNING APPROPRIATE USE OF COUNTY COUNSEL**  
24 **TIME:** Commissioner Hurliman asked about County Counsel's billing regarding a call from Mr.  
25 Pinkstaff (a member of the public) concerning the Day of Prayer and use of County electrical power  
26 for the microphone. Counsel Sargent said calls like that involved people who were not his clients;  
27 the County was his client. He tried to keep these calls short.  
28

29 Commissioner Hurliman noted that this issue was raised by the same individual every year. He  
30 believed that if Mr. Pinkstaff wanted Counsel's advice, he should pay for it. He would do the same  
31 next year. Counsel Sargent said he would not talk to Mr. Pinkstaff next year.  
32

33 Chair Hanneman said he was not sympathetic to discontinuing the practice of supply electrical power  
34 for the National Day of Prayer.  
35

36 **ITEM NO. 3: HUMAN RESOURCES & INFORMATION SERVICES UPDATE:** Mr.  
37 Schwinck said he had nothing.  
38

39 **ITEM NO. 5: COMMUNITY DEVELOPMENT UPDATE:** Mr. Campbell distributed the weekly  
40 report. He discussed the stop-work order on a portable structure (sheds) in Nehalem on that were  
41 proposed to be used as a guest house.

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

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**Page 2**

1 Mr. Campbell said Mr. Ellingson was on board as the On-Site Program Manager. Mr. Illingsworth  
2 from DEQ was in the County on a periodic basis as well. It was going well. Mr. Robinson and  
3 Chair Hanneman described the on-going process for filling the vacancy at the Health Department.

4  
5 Mr. Campbell said he received the draft findings from the Port of Tillamook Bay for a rural service  
6 center. They would be revised and scheduled for a Commissioners' meeting. The Transportation  
7 Plan hearing before the Planning Commission was Thursday, May 13. The public hearing on the  
8 Netarts sign was completed and would likely be appealed to the Board. It was a unanimous decision  
9 by the Planning Commission.

10  
11 Mr. Campbell met with the Sheriff's office to discuss filling the enforcement officer position  
12 vacancy. Officer David DeSau would be returning to the position on June 1.

13  
14 Mr. Campbell said the information on Goal 5 was posted. An ad would be in the Headlight Herald  
15 for the May 20<sup>th</sup> hearing. He felt the public meeting the previous Thursday was good, with about 20  
16 people attending. DEQ disagreed that the Trask River and Wilson River were not 1000 CFS rivers.  
17 Mr. Campbell told them to provide evidence on that at the public hearing.

18  
19 Mr. Campbell updated the Board on the Boquist permit application. Mr. Meyer said he thought DSL  
20 had accepted the permit. Mr. Campbell said it was a reaffirmation of the March 16 request for  
21 additional information. Mr. Meyer said it was confusing. Chair Hanneman said the Board was  
22 willing to help.

23  
24 **ITEM NO. 6: PUBLIC WORKS UPDATE:** Mr. Suko said he received a call from the Department  
25 of Agriculture seeking permission to place insect traps on rights-of-way. Mr. Suko had no problem  
26 with that. He described some paving work that would be done at the Pacific City Transfer Station  
27 site. The first week of work had been done on Laneda Avenue; three blocks had been done. The  
28 Road Advisory Committee meeting was at 3:00 p.m.

29  
30 Commissioner Hurliman briefed Mr. Suko on Friday's meeting on funding of County roads that  
31 accessed State forest lands. Mr. Levesque said that perhaps an agreement can be worked out by the  
32 end of summer.

33  
34 Mr. Suko said the Solid Waste Advisory Committee would be meeting the next day. He reviewed  
35 the upcoming action items he would be bringing before the Commissioners.

36  
37 Commissioner Hurliman cautioned Mr. Suko about rock deliveries in Manzanita.

38  
39 **ITEM NO. 9: BOARD CONCERNS, NON-AGENDA ITEMS:** Chair Hanneman referenced news  
40 releases about cuts in the rural clinics in health departments in other counties.

41

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**  
**Monday, May 10, 2004**  
**Page 3**

1 Chair Hanneman recessed the meeting at 9:51 a.m. and reconvened at 10:01 a.m.

2  
3 **ITEM NO. 4: UPDATE BY RETIREMENT CONSULTING GROUP, INC., ON**  
4 **RETIREMENT PLAN FOR TILLAMOOK COUNTY EMPLOYEES:**

5 Mr. Upton said most  
6 of the stock market went up 40-70% in the last twelve months. That was both good and bad because  
7 he believed it was artificially high and subject to major adjustment. He provided a historical  
8 perspective on the stock market and the Price-to-Earnings ratios. It was valued at 2-4 times that of  
9 other kinds of investments. Bonds were also more than fully valued. Interest rates would rise over  
10 the next 2-4 years. He discussed the lack of viable options for a pension plan managed in perpetuity.  
11 The County should keep stocks at 60% but diversify carefully and broadly. He suggested maybe  
12 amending the allocation to allow greater amounts of foreign stocks.

13 Mr. Upton reviewed the purchase and reallocation of assets for the annual County contribution of  
14 \$1.2 million the County just made. The reallocation eliminated one fund (Lord Abbott) and added  
15 another (American Capital). The County would be trimming some of the value stocks and adding  
16 a bit to growth stocks.

17  
18 Mr. Schwinck said there were four changes (attached).

19  
20 Commissioner Hurliman moved to authorize the reallocation, Chair Hanneman seconded, passed  
21 with two aye votes.

22  
23 **ITEM NO. 7: MANAGEMENT ANALYST UPDATE:** Mr. Levesque updated the Board on his  
24 public contracting conference, which he attended the previous week. There were upcoming changes  
25 to the code that would become effective in March 2005, as well as changes to the administrative  
26 rules. These would require changes to the County's local rules, and there would be another  
27 conference in February to assist local governments in this transition.

28  
29 Mr. Levesque reported on the results of the Sheriff's Sale of tax foreclosed property on May 7.  
30 There may be additional offers in the following days on property that did not sell.

31  
32 Mr. Levesque said the Oregon Public Property Managers Association (OPPMA) conference was  
33 scheduled this week, beginning May 12. Ms. Wujcik would be taking minutes at the Board Meeting  
34 that day, and he would be out the balance of the week.

35  
36 **ITEM NO. 8: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA**  
37 **REVIEW/SUGGESTION BOX/INTER-OFFICE MATTERS:**

38 The Board reviewed and revised  
39 the weekly calendar. Ms. Wujcik said Fr. Ray Ferguson had applied for the NOHA vacancy. There  
40 was Board consensus to place an order appointing him on the May 12<sup>th</sup> agenda. Mr. McKibbin was  
41 the only applicant for the forest portion of the Farm & Forest Committee. The Board discussed the  
need for a public forest representative, also.

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING  
Monday, May 10, 2004  
Page 4

1 **ITEM NO. 9: BOARD CONCERNS, NON-AGENDA ITEMS & ANNOUNCEMENTS: a.**  
2 **Discussion Concerning Allocating Certain Video Lottery Funds to Tillamook County**  
3 **Economic Development Council for Special Event Purposes:** Chair Hanneman distributed a copy  
4 of a proposed letter to EDC regarding the transfer of \$20,000 for the stated purposed. The Board  
5 discussed the action of the Budget Committee. The letter would be considered the following  
6 Monday, May 17<sup>th</sup>.  
7

8 **ITEM NO. 10: PUBLIC COMMENT:** There was none.  
9

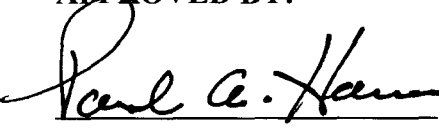
10 Chair Hanneman adjourned the meeting at 11:22 a.m.

11  
12 **RESPECTFULLY** submitted this 16 day of June, 2004.

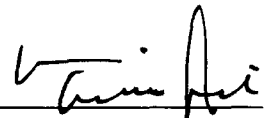
13  
14 County Clerk: Tassi O'Neil

15  
16  
17   
18 Mary Wujcik, Recording Secretary  
19 & Special Deputy  
20

21 **APPROVED BY:**

22  
23  
24   
25 Chairperson

26  
27   
Vice Chairperson

  
Commissioner



## **CALL TO ORDER – May 10, 2004**

1. **9:00 a.m.** Public Comments – Non-Agenda Items –  
**REQUEST TO SIGN GUEST LIST**
2. Discussion Concerning Appropriate Use of County Counsel Time
3. Human Resources & Information Services Update/Craig Schwinck
4. **9:30 a.m.** Update by Retirement Consulting Group, Inc. on Retirement Plan for Tillamook County Employees/John Upton
5. Community Development Update/Bill Campbell
6. Public Works Update/Aaron Suko
7. Management Analyst Update/Paul Levesque
8. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters
9. Board Concerns, Non Agenda Items & Announcements
  - a. Discussion Concerning Allocating Certain Video Lottery Funds to Tillamook County Economic Development Council for Special Event Purposes
10. Public Comment

## **ADJOURNMENT**

On **Wednesday, May 19**, the Commissioners will be holding their weekly Board Meeting at **6:30 p.m.** in the Nehalem City Hall, 35900 8<sup>th</sup> Street, Nehalem, OR.

**MEMORIAL DAY** is an observed holiday for Tillamook County, as well as the Circuit Court. All the offices in the Courthouse will be closed on **Monday, May 31, 2004**.

**BOARD OF COMMISSIONERS'**  
**STAFF MEETING**  
**Monday, May 10, 2004**

PLEASE PRINT

Name

Address

Item of Interest

Erus Meyer

On Record

General

~~Arnon Suko~~

PCW

#2 & #6

CRAIG SCHWINGEK

NR

#3 & #4

Bill Campbell

POC

#5

John Robinson

NR

1, 2, 3

John Upton

PERMANENT

Pension

(Please use reverse if necessary)

**Tillamook County Pension Plan**  
**Purchase and Reallocation of Assets**  
**4DR069939**

**This data is for your review and approval. PLEASE MAKE SURE THIS USES THE CORRECT FUNDS AND TARGET PERCENTS** When fax back this with your approval so that we can perform the purchases and reallocation as indicated. Thank you.

X \_\_\_\_\_  
 Approved, Craig Schwinck

X \_\_\_\_\_  
 Date

<i>Spoke to client</i>		5/4/04				<Over>/Under	<Sell>/Buy
<i>Date:</i>	Ticker	*Balance	Current %	Target %	Target \$	Allocated	Amount
<i>Time:</i>							
	EuroPacific Growth A	AEPGX \$ 1,337,782.11	6.50%	6.00%	1,234,977.12	(\$102,804.99)	(\$103,000.00)
	Fundamental Investors A	ANCFX \$ 1,439,750.37	6.99%	7.00%	1,440,806.64	\$1,056.27	\$0.00
	Capital Income Builder A	CAIBX \$ 616,041.75	2.99%	3.00%	617,488.56	\$1,446.81	\$0.00
	Calamos Growth & Income A	CVTRX \$ 574,392.07	2.79%	3.00%	617,488.56	\$43,096.49	\$43,000.00
	Dodge & Cox Stock	DODGX \$ 851,219.30	4.14%	5.00%	1,029,147.60	\$177,928.30	\$178,000.00
	Fidelity Low Priced Stock	FLPSX \$ 1,243,442.23	6.04%	6.00%	1,234,977.12	(\$8,465.11)	(\$9,000.00)
	Gabelli Asset	GABAX \$ 1,239,302.30	6.02%	6.00%	1,234,977.12	(\$4,325.18)	\$0.00
	Amcap Fund A	AMCPX \$ -	0.00%	3.00%	617,488.56	\$617,488.56	\$617,000.00
	Lord Abbett Affiliated A	LAFFX \$ 563,161.33	2.74%	0.00%	-	(\$563,161.33)	(\$563,161.33)
	Lord Abbett Mid-Cap Value A	LAVLX \$ 1,276,887.81	6.20%	6.00%	1,234,977.12	(\$41,910.69)	(\$42,000.00)
	T. Rowe Price Small Cap Value	PRSVX \$ 1,328,557.17	6.45%	6.00%	1,234,977.12	(\$93,580.05)	(\$94,000.00)
	Payden Global Fixed Income R	PYGFY \$ 1,132,006.82	5.50%	7.00%	1,440,806.64	\$308,799.82	\$309,000.00
	First Eagle Global A	SGENX \$ 685,704.87	3.33%	3.00%	617,488.56	(\$68,216.31)	(\$68,000.00)
	Tweedy Browne Global Value	TBGVX \$ 1,124,904.38	5.47%	5.00%	1,029,147.60	(\$95,756.78)	(\$96,000.00)
	Vanguard Total Bond Market Idx	VBMFX \$ 1,314,145.91	6.38%	8.00%	1,646,636.16	\$332,490.25	\$332,000.00
	Vanguard Int Tm US Treasury	VFITX \$ 1,130,428.45	5.49%	7.00%	1,440,806.64	\$310,378.19	\$310,000.00
	Vanguard Growth & Income	VQNPX \$ 1,015,973.20	4.94%	5.00%	1,029,147.60	\$13,174.40	\$13,000.00
	*Alliance Treasury Reserves	- \$ 1,200,487.96	5.83%	0.00%	-	(\$1,200,487.96)	(\$1,199,838.67)
	Instl Investors Stable Asset	- \$ 1,259,796.58	6.12%	7.00%	1,440,806.64	\$181,010.06	\$181,000.00
	SEI Stable Asset	- \$ 1,248,967.42	6.07%	7.00%	1,440,806.64	\$191,839.22	\$192,000.00
	<i>*after \$1,200,000 contribution</i>	\$ 20,582,952.03	100.00%	100.00%	20,582,952.03	0.00	\$0.00

**Back Office Notes:**

Please make sure that our consultant John Upton of Retirement Consulting Group is listed as the broker of record and continues to receive duplicate copies of all fund statements, confirmations and 12b-1s directly from each fund. There is a \$35 ticket charge per trade, this charge will be taken from client account.

5/10/2004

Dept. of Community Development - Building Section

Week Ending	Plan Review	Structural Inspections	Mechanical Inspections	M.D. insp.	Mileage for str. Insp.	Electrical Inspections	Plumbing Inspections	Investigate Proj. check	Citations Issued	Stop Work Orders	Court Hours
03/19/04	11	54	19	0	1031	62	19	0	0	0	0
03/26/04	32	60	18	2	1232	50	31	2	0	0	0
04/02/04	16	93	11	1	1347	44	27	0	0	0	0
04/09/04	5	79	9	1	1268	51	38	1	0	0	0
04/16/04	24	70	27	0	1329	48	32	4	0	0	1
04/23/04	16	60	14	0	1122	52	31	0	0	0	0
04/30/04	18	66	12	2	1460	47	35	1	0	1	0
05/07/04	15	62	14	5	1248	50	27	1	0	1	0
<b>Total</b>											
<b>YTD</b>	<b>311</b>	<b>1613</b>	<b>334</b>	<b>34</b>	<b>21807</b>	<b>833</b>	<b>544</b>	<b>14</b>	<b>0</b>	<b>3</b>	<b>1</b>

05/07/04 - Stop Work Order posted by Vic Eagan at 35696 Hwy 101, Nehalem (N-K-N Beads).

200 sq. ft. + or - insulated, plumbed, elect. In process of being finished 4 feet from back of comerial building.


G:\Buildforms\Insp Log.xls

For the week ending \_\_\_\_\_

Submitted By: \_\_\_\_\_