

FILED

SEP 16 2004

3:40 PM

TASSI O'NEIL
COUNTY CLERK

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING
Monday, August 2, 2004
Page 1

- 1 **COMMISSIONERS PRESENT:** Paul A. Hanneman, Chairperson
- 2 Charles J. Hurliman, Vice Chairperson
- 3 Tim Josi, Commissioner
- 4
- 5 **STAFF PRESENT:** Paul Levesque, Management Analyst
- 6
- 7 **STAFF PRESENT FOR PORTIONS OF MEETING:** Aaron Suko, Public Works Director; Bill
- 8 Campbell, Community Development Director; Tim Lutz, Assessor/Tax Collector; Tassi O'Neil,
- 9 County Clerk; Craig Schwinck, Human Resources & Information Services Director; Tom Manning,
- 10 Emergency Management Director
- 11
- 12 **GUESTS:** Bev Lutz, State Court Administrator; John Gettman; Gus Meyer
- 13
- 14 **CALL TO ORDER:** By Chair Hanneman at 9:07 a.m. in the Commissioners' Meeting Room.
- 15
- 16 **ITEM NO. 1: PUBLIC COMMENTS - NON-AGENDA ITEMS:** There was none.
- 17
- 18 **ITEM NO. 2: HUMAN RESOURCES & INFORMATION SERVICES UPDATE:** Mr.
- 19 Schwinck said he would be out the rest of the week at the Oregon Directors of Data Processing. He
- 20 suggested that Mr. Campbell be at the executive session. Commissioner Josi said he would not be
- 21 here for that executive session.
- 22
- 23 **ITEM NO. 3: COMMUNITY DEVELOPMENT UPDATE:** Mr. Campbell distributed the weekly
- 24 inspection report and said the stop work order was on a deck in Bay City, which was being
- 25 constructed without permits.
- 26
- 27 Mr. Campbell said the Oregon Parks & Recreation public hearing on the jetty had been moved to
- 28 August 17. It would be at the Garibaldi City Hall. Permit issuance could be August 30th. He would
- 29 provide information for the record as to why this constituted an emergency.
- 30
- 31 **Consideration of Granting Authority for Department Head to Sign Contract for Data Input:**
- 32 Mr. Campbell sought authority to sign a personal services contract for data input in the amount of
- 33 \$3000. It was for the All Hazards Mitigation Plan.
- 34
- 35 Commissioner Josi moved to authorize Mr. Campbell to sign the contract, Commissioner Hurliman
- 36 seconded.
- 37
- 38 Mr. Manning noted that the contractor, Sabrina Norberg, was a very competent planner who was also
- 39 doing work for the cities.
- 40
- 41 Motion passed with three aye votes.

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING

Monday, August 2, 2004

Page 2

1 Mr. Campbell said he had attended the Regional Partnership meeting. He reviewed funding
2 decreases from \$1.3 million in 2001-02 to \$240,000 for the current year. He talked about the need
3 to support the "add back" of State monies into the fund. He also discussed the \$2 million in FEMA
4 grant funds and the number of businesses that may be interested.

5
6 Mr. Campbell discussed recent grant applications. Chair Hanneman said he was still waiting to hear
7 back from the Ports on the RARE Grant program.

8
9 Mr. Campbell again addressed the Corps' award schedule for the jetty project.

10
11 **ITEM NO. 7: BOARD CONCERNS - NON-AGENDA ITEMS:** Mr. Lutz, Ms. O'Neil and Ms.
12 Lutz were present to express opposition to any full closure of the Courthouse on Friday, August 13th
13 during the electrical shut down. Commissioner Hurliman said he thought they had left it to the
14 department heads to decide if they wanted to work four 9-hour days and a ½ day on Friday.

15
16 Mr. Schwinck said there was a safety issue regarding the public coming into unlighted corridors and
17 the lack of panic buttons.

18
19 Mr. Lutz said if there were safety concerns, close the building to the public but keep the employees
20 working. Ms. O'Neil reminded the Board about the resolution they had enacted the previous week
21 which cut the hours of recording in her office. She agreed with Mr. Lutz.

22
23 Mr. Levesque outlined what the news release had said. Commissioner Hurliman felt that leaving it
24 flexible with the department heads was best. Chair Hanneman felt it was too late to change the press
25 release.

26
27 Commissioner Josi said signage and an extra deputy on duty during the time of the electrical
28 shutdown would be appropriate, stating the Courthouse would be open to the public.

29
30 **ITEM NO. 4: PUBLIC WORKS UPDATE & ITEM NO. 5: MANAGEMENT ANALYST**

31 **UPDATE: Discussion Regarding IGA with Oregon Department of Forestry for Road Funding:**
32 Mr. Levesque led the discussion on the Intergovernmental Agreement with Oregon Department of
33 Forestry regarding road funding. Mr. Suko said he had reviewed it and had no comment.

34
35 Mr. Levesque outlined the concept of payment of the fee directly to the County and showing proof
36 of payment to ODF at the time deposit was made by the timber sale purchaser. He outlined the
37 proposed Exhibit A (Board order setting the fee) and Exhibit B (project plan for Trask River Road).

38
39 There was consensus to approve the approach used in the proposed agreement.

40
41 **ITEM NO. 4: PUBLIC WORKS UPDATE:** Mr. Suko asked whether the Board was contacted

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING

Monday, August 2, 2004

Page 3

1 regarding the Hallstrom and Hoffman approach road dispute. The Board said there had been no
2 contact.

3
4 Mr. Suko said the Federal Highway Administration was negotiating with the contractor on the
5 Sandlake Road project for a completion date. They were continuing to find unsuitable material, such
6 as 1000 feet of old plank road which was recently uncovered. Mr. Suko said it looked like next
7 summer for completion. He discussed additional right-of-way that might be required.

8
9 Mr. Suko said crews were paving 5th Street in Bay City and working on paving agreement for Shore
10 Street in Pacific City. They may have to stop the roadside mowing because of the fire conditions.
11 The Notice of Intent to Award order for the paving condition analysis contract would be on the
12 Board's agenda for Wednesday. He discussed the prior review.

13
14 **ITEM NO. 7: BOARD CONCERNS - NON-AGENDA ITEMS & ANNOUNCEMENTS:**

15 Commissioner Josi said he was headed to Ontario, Oregon for a forum on Ballot Measure 34. He
16 reported on his work the previous week regarding the explanatory statement for Measure 34 on the
17 November ballot.

18
19 Chair Hanneman talked about the 3 to 3 vote on the 152,000 acre Salmon Anchor Habitat set asides.
20 He said there was a cover letter that listed all the set-asides in the Tillamook Forest. Commissioner
21 Josi noted that Clatsop County Chair Westbrook supported the 50-50 initiative.

22
23 [Commissioner Josi left the meeting.]

24
25 Chair Hanneman recessed the meeting at 10:00 a.m. and reconvened at 10:01 a.m.

26
27 **ITEM NO. 6: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA**
28 **REVIEW/SUGGESTION BOX/INTER-OFFICE MATTERS:**

29 Ms. Wujcik presented a letter of
30 thanks for Ms. Evans who was leaving the Library Board. The Board signed the letter.

31 The Board approved the agenda for the 4th.

32
33 Ms. Wujcik presented two suggestions; one was to return the management of Community
34 Development to the way it used to be; the other was to find a way to stop the bus patrons from using
35 the Courthouse restrooms. Commissioner Hurliman said he would contact Ms. Ornelas at the
36 Transportation District regarding adding signage directing bus patrons to the port-a-potty by the bus
37 shelter.

38
39 The Board reviewed and amended the weekly calendar.

40
41 **ITEM NO. 7: BOARD CONCERNS - NON-AGENDA ITEMS & ANNOUNCEMENTS:** Mr.

MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING
Monday, August 2, 2004
Page 4

1 Manning reported on the Emergency Preparedness conference in Rockaway Beach the previous
2 Saturday. Another one was planned for Oceanside on the 4th. He discussed the upgrade of the
3 national alert to the orange level and its possible effect on Tillamook County. Commissioner
4 Hurliman and Mr. Manning discussed the planning for possible mass evacuations.

5
6 **ITEM NO. 8: PUBLIC COMMENTS:** There were none.

7
8 Counsel Sargent arrived and confirmed the 11:00 a.m. Executive Session.

9
10 Chair Hanneman recessed the meeting at 10:09 a.m.

11
12 **ITEM NO. 9: EXECUTIVE SESSION PURSUANT TO ORS 192.660(I)(h) TO CONSULT**
13 **WITH LEGAL COUNSEL REGARDING LITIGATION:** Chair Hanneman convened the
14 Executive Session at 11:00 a.m. and adjourned it at 12:03 p.m.

15
16 The Chair reconvened the regular meeting at adjourned at 12:06 p.m.

17
18 **RESPECTFULLY** submitted this 15 day of Sept, 2004.


19
20 County Clerk: Tassi O'Neil

21
22 
23
24 Mary Wujcik, Recording Secretary
25 & Special Deputy
26

27 **APPROVED BY:**

28
29 
30 Paul A. Hanneman
31 Chairperson

32 
33 Charles J. Hurliman
Vice Chairperson


Commissioner



BOARD OF COMMISSIONERS'
STAFF MEETING
Monday, August 2, 2004

PLEASE PRINT

Name Address Item of Interest

JOHN GETTOAN All

Brian Campbell

Tom Hoff Power Interrupter

Bob Lutz Power Shutdown

Gus Meyer general

James O'Neil Power Aug 13

Tom Manning All

Gary Schwanck HR ES

Aaron Sulko #4

(Please use reverse if necessary)

CALL TO ORDER – August 2, 2004

1. **9:00 a.m.** Public Comments – Non-Agenda Items – **REQUEST TO SIGN GUEST LIST**
2. Human Resources & Information Services Update/Craig Schwinck
3. Community Development Update/Bill Campbell
4. Public Works Update/Aaron Suko
5. Management Analyst Update/Paul Levesque
6. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters
7. Board Concerns, Non Agenda Items & Announcements
8. Public Comment
9. **11:00 a.m.** Executive Session, pursuant to ORS 192.660(1)(h), to Consult with Counsel regarding Litigation

ADJOURNMENT

Following tradition, the Commissioners will **NOT** be holding a Board Meeting the opening day of the Tillamook County Fair, which is **Wednesday, August 11**, this year.

Labor Day is an observed holiday for the County, as well as the Oregon State Circuit Courts. All the offices in the Courthouse will be **CLOSED** on **Monday, September 6, 2004**.