

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING**  
Wednesday, July 16, 2008  
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**COMMISSIONERS PRESENT:** Charles J. Hurliman, Chair  
Mark Labhart, Commissioner

**COMMISSIONER ABSENT:** Tim Josi, Vice-Chair (NACo)

**STAFF PRESENT:** Paul Levesque, Facilities, Fleet and  
Contracts Director  
William K. Sargent, County Counsel

**FILED**  
*flw*  
SEP 04 2008  
3:45pm  
TASSI O'NEIL  
COUNTY CLERK

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** Curtis Hesse, Administrator, Health Department; Jennifer Purcell, Coordinator, Solid Waste; Liane Welch, Director, Public Works; Del Schleichert, Director, Parks Department and Marlene Putman, Director, Commission on Children and Families.

**GUESTS:** Helen Armstrong, Amy Stricklin, Shirley Kalkhoven and Gus Meyer.

**CALL TO ORDER:** By Chair Hurliman at 9:07 a.m. in Commissioners' Meeting Room A.

**ITEM NO. 1: WELCOME & REQUEST TO SIGN GUEST LIST:** Chair Hurliman welcomed everyone and reminded them to sign the guest list.

**ITEM NO. 2: PUBLIC COMMENT – NON-AGENDA ITEMS:** There were no comments at this time.

**ITEM NO. 3: FUTURES COUNCIL UPDATE:** Jennifer Purcell, Shirley Kalkhoven and Amy Stricklin were present. They have completed the work of updating the vision and are now in the process of implementing certain elements. Ms. Kalkhoven announced the recruitment of members from South County. Ms. Stricklin described a project with Oregon State University for additional data gathering on community vitality. They hoped this would beef-up their benchmarks and provide more frequent updates.

Ms. Purcell provided an update of a bi-weekly program on Coast 105 to focus on various implementation projects. The Futures Council will also host a dinner on September 25<sup>th</sup> at the Pelican Pub to introduce the Strategic Vision and awards for furtherance of the Strategic Vision. Chair Hurliman thanked the Council.

**ITEM NO. 4: CONSIDERATION OF INTERAGENCY AGREEMENT WITH NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT FOR OFFICE SPACE FOR THE TILLAMOOK COUNTY COMMISSION ON CHILDREN AND FAMILIES:**

Helen Armstrong said this is the annual Agreement. It provides a different space but at the same cost except for a five (5%) percent annual increase for utilities. Chair Hurliman said he appreciated Ms. Armstrong's cooperation. Commissioner Labhart agreed.

A motion was made by Commissioner Labhart to approve and sign the Interagency Agreement with the Northwest Regional Education Service District for office space for the Tillamook County Commission on Children and Families. The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes. Chair Hurliman signed the Agreement.

**ITEM NO. 5: CONSIDERATION OF CHANGE ORDER #1 TO CONTRACT #3932 WITH BRIAN WERNER CONSTRUCTION INC. TO CONSTRUCT A CONCRETE RETAINING WALL AT THE MANZANITA TRANSFER STATION:**

Ms. Purcell thanked Commissioner Labhart for being at the ribbon cutting ceremony. She described activities at the main Transfer Station, including the Notice of Intent to Award. She then discussed the Z-wall construction underway and the need for this Change Order to extend the completion date.

Commissioner Labhart made a motion to approve and sign Change Order #1 to Contract #3932 with Brian Werner Construction Inc. to construct a concrete retaining wall at the Manzanita Transfer Station. The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes. The Commissioners signed the Change Order.

**ITEM NO. 6: CONSIDERATION OF LOCAL AGENCY AGREEMENT (NO. 25,042) EMERGENCY RELIEF PROGRAM WITH THE OREGON DEPARTMENT OF TRANSPORTATION FOR TEMPORARY EMERGENCY RELIEF WORK:**

Liane Welch said Oregon Department of Transportation (ODOT) is the administrator for Federal highways. This provides reimbursement of Four Hundred Nine Thousand (\$409,000) Dollars for the December 2007 storm damage, primarily on the Blaine Road slide.

Commissioner Labhart made a motion to approve and sign the Local Agency Agreement Emergency Relief Program with ODOT for temporary emergency relief work. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Agreement.

**ITEM NO. 7: CONSIDERATION OF PERSONAL SERVICES AGREEMENT WITH CAPITOL ASSET & PAVEMENT SERVICES, INC. FOR PAVEMENT MANAGEMENT, ROADSIDE DITCH ANALYSIS AND DIGITAL IMAGING SERVICES:** Every other year pavement inspection is completed. Ms. Welch said they will also inventory ditch conditions and compile digital imagery of the pavement system. This Contract is for Thirty-Three Thousand Three Hundred (\$33,300) Dollars and is within the budget.

A motion was made by Commissioner Labhart to approve and sign the Personal Services Agreement with Capitol Asset & Pavement Services, Inc. for pavement management, roadside ditch analysis and digital imaging services. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Agreement.

**UNSCHEDULED:** Ms. Welch gave a report on the proposed paving program for this summer (two point six [2.6] miles), see attached. She then reviewed staff cuts beginning October 1 and the closure of North and South County shops. She will eliminate all routine maintenance on local access roads. These will be posted on the web site. They are working on limited mowing and striping. There was a discussion on a Watershed Council project.

Commissioner Labhart proposed endorsement of the paving list and cutbacks. Chair Hurliman agreed. Commissioner Labhart said these are tough times for the Road Department. He complimented the Department staff and Ms. Welch's leadership. He doesn't like this situation but he supports the decisions reached by Ms. Welch to deal with the lack of funding. Chair Hurliman commended Ms. Welch and endorsed her actions.

**ITEM NO. 8: CONSIDERATION OF CONTRACT WITH STATE MARINE BOARD FOR BOATING SAFETY AND LAW ENFORCEMENT SERVICES:** Commissioner Labhart said this is an annual agreement funded with boater registration fees. It employees three (3) marine Deputies.

Commissioner Labhart made a motion to approve and sign the Contract with the State Marine Board for boating safety and law enforcement services. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Contract.

**ITEM NO. 9: CONSIDERATION OF PROPERTY DISPOSITION SERVICES AGREEMENT WITH PROPERTYROOM.COM:** Commissioner Labhart said this will provide internet sales of surplus property (evidence). The firm has a good sales record.

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A motion was made by Commissioner Labhart to approve and sign the Property Disposition Services Agreement with PropertyRoom.com. The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes. Chair Hurliman signed the Agreement.

**ITEM NO. 10: CONSIDERATION OF NOTICE OF INTENT TO AWARD A CONTRACT TO DIAMOND N. CONSTRUCTION FOR THE MEMALOOSE POINT BOAT LAUNCH FLOAT PROJECT:**

Del Schleichert said this is an Oregon Marine Board grant. Twenty (20) bid packets were mailed. Two (2) bids were received, which he summarized.

A motion was made by Commissioner Labhart to approve and sign the Notice of Intent to Award a Contract to Diamond N. Construction for the Memaloose Point Boat Launch Float Project. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed Order #08-077.

Mr. Schleichert said this should be done by fishing season.

**ITEM NO. 11: CONSIDERATION OF PROFESSIONAL SERVICES CONTRACT WITH EDGAR SHIROMA, DDS TO PROVIDE FQHC DENTAL HEALTH SERVICES:**

Curtis Hesse said this Contract has been going on for some time. The rates will remain the same. He and the Commissioners thanked Dr. Shiroma.

Commissioner Labhart made a motion to approve and sign the Professional Services Contract with Dr. Edgar Shiroma to provide FQHC dental health services. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Agreement.

**ITEM NO. 12: CONSIDERATION OF APPLICATION TO THE WATT BROTHERS SCHOLARS TRUST FOR A GRANT TO PURCHASE BOOKS (BOTH ENGLISH AND SPANISH) FOR "JUMP START TO EARLY LITERACY":**

Marlene Putman said this involves a partnership with schools, the Library and the Health Department. It helps parents work with kids so they are ready to read when they start school. This will supply books.

Commissioner Labhart made a motion to approve the application to the Watt Brothers Scholars Trust for a grant to purchase books for "Jump Start to Early Literacy". The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes.

**UNSCHEDULED:** Ms. Putman reported on other grants including applications by others because the County isn't eligible.

**ITEM NO. 13: CONSIDERATION OF MODIFICATION #2 TO INTERGOVERNMENTAL AGREEMENT #3757 WITH CITY OF TILLAMOOK TO OPERATE THE COUNTY'S DOG CONTROL PROGRAM:** Paul Levesque described the work under this Contract.

A motion was made by Commissioner Labhart to approve and sign Modification #2 to the Intergovernmental Agreement #3757 with the City of Tillamook to operate the County's dog control program. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Modification.

**ITEM NO. 14: CONSIDERATION OF MODIFICATION #1 TO AGREEMENT #3852 WITH SHELDON OIL COMPANY FOR CARDLOCK FUEL PURCHASE:** Mr. Levesque talked about how fuel is procured and priced by public agencies. Mr. Levesque said this will likely be put back out for bid next year.

A motion was made by Commissioner Labhart to approve and sign Modification #1 to Agreement #3852 with Sheldon Oil Company for cardlock fuel purchases. The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes. The Commissioners signed the Modification.

**ITEM NO. 15: CONSIDERATION OF MODIFICATION #2 TO AGREEMENT #3661 WITH ECONOMIC DEVELOPMENT COUNCIL OF TILLAMOOK COUNTY FOR THE CDBG AGREEMENT FOR THE HEBO WATER SYSTEM:** Mr. Levesque explained that only Cities and Counties can apply for these grants. He said that there is a tremendous amount of grant administration and this Contract provides for that through the Economic Development Council.

Commissioner Labhart made a motion to approve and sign Modification #2 to Agreement #3661 with the Economic Development Council of Tillamook County for the Community Development Block Grant Agreement for the Hebo Water System. The motion was seconded by Chair Hurliman. The motion carried with two (2) aye votes. The Commissioners signed the Modification.

**ITEM NO. 16: CONSIDERATION OF MODIFICATION #2 TO AGREEMENT #3598 WITH ECONOMIC DEVELOPMENT COUNCIL OF TILLAMOOK COUNTY FOR THE ADMINISTRATION OF CEDAR CREEK CHILD CARE CENTER:** Mr. Levesque said this is similar to the prior agenda item in that the Economic Development Council will provide grant administration for this project as well. Mr. Levesque updated the Commissioners on a meeting with all the players from the Hebo community property. They were all supportive of the County's recent action in accepting the property back.

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There was acceptance of a new Project Manager, Doug Olson and are committed to development of a master plan for the site and making it work financially. Mr. Levesque said he had negotiated a Contract with Mr. Olson that he would sign later today.

A motion was made by Commissioner Labhart to approve and sign Modification #2 to Agreement #3598 with the Economic Development Council of Tillamook County for the administration of the Cedar Creek Child Care Center. Commissioner Labhart seconded by motion. The motion carried with two (2) aye votes. The Commissioners signed the Modification.

**ITEM NO. 17: CONSIDERATION OF AGREEMENT WITH THE OREGON ECONOMIC COMMUNITY AND DEVELOPMENT DEPARTMENT FOR FEMA MATCHING FUNDS RELATED TO THE DECEMBER 2007 STORM DAMAGE:** Mr.

Levesque said that the December 2007 storm damaged a significant amount of public infrastructure including County roads, that were eligible for a seventy-five (75%) percent FEMA reimbursement, subject to a twenty-five (25%) percent local match. He said the County road fund was unable to pay for the twenty-five (25%) percent match so this grant was applied for and has now been awarded to cover that match.

Commissioner Labhart made a motion to approve and sign the Agreement with the Oregon Economic Community and Development Department for FEMA matching funds related to the December 2007 storm damage. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Agreement.

**ITEM NO. 18: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:**

There were none today.

**ITEM NO. 19: PUBLIC COMMENTS:** There were no public comments today.

Chair Hurliman read the announcements.

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There being no further business Chair Hurliman adjourned the meeting at 9:58 a.m.

**RESPECTFULLY SUBMITTED** this 5<sup>th</sup> day of September, 2008.

County Clerk: Tassi O'Neil

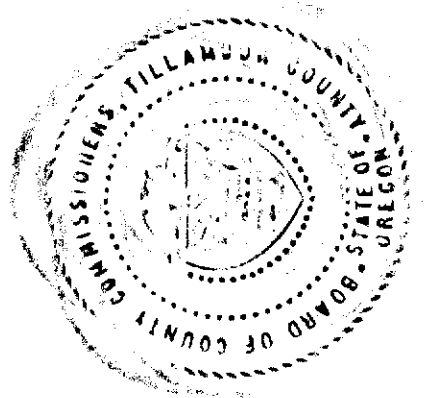
Susan L. Becraft  
Susan Becraft, Recording Secretary  
& Special Deputy

**APPROVED BY:**

[Signature]  
Chair

[Signature]  
Vice-Chair

[Signature]  
Commissioner



**NOTICE OF MEETING AND AGENDA**  
**of the**  
**TILLAMOOK COUNTY BOARD OF COMMISSIONERS**  
Also sitting as the Board of the  
**SOLID WASTE SERVICE DISTRICT &**  
**THE 4-H AND EXTENSION SERVICE DISTRICT**  
to be held

**Wednesday, July 16, 2008, at 9:00 a.m.**

**Commissioners' Meeting Room A**  
County Courthouse, 201 Laurel Avenue  
Tillamook, Oregon

**BOARD OF COMMISSIONERS**

Charles J. Hurliman, Chair  
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ANY QUESTIONS? Contact  
Paul Levesque (503) 842-1809  
E-mail: [plevesqu@co.tillamook.or.us](mailto:plevesqu@co.tillamook.or.us)

COUNTY WEBSITE: <http://www.co.tillamook.or.us>

WATCH THIS MEETING ON TV: TLCTV Channel 35

Monday – 1:00 p.m.  
Thursday – 1:00 p.m.  
Sunday – 1:00 p.m.

Tuesday – 8:00 p.m.  
Friday – 8:00 p.m.

Wednesday – 9:00 a.m.  
Saturday – 9:00 a.m.

NOTE: The Board of Commissioners reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660(1).

NOTE: The Tillamook County Courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual or manual impairments who wish to participate in the meeting, please contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.



**CALL TO ORDER: Wednesday, July 16, 2008 9:00 a.m.**

BOARD OF COMMISSIONERS

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items
3. Futures Council Update/Jennifer Purcell, Shirley Kalkhoven

LEGISLATIVE – ADMINISTRATIVE

4. Consideration of Interagency Agreement with Northwest Regional Education Service District for Office Space for the Tillamook County Commission on Children and Families/Helen Armstrong
5. Consideration of Change Order #1 to Contract #3932 with Brian Werner Construction Inc. to Construct a Concrete Retaining Wall at the Manzanita Transfer Station/Jennifer Purcell
6. Consideration of Local Agency Agreement (No. 25,042) Emergency Relief Program with the Oregon Department of Transportation for Temporary Emergency Relief Work/Liane Welch
7. Consideration of Personal Services Agreement with Capitol Asset & Pavement Services, Inc. for Pavement Management, Roadside Ditch Analysis and Digital Imaging Services/Liane Welch
8. Consideration of Contract with State Marine Board for Boating Safety and Law Enforcement Services/Mark Labhart
9. Consideration of Property Disposition Services Agreement with PropertyRoom.com/Mark Labhart
10. Consideration of Notice of Intent to Award a Contract to Diamond N. Construction for the Memaloose Point Boat Launch Float Project/Del Schleichert
11. Consideration of Professional Services Contract with Edgar Shiroma, DDS to Provide FQHC Dental Health Services/Curtis Hesse, M.D.
12. Consideration of Application to The Watt Brothers Scholars Trust for a Grant to Purchase Books (both English and Spanish) for "Jump Start to Early Literacy"/Marlene Putman
13. Consideration of Modification #2 to Intergovernmental Agreement #3757 with City of Tillamook to Operate the County's Dog Control Program/Paul Levesque
14. Consideration of Modification #1 to Agreement #3852 with Sheldon Oil Company for Cardlock Fuel Purchase/Paul Levesque
15. Consideration of Modification #2 to Agreement #3661 with Economic Development Council of Tillamook County for the CDBG Agreement for the Hebo Water System/Paul Levesque
16. Consideration of Modification #2 to Agreement #3598 with Economic Development Council of Tillamook County for the Administration of Cedar Creek Child Care Center/Paul Levesque
17. Consideration of Agreement with the Oregon Economic Community and Development Department for FEMA Matching Funds Related to the December 2007 Storm Damage/Paul Levesque

18. Board Concerns – Non-Agenda Items & Announcements

19. Public Comments

## **ADJOURNMENT**

### BOARD MEETINGS AND ANNOUNCEMENTS

The Commissioners will hold an Executive Session on **Thursday, July 17, 2008**, at **3:00 p.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The Executive Session will be in the Commissioners' Meeting Room A of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The Executive Session is **not open** to the public.

The Commissioners **will not hold a meeting** on **Wednesday, August 6, 2008** in order to participate in activities and events at the Tillamook County Fair.

Commissioners' Staff Meetings are held on Monday except for the second week each month when it is held on Tuesday. The second Tuesday, Staff Meeting schedule for the remainder of 2008 is:

- August 12
- September 9
- October 14
- November 11 – No meeting (Veterans Day)
- December 9



