

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' BOARD/STAFF
MEETING – Monday, September 29, 2008**

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COMMISSIONERS PRESENT:

Charles J. Hurliman, Chair
Tim Josi, Vice-Chair
Mark Labhart, Commissioner

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JAN 5 2011
4:00pm
TASSI O'NEIL
COUNTY CLERK

STAFF PRESENT:

Su Yaremchuk, Staff Assistant

STAFF PRESENT FOR PORTIONS OF THE MEETING: Curtis Hesse, Administrator, Health Department; Gordon McCraw, Director, Emergency Management; Liane Welch, Director, Public Works, Karen Dye, Treasurer; Paul Levesque, Facilities, Fleet and Contracts Director and Susan Becraft, Board Assistant.

GUESTS: John Gettman, Gus Meyer and Jerry Underwood.

CALL TO ORDER: By Chair Hurliman at 8:56 a.m. in Commissioners' Meeting Room B. Chair Hurliman recessed the meeting to go into an Executive Session pursuant to ORS 192.660(2)(a)&(f) at 8:57 a.m.

Chair Hurliman reconvened the meeting at 9:16 a.m.

TAKEN OUT OF ORDER ITEM NO. 9: EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(A)&(F) TO CONSIDER THE EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT AND TO CONSIDER INFORMATION OR RECORDS THAT ARE EXEMPT BY LAW FROM PUBLIC INSPECTION: Chair Hurliman said no decisions were made during the executive session.

ITEM NO. 10: HUMAN RESOURCES UPDATE: A motion was made by Vice-Chair Josi that our Personnel Director, Dave Dickman, be authorized to carry out the directions as discussed in the executive session. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes.

ITEM NO. 1: PUBLIC COMMENTS – NON-AGENDA ITEMS – REQUEST TO SIGN GUEST LIST: Chair Hurliman welcomed everyone and reminded them to sign the guest list. There were no public comments or non-agenda items at this time.

ITEM NO. 2: PUBLIC WORKS UPDATE: DISCUSSION CONCERNING ORDER ACCEPTING A PUBLIC ROAD DEDICATION FROM STIMSON LUMBER COMPANY FOR A PORTION OF CAPE MEARES LOOP COUNTY ROAD: Liane Welch said Stimson Lumber Company gave us a two year temporary easement last year. Federal Highways will pay to have a permanent road built and paved. This will allow us to move the road, where it is failing, to a safer route so we don't cut off emergency services to Cape Meares.

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Chair Hurliman asked if we really want to pave the road because the hill is constantly moving. Ms. Welch said there are a lot of heavy trucks that use the road and paving it will make it last longer.

This item will be carried forward to Wednesday.

OTHER: Ms. Welch stated that Federal Highways will only pay for permanent repairs on the Salmonberry and FEMA will only pay for temporary repairs. Federal Highways says they will not pay a cent to the Port of Tillamook Bay for their piece of the embankment for the railway. Ms. Welch said we need to get this project going.

Chair Hurliman suggested setting up a meeting with Federal Highways on site. He wants to be there to talk to them about the need for the embankment. Ms. Welch said she will coordinate something including FEMA and the Port of Tillamook Bay so all players are present.

Ms. Welch said the Cape Meares community was upset and sent a letter because they did not know Cape Meares Lake would be used to transport the new sewer pipe and also because it was used without permission.

Chair Hurliman said one person was upset because it disturbed his fishing and another person said the dike road needed some repair after they used it. Ms. Welch said she talked with Tim Williams. He said their community is really upset that we did not communicate with them and she or the commissioners are responsible for the poor decisions that were made.

Chair Hurliman said a notice was put in the paper. He asked who we were supposed to contact. Ms. Welch said the chairman is Tim Williams. Commissioner Labhart said the sanitary district was in charge of the project and asked the county for permission to move the pipe over county property so they should have been responsible for notifying the community. Since we received the letter we need to respond. Vice-Chair Josi agreed and said we should apologize for the miscommunication and that we will try to do better in the future. Consensus was to sign the letter when it is available for their signature.

Ms. Welch thanked Vice-Chair Josi for coming to say good-bye to the employees who are leaving. Commissioner Labhart and Chair Hurliman apologized for not being able to be there.

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ITEM NO. 3: DISCUSSION CONCERNING ORDER RE-APPOINTING DOUGLAS DOYLE TO THE TILLAMOOK COUNTY FAIR BOARD: Jerry Underwood said the fair board asked him to send a letter requesting Doug Doyle's re-appointment to the fair board. Mr. Doyle rewired the convention center and it is ready for the seafood festival. He is a very valuable member.

This item will be carried forward to Wednesday. Commissioner Labhart will carry the item.

ITEM NO. 4: DISCUSSION CONCERNING INTERGOVERNMENTAL AGREEMENT (OMD-248000 08040) WITH THE STATE OF OREGON MILITARY DEPARTMENT (OMD) TO COVER THE TRANSFER, INSTALLATION, OPERATIONS AND MAINTENANCE OF AMATEUR RADIO COMMUNICATIONS FROM OREGON EMERGENCY MANAGEMENT (OEM) TO THE COUNTY FOR USE BY THE COUNTY AMATEUR RADIO EMERGENCY SERVICES (ARES) AND/OR RADIO AMATEUR CIVILIAN EMERGENCY SERVICES (RACES) GROUPS: Gordon McCraw said amateur radio played an important role during the December storm and as a result the Governor authorized Two Hundred Fifty Thousand (\$250,000) Dollars to buy various equipment to be placed in the counties. This agreement is to place the equipment in Tillamook County.

Commissioner Labhart said he wanted to say something on Wednesday about how well the tsunami drill went. Mr. McCraw said overall it was a very positive experience for everybody. Chair Hurliman thanked Mr. McCraw for the exercise.

ITEM NO. 5: COMMUNITY DEVELOPMENT UPDATE: a) PERMIT REPORT AND b) SANITATION REPORT: Butch Parker said permits are still coming in and the number of applications for land use and inspections are what they were last spring. In response to Chair Hurliman's question, Mr. Parker said they are caught up on all of the geohazard reports. They now have a two to three week turnaround. They were six months behind. It took Ms. Soilihi about two months to catch up. Chair Hurliman said he needed to thank her.

Mr. Parker said the Planning Commission has a good group of members, but there is a question about a conflict of interest for one member who is running for mayor unopposed. He did not see a conflict of interest. Chair Hurliman said he would like County Counsel to check the state statutes and our ordinances to make sure that it is legal for him to serve.

Mr. Parker said letters are going out about the Wilson River Loop and phone calls can be referred to community development.

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In response to Vice-Chair Josi's question, Mr. Parker said he had received an e-mail from him with an attached letter from Bill Richter. Mr. Parker said he has done some research and will reply. Chair Hurliman asked to be included in the response.

ITEM NO. 6: FACILITIES, FLEET AND CONTRACTS DIRECTOR UPDATE: a) DISCUSSION CONCERNING AMENDMENT NUMBER 1 TO THE COMMUNITY DEVELOPMENT BLOCK GRANT #3662 FOR CEDAR CREEK CHILD CARE

CENTER CONSTRUCTION: Paul Levesque said we received a grant years ago and the tortured and twisted history of that grant is finally coming to a resolution. However, the grant period is running out and this amendment will extend the time period to the end of the fiscal year.

Commissioner Labhart said Head Start will probably talk to us soon about entering into a Community Development Block Grant to build a facility adjacent to the Cedar Creek facility. Mr. Levesque said he understands there is a commitment of One Hundred Four Thousand (\$104,000) Dollars toward the current site work which will be very helpful.

This item will be carried forward to Wednesday.

ITEM NO. 7: BOARD OF COUNTY COMMISSIONERS' OFFICE ADMINISTRATIVE MATTERS: a) DISCUSSION CONCERNING CHANGE ORDER #2 TO CONTRACT #3881 WITH PACIFIC OFFICE AUTOMATION FOR COUNTY COPIER

MAINTENANCE: Su Yaremchuk said the contract was renegotiated between July and September and described how it will save the county quite a bit of money. Since then she received a bill from the Sheriff's Office for an overage of One Hundred Eighty-Nine (\$189) Dollars. In researching that bill Mrs. Yaremchuk discovered it was for a machine that was not under the original contract and there is another machine that was not being used that was under the contract. They ended swapping the machines and canceling out the One Hundred Eighty-Nine (\$189) Dollar overage. This change order makes the change in copy machines under the contract official.

This item will be carried forward to Wednesday.

UNSCHEDULED: Commissioner Labhart said United Way wants to do a press picture shoot with the stand up thermometer goal on the courthouse lawn and a proclamation on Wednesday. He asked Sue Becraft to put the item on Wednesday's agenda for discussion and consideration.

This item will be carried forward to Wednesday.

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

Ms. Becraft said there was a suggestion that the monthly "Post-It Note for All Employees of Tillamook County" that includes the employees' birthdays and event calendar be sent by e-mail or some other way to conserve paper. Currently it comes with the employees' end of month paychecks. The suggestion acknowledges that not all employees get e-mails, however, in the mail we could include the request to make sure those who are not on the list be sent a paper copy of the "Post-It Note".

Ms. Welch said it is great to go paperless but most of her employees are in the field and they are finding it difficult to go paperless. Maybe someone can come up with a hybrid solution.

Chair Hurliman said when a good idea like this comes along typically we have decided to go both ways; send it paperless and on paper, making more work and costing more. He suggested that the person making the suggestion help us come up with a workable solution that works for everyone that does not increase the workload and cost.

ITEM NO. 11: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:

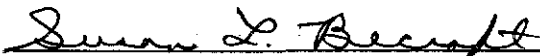
There were none today.

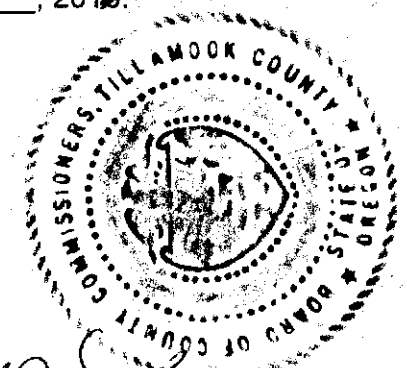
ITEM NO. 12: PUBLIC COMMENTS: There were none today.

There being no further business Chair Hurliman adjourned the meeting at 9:39 a.m.

RESPECTFULLY SUBMITTED this 5 day of January, 2010.

County Clerk: Tassi O'Neil


Susan Becraft, Recording Secretary
& Special Deputy



APPROVED BY:


Chair Commissioner


Vice-Chair


Commissioner Chair

**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

Monday, September 29, 2008, at 9:00 a.m.

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

BOARD OF COMMISSIONERS

Charles J. Hurliman, Chair
E-mail: churlima@co.tillamook.or.us

Tim Josi, Vice-Chair
E-mail: tjosi@co.tillamook.or.us

Mark Labhart, Commissioner
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201 Laurel Avenue
Tillamook, Oregon 97141
Phone: (503) 842-3403 FAX: (503) 842-1384

ANY QUESTIONS? Contact
Paul Levesque (503) 842-1809
E-mail: 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: Monday, September 29, 2008 9:00 a.m.

BOARD OF COMMISSIONERS

1. Public Comment – Non-Agenda Items – Request to Sign Guest List
2. Public Works Update/Liane Welch
 - a. Discussion Concerning Order Accepting a Public Road Dedication from Stimson Lumber Company for a Portion of Cape Meares Loop County Road
3. Discussion Concerning Order Re-Appointing Douglas Doyle to the Tillamook County Fair Board/Jerry Underwood
4. Discussion Concerning Intergovernmental Agreement (OMD-248000 08040) with the State of Oregon Military Department (OMD) to Cover the Transfer, Installation, Operations and Maintenance of Amateur Radio Communications from Oregon Emergency Management (OEM) to the County for Use by the County Amateur Radio Emergency Services (ARES) and/or Radio Amateur Civilian Emergency Services (RACES) Groups/Gordon McCraw
5. Community Development Update/Butch Parker
 - a. Permit Report
 - b. Sanitation Report
6. Facilities, Fleet and Contracts Director Update/Paul Levesque
 - a. Discussion Concerning Amendment Number 1 to the Community Development Block Grant #3662 for Cedar Creek Child Care Center Construction
7. Board of County Commissioners' Office Administrative Matters/Su Yaremchuk
 - a. Discussion Concerning Change Order #2 to Contract #3881 with Pacific Office Automation for County Copier Maintenance
8. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters/Sue Becraft
9. Executive Session Pursuant to ORS 192.660(2)(a)&(f) to Consider the Employment of a Public Officer, Employee, Staff Member or Individual Agent and to Consider Information or Records that Are Exempt by Law from Public Inspection/David Dickman
10. Human Resources Update/David Dickman
11. Board Concerns – Non-Agenda Items & Announcements
12. Public Comments

ADJOURNMENT

BOARD MEETINGS AND ANNOUNCEMENTS

The Commissioners will hold a Special Board meeting and tour with Ted Wheeler, Chair, Multnomah County Board of Commissioners and his staff immediately following the Commissioners' Staff meeting on **Monday, September 29, 2008**. Commissioner Wheeler is interested in learning more about rural Oregon and about

Tillamook County's issues and concerns. The meeting will begin in the Commissioners Conference Room B at the Courthouse, 201 Laurel Avenue, Tillamook around **10:00 a.m.**

The Commissioners will hold an Executive Session on **Tuesday, September 30, 2008**, at **8:00 a.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.

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:

- October 14 – No meeting (lack of a quorum)
- November 11 – No meeting (Veterans Day)
- December 9

The Commissioners' evening meeting schedule will resume in the Fall as follows:

October 15, 2008	Manzanita City Hall
November 26, 2008	County Courthouse
December 17, 2008	Cape Kiwanda Community Center
January 21, 2009	Manzanita City Hall
February 18, 2009	County Courthouse
March 18, 2009	Cape Kiwanda Community Center
April 15 2009	Manzanita City Hall
May 20, 2009	Cape Kiwanda Community Center

**BOARD OF COMMISSIONERS'
STAFF MEETING**

Monday, September 29, 2008

PLEASE PRINT

Name Address Item of Interest

JOHN GETTMAN all

CURTIS HESSE HEALTH DEPT #9

Gus Meyer General

Gordon McCRAW TCSO #4

Irane Welds |

Karen Aye

Jerry Underwood FAIR GROUNDS RE-APPOINTMENT OF FAIR BOARD MEMBER

(Please use reverse if necessary)

Sanitation Permit Intake: Aug 28th, 2008-Oct 1st, 2008

Week	Permit #	Type	rec'd	field	approved	reason held
09/18-09/24	08-3185-S	Final Inspection	09/18	09/22	09/22	
	08-3303-S	Major Repair	09/19	09/22	09/23	
	08-3311-S	Permit Renewal	09/19	09/22	09/22	
09/11-09/17	08-2513-S	Final Inspection	09/11	09/12	*	*as-built/mat list
	08-2862-S	Final Inspection	09/11	09/12	09/12	
	07-3174-S	Final Inspection	09/12	09/12	09/12	
09/04-09/10	08-1977-S	Final Inspection	09/15	09/16	09/16	
	08-2777-S	Final Inspection	09/04	09/04	09/05	
	06-4372-S	Partial Inspection	09/04	09/04	*	*tanks not set
	08-2997-S	Final Inspection	09/08	09/08	09/08	
	08-3166-S	Tank Replacement	09/08	09/10	09/10	
	08-3185-S	Tank Replacement	09/10	09/03	09/12	
	08-1081-S	Permit to Construct	03/28	09/11	09/12	*admin review
08/28-09/03	08-3082-S	Permit to Construct	08/29	08/15	08/29	
	08-3103-S	Tank Replacement	09/02	09/04	09/04	

Sanitation Permit Intake: July 31st, 2008- August 27th, 2008

Week	Permit #	Type	rec'd	field	approved	reason held
08/21-08/27	07-4606-S	Final Inspection	08/21	08/25	08/27	
	08-2990-S	Authorization Notice	08/22	08/25	08/25	
	08-2520-S	Final Inspection	08/22	08/25	*	*as-built/mat. list
	08-2997-S	Tank Replacement	08/25	08/26	08/26	
	08-2402-S	Final Inspection	08/26	08/27	*	*as-built/mat. list
	07-1699-S	Site Evaluation	08/26	09/04	09/09	
08/14-08/20	08-3043-S	Major Repair	08/27	08/07	*	*penalty process
	07-5161-S	Final Inspection	08/14	08/15	08/15	
	08-2892-S	Authorization Notice	08/14	08/28	08/29	

	08-2907-S	Site Evaluation	08/15	08/22	08/27	
	08-2924-S	Tank Replacement	08/18	08/18	08/19	
	07-4936-S	Final Inspection	08/18	08/18	08/19	
	08-2914-S	Site Evaluation	08/18	07/24	08/21	
	07-1402-S	Final Inspection	08/19	08/20	08/21	*as-built/mat. list
	08-2940-S	Tank Replacement	08/19	08/21	08/22	
	08-2937-S	Permit to Construct	08/19	09/08	09/09	*planning sign-off
	07-0704-S	Final Inspection	08/20	08/20	08/21	
	08-2352-S	Permit to Construct	08/20	08/21	08/21	
	08-2837-S	Final Inspection	08/20	08/20	09/17	
08/07-08/13	08-2817-S	Tank Replacement	08/07	08/07	08/08	
	08-0459-S	Final Inspection	08/08	08/08	09/17	*as-built/mat. list
	08-2837-S	Major Repair	08/08	07/29	08/11	
	07-5146-S	Final Inspection	08/12	08/13	08/13	
	08-1989-S	Final Inspection	08/12	08/13	08/13	
	08-2862-S	Reinstatement	08/12	08/18	08/18	
	08-2874-S	Authorization Notice	08/13	08/14	08/14	
	08-2887-S	Authorization Notice	08/13	08/14	08/14	
07/31-08/06	08-1450-S	Final Inspection	07/31	08/01	08/11	*as-built
	08-2770-S	Permit to Construct	08/04	08/06	08/13	*no plot plan
	08-2777-S	Tank Replacement	08/04	08/08	08/08	
	08-2794-S	Permit to Construct	08/05	08/08	08/08	
	08-2781-S	Authorization Notice	08/05	08/08	*	*no plot plan
	08-2810-S	Tank Replacement	08/06	08/27	08/27	



Ted Wheeler Visit to Tillamook County Monday, Sept. 29, 2008

- 9:30 AM Ted Wheeler arrives and sits in for the last part of the Board of Commissioners Staff Mtg.
- 10:00 AM Sen. Johnson and Comm. Labhart show the Oregon Solutions DVD (Purpose is to show Chair Wheeler one of the major issues affecting our county and how we are dealing with it)
- 10:30 AM Tour Rudy Fenk's Dairy Farm (Purpose is to show Chair Wheeler a working dairy farm and talk about the role rural agriculture plays in Oregon's economy)
- 11:30 PM Lunch Meeting with Community Leaders and other Elected Officials (sponsored by the Tillamook County Creamery Association) (A chance for elected officials and community leaders to talk about what's on their minds regarding issues Chair Wheeler might be interested in learning more about)
- 12:30 PM Tour of the Whiskey Creek Oyster Hatchery (A tour of a private oyster larva hatchery that is trying to address a major problem affecting oysters from Washington to Mexico)
- 2:00 PM Travel to Tillamook Forest Interpretive Center
- 2:30 - 3:30 PM Visit Interp. Center (A chance for Chair Wheeler to learn about Tillamook State Forest and how important it is to Tillamook County and to Multnomah County)
- 3:30 PM Chair Wheeler travels back to Portland