

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' BOARD/STAFF  
MEETING – Monday, October 6, 2008  
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**COMMISSIONERS PRESENT:**

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

**STAFF PRESENT:**

Su Yaremchuk, Staff Assistant

**FILED**  
80w  
JAN 5 2011  
4:55a  
TASSI O'NEIL  
COUNTY CLERK

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** Del Schleichert, Director, Parks Department; Karen Dye, Treasurer; Michael Soots, Director, Information Services; Jennifer Purcell, Coordinator, Solid Waste Program; Chris Chiola, Community Development; Paul Levesque, Facilities, Fleet and Contracts Director and Sue Becraft, Board Assistant.

**GUESTS:** John Gettman and Gus Meyer.

**CALL TO ORDER:** By Chair Hurliman at 9:01 a.m. in Commissioners' Meeting Room B.

**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.

**ITEM NO. 2: PUBLIC WORKS UPDATE: a) DISCUSSION CONCERNING CHANGE ORDER #5 TO CONTRACT #3983 WITH JONATHON LONGFELLOW CONSTRUCTION TO CONSTRUCT A GRAVEL ACCESS ROAD AT THE MANZANITA TRANSFER STATION:** Jennifer Purcell said since her last report she decided to have them tear down the canopies. They discovered a lot of dry rot in the canopy over the Z-wall. This is the final change order as the work is finished. The change order is for Five Thousand Six Hundred (\$5,600) Dollars and reflects the demolition of the canopies.

In response to Vice-Chair Josi's questions, Ms. Purcell said they are working with a new engineer to replace the canopies, looking at steel structures and the Occupational Safety and Health Administration (OSHA) is involved because there are safety standards for the people who are working at the transfer station and the public. Liane Welch said since the fatality last year OSHA is in consultation with CART'M and looking at all their safety issues.

**OTHER:** Ms. Welch said Federal Highways does not want to move negotiations to a level where a county commissioner is involved for the Salmonberry Bridge. Now they want a letter that says the project will be completely separate from the Port of Tillamook Bay.

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**b) DISCUSSION CONCERNING PLACEMENT OF THE SOLID WASTE PROGRAM:**

Chair Hurliman said he, Ms. Welch and Vice-Chair Josi talked about the structure of public works and how to deal with less staff and more responsibilities falling on Ms. Welch. He wanted to look at all the options available and make a good decision. If we lost a lot more funding and we had to move it to the health department he wondered if it would fit.

Ms. Welch said the four year scale down for county timber payments was attached to the bill that the President signed for the bail-out on Friday. She, Dave Schrom and Karen Dye need to talk to the commissioners about structuring the department so that they are efficient and can get their work done with what they have. She would like to hire some staff back and they would need to have a discussion about that. She talked to her foreman to see what they would like to do.

Commissioner Labhart said Eric Schmidt from the Association of Oregon Counties (AOC) said they are putting together a sheet that shows the dollar amount each county will get each year. It is approximately ten (10%) percent less each year. We are not going to get the money until December or January for this fiscal year.

Commissioner Labhart proposed that Ms. Welch prepare a list of options and involve the solid waste committee and county road advisory committee or that the commissioners have a workshop. He further proposed that the workshop include the committees, Ms. Dye, staff and that the commissioners decide the direction to take or take it under advisement for the commissioners to make a decision at a different time.

Vice-Chair Josi agreed. Ryan Yates at the National Association of Counties (NACo) will also be developing the figures. Whenever the commissioners receive the information they need to make a decision and to act quickly. Chair Hurliman said he went to Rocky McVay for the figures so we have three (3) different requests out.

After considerable discussion the commissioners agreed that Ms. Welch should meet with the advisory committees right away with a proposal and get their input on it and then the commissioners would schedule some sort of meeting.

**ITEM NO. 3: DISCUSSION CONCERNING BONNEVILLE POWER ADMINISTRATION REQUEST FOR PERMISSION TO ENTER PROPERTY TO SURVEY FOR AN ACCESS ROAD IN CONJUNCTION WITH THE MILLS BRIDGE PROJECT:**

Del Schleichert said they sent a letter asking for permission to enter county property so they could get to their towers in and around Mills Bridge and then provide the county with a request or option on how to create access to them.

This item will be carried forward to Wednesday.

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**ITEM NO. 4: INFORMATION SERVICES/COMMUNICATIONS UPDATE: a) DISCUSSION CONCERNING CONTRACT FOR GOODS WITH TECHNOLOGY LINK CORPORATION TO PURCHASE THIRTY-FIVE DESKTOP COMPUTER SYSTEMS FOR THE COURTHOUSE AND HEALTH DEPARTMENT:**

Michael Soots said as part of our ongoing effort to keep our computers up-to-date we have advertised and received one (1) bid, which included monitors for all of the computers. This is a very good price, under One Thousand (\$1,000) Dollars for a computer, monitor and keyboard.

Mr. Soots answered questions about past experience with the company, recycling and the amount budgeted for the computers. This item will be carried forward to Wednesday.

**OTHER:** Mr. Soots said other expenses have come up, including a universal power supply (UPS) unit burning out. All the UPS units in the computer room are old and the wiring is inadequate. They found a good price on some UPS units to get us through.

Mr. Dickman said we received a letter from OSHA about the malfunction of the UPS. An employee made a complaint to them about exposure in the work place. Mr. Dickman has responded to the complaint. No inspection is anticipated. The county's position is there was no hazard or hazardous exposure, we immediately remediated the situation and provided the employee an opportunity to relocate to another office which they did not chose to do. He was concerned that if it happens again because of the worn units that it may not be considered non-hazardous.

Mr. Soots pointed out that he was talking about a different UPS unit. We normally maintain enough UPS capacity that if one of them dies we are okay. We are at that point now. It was one of the units that had been in operation that malfunctioned because it had a set of bad batteries. The units need to be replaced.

Mr. Soots said they are going to test the generator to make sure our systems will run off of it. We have a response time issue when the power goes off. Right now the best response time is one to two (1-2) hours. The UPSs have to be big enough so that the systems can operate until someone gets there or shut themselves down. The units become more expensive as they get larger.

**OTHER:** Commissioner Labhart asked Mr. Soots to brief the commissioners on a conversation about tsunami sirens. Mr. Soots said the army depot in eastern Oregon has enough surplus sophisticated sirens to replace all of the tsunami sirens on the Oregon Coast and more. They are more sophisticated than any of our current tsunami sirens and have all of the controls on them. Commissioner Labhart said there is a request in to ask the army if they will donate them to us.

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Chair Hurliman asked about compatibility with our current system. Mr. Soots said that is an issue they are looking into. Originally we were given sirens or bought low capacity sirens that were already past their lifetime. We don't want to get in that situation again.

**OTHER:** Mr. Soots said we are looking at switching to Embarq to provide our long distance service. It would be a multi-year contract. There would be no cost for calls within the 503 area code and there would be no cost for three thousand (3,000) minutes outside of the 503 area code. The cost would be Three Hundred Fifty (\$350) Dollars per month. This would be a savings of over One Thousand (\$1,000) Dollars per month. Mr. Soots said he wants to check some more on the offer.

**ITEM NO. 5: HUMAN RESOURCES UPDATE:** Mr. Dickman said he covered his topic concerning the malfunctioning UPS unit under the previous agenda item.

**ITEM NO. 6: COMMUNITY DEVELOPMENT UPDATE: a) PERMIT REPORT and b) SANITATION REPORT:** Butch Parker said the number of plan reviews are down, but it fluctuates. Our permits are still holding steady.

**OTHER:** Mr. Parker said he had a response on the letter we sent concerning the Wilson River berm. One person came in and got a permit from the county to put the berm there and did mitigation on the river bank by planting trees. The Tillamook Estuary Partnership has been helping him with the trees.

Mr. Parker reported we received a subpoena from a lawyer in West Linn who wants all of the records for the Anchor Tavern. Harney is suing Camden. Mr. Parker and Bill Sargent, County Counsel, determined that the subpoena is just for the records. They gave us a Thirty-Five (\$35) check for mileage. Mr. Parker asked if we can bill them for the copies. Consensus was that Mr. Parker ask Counsel Sargent the rate that they could charge for the copies.

Mr. Parker said the community college was requesting some of the fees be waived for their building permits. Chair Hurliman said we need to take a close look at that. There could be some substantial costs since it is a commercial building. Mr. Parker said the charge for the planning review is Eight Thousand Eight Hundred (\$8,800) Dollars and that does not count the permits for structural mechanical and structural review.

Consensus was that he be consistent with past practices for waiving fees for public facilities, e.g. schools and library.

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**ITEM NO. 7: BOARD OF COUNTY COMMISSIONERS' OFFICE ADMINISTRATIVE MATTERS: a) DISCUSSION CONCERNING MODIFICATION #1 TO SALE AGREEMENT AND RECEIPT FOR EARNEST MONEY WITH TLC FEDERAL CREDIT UNION:** Su Yaremchuk said this is a modification to extend the time frame to purchase the TLC Federal Credit Union building until next year.

**ITEM NO. 8: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/SUGGESTION BOX/INTER OFFICE MATTERS:** The commissioners reviewed and approved the Wednesday meeting agenda.

Sue Becraft verified with the commissioners that there would be a quorum for the Monday, November 17<sup>th</sup> staff meeting. This is during the week that the Association of Oregon Counties will hold their annual conference.

Ms. Becraft said Chair Hurliman had requested a discussion concerning individuals serving multiple terms on committees and councils and a possible conflict of interest for elected officials to serve on a committee. Ms. Becraft said the issue about an elected official had been resolved in consultation with County Counsel. Chair Hurliman said his concern was that there might be a statute prohibiting an elected official from serving on the planning commission and there is none.

Ms. Becraft said there were no suggestions in the suggestion box.

Commissioner Labhart verified that there would be no staff meeting on October 14<sup>th</sup>. Consensus was to have the October 15<sup>th</sup> board meeting during the day instead of the scheduled evening time and to have the evening board meeting in Manzanita on October 22<sup>nd</sup>.

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ITEM NO. 9: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:  
There were none.

ITEM NO. 10: PUBLIC COMMENTS: There were none.

There being no further business Chair Hurliman adjourned the meeting at 10:04 a.m.

RESPECTFULLY SUBMITTED this 5 day of January, 2010.

County Clerk: Tassi O'Neil

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

APPROVED BY:

W. J. Hurliman  
Chair Commissioner

V. J. Hurliman  
Vice-Chair

Paul J. Hurliman  
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, October 6, 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](mailto:churlima@co.tillamook.or.us)

Tim Josi, Vice-Chair  
E-mail: [tjosi@co.tillamook.or.us](mailto:tjosi@co.tillamook.or.us)

Mark Labhart, Commissioner  
E-mail: [mlabhart@co.tillamook.or.us](mailto:mlabhart@co.tillamook.or.us)

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](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: Monday, October 6, 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 Change Order #5 to Contract #3983 with Jonathon Longfellow Construction to Construct a Gravel Access Road at the Manzanita Transfer Station/Jennifer Purcell
  - b. Discussion Concerning Placement of the Solid Waste Program/Charles Hurliman
3. Discussion Concerning Bonneville Power Administration Request for Permission to Enter Property to Survey for an Access Road in Conjunction with the Mills Bridge Project/Del Schleichert
4. Information Services/Communications Update/Michael Soots
  - a. Discussion Concerning Contract for Goods with Technology Link Corporation to Purchase Thirty-Five Desktop Computer Systems for the Courthouse and Health Department
5. Human Resources Update/David Dickman
6. Community Development Update/Butch Parker
  - a. Permit Report
  - b. Sanitation Report
7. Board of County Commissioners' Office Administrative Matters/Su Yaremchuk
  - a. Discussion Concerning Modification #1 to Sale Agreement and Receipt for Earnest Money with TLC Federal Credit Union
8. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters/Sue Becraft
9. Board Concerns – Non-Agenda Items & Announcements
10. Public Comments

**ADJOURNMENT**

**BOARD MEETINGS AND ANNOUNCEMENTS**

The Commissioners will meet with the Fairgrounds Director and members of the Fair Board on **Monday, October 20, 2008** at **11:30 a.m.** at the Rendezvous Restaurant for their regular quarterly luncheon meeting.

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  
November 26, 2008  
December 17, 2008  
January 21, 2009  
February 18, 2009  
March 18, 2009  
April 15 2009  
May 20, 2009

Manzanita City Hall  
County Courthouse  
Cape Kiwanda Community Center  
Manzanita City Hall  
County Courthouse  
Cape Kiwanda Community Center  
Manzanita City Hall  
Cape Kiwanda Community Center

**BOARD OF COMMISSIONERS'  
STAFF MEETING**

**Monday, October 6, 2008**

PLEASE PRINT

**Name Address Item of Interest**

*Del Schleichert Parks # 3*

*JOHN GETTMAN all*

*Karen Ar*

*Gus Meyer General*

*Michael Sots # 4*

*Jennifer Purcell # 1*

*Chris Christa # 1*

(Please use reverse if necessary)

10/2/2008

Dept. of Community Development - Building Section

Week Ending	Plan Review	Structural Inspections	Mechanical Inspections	M.D. insp.	Mileage for Inspectors	Electrical Inspections	Plumbing Inspections	Investigate Proj. check	Citations Issued	Stop Work Orders	Court Hours
09/24/08	15	71	29	2	940	51	13	0	0	0	0
10/01/08	11	44	15	2	1175	54	24	2	0	0	0
10/08/08											
10/15/08											
10/15/08											
10/22/08											
10/29/08											
11/05/08											
11/12/08											
<b>Total</b>											
<b>YTD</b>	605	2710	910	87	42980	2054	1238	87	0	8	0

For the week ending 10/01/08

Submitted By:Roberta Bettis

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

Week	Permit #	Type	rec'd	field	approved	reason held
09/25-10/01	08-3358-S	Tank Replacement	09/25	09/29	09/29	
	08-3311-S	Final Inspection	09/29			
09/18-09/24	08-3185-S	Final Inspection	09/18	09/22	09/22	
	08-3286-S	Site Evaluation	09/18	09/25	09/25	
	08-3303-S	Major Repair	09/19	09/22	09/23	
	08-3311-S	Permit Renewal	09/19	09/22	09/22	
	08-1076-S	Final Inspection	09/19	09/19	09/19	*as-built/mat list
	08-3324-S	Tank Replacement	09/22			*bay city lucs
	08-3341-S	Permit to Construct	09/23	09/26	09/26	
09/11-09/17	08-2513-S	Final Inspection	09/11	09/12	09/29	*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	
	08-1977-S	Final Inspection	09/15	09/16	09/16	
09/04-09/10	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	
	08-3043-S	Major Repair	08/27	08/07	*	*penalty process
08/14-08/20	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	