

MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
Wednesday, December 10, 2008
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FILED
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TASSI O'NEIL
COUNTY CLERK

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

Paul Levesque, Facilities, Fleet and
Contracts Director
William K. Sargent, County Counsel

STAFF PRESENT FOR PORTIONS OF THE MEETING: Sara Charlton, Director, Tillamook Library; Liane Welch, Director, Public Works; Jennifer Purcell, Coordinator, Solid Waste Program; Tim Lutz, Assessor; Paula Arthur, Chief Deputy, Assessment and Taxation; Dan Krein, Director, Juvenile Department; Butch Parker, Director, Community Development; Bradford Sheets, Community Development; Craig Wakefield, Building Inspector; Karen Dye, Treasurer and Tassi O'Neil, County Clerk.

GUESTS: Randy Schild, Greg English, Joey Blanton, Doug Olson, John Gettman and Gus Meyer.

CALL TO ORDER: By Chair Hurliman at 9:00 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 public comments at this time.

ITEM NO. 3: PRESENTATION ON EAST ELEMENTARY SCHOOL'S SUCCESS STORY: Randy Schild, School District #9 Superintendent, introduced East School Principal, Greg English and the tremendous growth in educational benchmarks for that school. Mr. English said this happened due to motivated staff and students. He outlined how the goals were achieved. He described what was meant by "school improvement status". The Commissioners congratulated Mr. English. Mr. English thanked the Superintendent and the parents for their support.

ITEM NO. 4: CONSIDERATION OF ORDER RE-APPOINTING GARY HANENKRAT, DARCY JONES, STEPHEN MACARTNEY AND CURT SCHONBROD TO THE TILLAMOOK COUNTY ROAD ADVISORY COMMITTEE: Liane Welch described the role of the Committee and issues they are dealing with. She listed the appointments. Vice-Chair Josi lauded the group's work.

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Vice-Chair Josi made a motion to approve and sign the Order re-appointing Gary Hanenkrat, Darcy Jones, Stephen Macartney and Curt Schonbrod to the Tillamook County Road Advisory Committee. The motion was seconded by Commissioner Labhart.

Commissioner Labhart recognized Curt Schonbrod as Chair of the Committee. Chair Hurliman agreed.

The motion carried with three (3) aye votes. The Commissioners signed Order #08-100.

ITEM NO. 5: CONSIDERATION OF ORDER RE-APPOINTING JOHN WEHAGE AS A MEMBER AND DAVID MATTISON AS AN ALTERNATE MEMBER TO THE TILLAMOOK COUNTY SOLID WASTE ADVISORY COMMITTEE: Jennifer Purcell listed the appointments and described the Committee's role.

Commissioner Labhart made a motion to approve and sign the Order re-appointing John Wehage as a member and David Mattison as an alternate member to the Tillamook County Solid Waste Advisory Committee. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-101 (SWSD Order #08-011).

Ms. Purcell added that Jim Nelson does not wish to be re-appointed. He has been a member for thirty-two (32) years. A plaque will be presented to him. In response to a question, she described how to dispose of rechargeable batteries.

ITEM NO. 6: CONSIDERATION OF ORDER RE-APPOINTING SHAWN REIERSGAARD TO THE TILLAMOOK COUNTY SOLID WASTE DISTRICT BUDGET COMMITTEE: Ms. Purcell described the Tillamook County Solid Waste District Budget Committee.

Vice-Chair Josi made a motion to approve and sign the Order re-appointing Shawn Reiersgaard to the Tillamook County Solid Waste District Budget Committee. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes. The Commissioners signed the Order #08-102 (SWSD Order #08-012).

ITEM NO. 7: CONSIDERATION OF ORDER RE-APPOINTING STEVE NEHRING TO THE TILLAMOOK COUNTY 4-H & EXTENSION SERVICE DISTRICT BUDGET COMMITTEE: Chair Hurliman said Steve Nehring has been doing a great job. Commissioner Labhart agreed.

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Commissioner Labhart made a motion to approve and sign Order re-appointing Steve Neahring to the Tillamook County 4-H and Extension Service District Budget Committee. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-103 (4-H & Ext #08-006).

Vice Chair Josi talked about Steve Neahring.

ITEM NO. 8: CONSIDERATION OF ORDER APPOINTING CHRIS CHIOLA AND RE-APPOINTING THOMAS ZELLNER TO THE TILLAMOOK COUNTY LIBRARY

BOARD: Sara Charlton presented the request. Commissioner Labhart talked about the three (3) qualified interviewees. Vice-Chair Josi spoke highly of Chris Chiola.

Commissioner Labhart made a motion to approve and sign the Order appointing Chris Chiola and re-appointing Thomas Zellner to the Tillamook County Library Board. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-104.

ITEM NO 9: CONSIDERATION OF AMENDMENT #3 TO INTERGOVERNMENTAL AGREEMENT CONTRACT (STATE CONTRACT #90G000092; COUNTY CONTRACT #3611) WITH THE DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES DIVISION FOR PROCESSING MANUFACTURED STRUCTURE OWNERSHIP DOCUMENTS AND TRIP PERMITS:

Tim Lutz said this Agreement allows the County to continue acting as the State agent for this program. Ms. Arthur outlined the work performed under the Agreement. We net about Three Thousand (\$3,000) Dollars per year from this contract, but it comes with additional work.

Vice-Chair Josi made a motion to approve and sign Amendment #3 to Intergovernmental Agreement (State Contract #90G000092; County Contract #3611) with the Department of Consumer and Business Services, Building Codes Division for processing manufactured structure ownership documents and trip permits. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes. Chair Hurliman signed the Amendment.

ITEM NO. 10: CONSIDERATION OF INTERGOVERNMENTAL OFFICE SPACE LEASE AGREEMENT AMENDMENT WITH THE OREGON YOUTH AUTHORITY FOR SPACE LOCATED IN THE JUVENILE DEPARTMENT:

Dan Krein described how the office space is used and administrated.

Commissioner Labhart made a motion to approve and sign the Intergovernmental Office Space Lease Agreement Amendment with the Oregon Youth Authority for space located in the Juvenile Department. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. Chair Hurliman signed the Amendment.

ITEM NO 11: CONSIDERATION OF FINDINGS OF FACT AND DECISION CONCERNING A ZONE CHANGE REQUEST (ZC-07-04) REGARDING AN EXCEPTION TO GOAL 3 (AGRICULTURAL LANDS) OF THE STATEWIDE PLANNING GOALS AND SUBSEQUENTLY A ZONE CHANGE FROM FARM (F-1) TO RURAL RESIDENTIAL 10-ACRES (RR-10), LOCATED AT 2S-9-18-TL2102, OWNED BY THOMAS AND SUSAN RIEGER, APPLICANTS: Bradford Sheets said this was heard in October by the Board.

Vice-Chair Josi made a motion to approve and sign the Findings of Fact and Decision Concerning a zone change request (ZC-07-04) regarding an exception to Goal 3 (agricultural lands) of the Statewide Planning Goals and subsequently a zone change from Farm (F-1) to Rural Residential ten (10) Acres (RR-10), located at 2S-9-18-TL2102, owned by Thomas and Susan Rieger, Applicants. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes. The Commissioners signed Order #ZC-07-04.

ITEM NO 12: CONSIDERATION OF ORDER RE-APPOINTING TERRY JONES, KURT MIZEE AND GALE OUSELE TO THE TILLAMOOK COUNTY PLANNING COMMISSION: Butch Parker described the vacancies and recruitments in process. He listed the proposed appointees. Commission Labhart said the Planning Commission has the hardest job of all the Boards and Commissions. He thanked the members. Vice-Chair Josi agreed. Mr. Parker said they are not rubber stamped.

Commissioner Labhart made a motion to approve and sign the Order re-appointing Terry Jones, Kurt Mizée and Gale Ousele to the Tillamook County Planning Commission. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-105.

ITEM NO 13: CONSIDERATION OF PROPOSAL FOR COMMUNITY DEVELOPMENT FEES: Mr. Parker said this came before the Commissioners last summer. We have fallen behind in covering our costs. We are also adopting the International Code Council (ICC Code) Building Evaluation Data Table. He described the categories of fees. This will be the first step to becoming self-supporting. Vice-Chair Josi said they took a lot of time looking at this. He said they should have been raising fees all along.

Craig Wakefield talked about the ICC valuation table and how it will apply to these fees. This valuation table will be updated every April. He discussed the importance of the increase and the rationale for uniform application of the table.

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Doug Olson, Budget Committee Chairman, supports the fee order and moving toward self support.

Vice-Chair Josi said the Board is discussing moving the Community Development Department into a special revenue fund and how that has worked elsewhere.

Commissioner Labhart asked how many Counties have already adopted the ICC fee schedule. Mr. Parker said about 80 (eighty %) percent of Counties and Cities. It is required by all on January 1, 2009. We have been talking about this a long time. He doesn't believe tax payers should be subsidizing home building. He read an e-mail from Jeff Schons in support of the fee increases.

Vice-Chair Josi made a motion to approve and sign the Order adopting the Department of Community Development fees. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes. The Commissioners signed Order #08-106.

Mr. Parker said they have started trimming their budget with personnel cuts. He has good people in his Department. The Commissioners said they were pleased with Mr. Parker.

ITEM NO 14: TENTATIVE ITEM: DISCUSSION AND CONSIDERATION OF AN ORDER IN THE MATTER OF TRANSFERRING FUNDS FROM DEPARTMENTAL APPROPRIATIONS TO CONTINGENCY AND REDUCING SPENDING AUTHORITY IN FY 2008-2009 DUE TO REVENUE SHORTFALLS:

Karen Dye summarized yesterday's budget workshop. Budget shortfalls dictate some immediate budget cuts. She said this Order reduces general fund spending in about every Department with transfers of those to the contingency fund. She said if enacted, her Department will issue new budget reports. Another Eight Hundred Thousand (\$800,000) Dollars in cuts are needed. Department Heads are asked to work with Ms. Dye on all proposals. Commission Labhart said this Order cuts about Five Hundred Thousand (\$500,000) Dollars from this year's budget. He explained how State forest revenues will affect our budget for the next several years. He also talked about the State budget cuts. He said it is a right move to do this now.

Vice-Chair Josi commended Ms. Dye for the work she put into this. He said these are the easy cuts. He said staff cuts may be likely in the next round. Chair Hurliman agreed except he thinks lay offs will be necessary. Vice-Chair Josi said we will be talking about additional directives that David Dickman has developed. He lauded Mr. Dickman's work.

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Commissioner Labhart made a motion to approve and sign the Order transferring funds from Departmental appropriations to contingency and reducing spending authority in FY 2008-2009 due to revenue shortfalls. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-107.

UNSCHEDULED: Paul Levesque read a proposed directive to the Human Resources Director (see attached). Vice-Chair Josi said some of these are now shared responsibilities with Department Heads. For example 2a (2. You are directed to commence an hiring "freeze". This is an administrative action as follows: Delayed Re-hire Provisions: a. No County position will be refilled unless the position is determined by the requesting Department Head and the Personnel Department to be critical.)

Commissioner Labhart said 2a should be amended to include the Board of Commissioners as discussed yesterday. Ms. Dye said these are a good start. These may affect everyone in County employment.

Vice-Chair Josi made a motion to approve, as amended, the directive to the Human Resources Director. The motion was seconded by Commissioner Labhart. The motion carried with three (3) aye votes.

ITEM NO. 15: CONSIDERATION OF CONTRACT FOR GENERAL SERVICES WITH DETEMPLE COMPANY, INC. FOR REPAIR AND MAINTENANCE OF HVAC SYSTEMS AND BOILERS FOR TILLAMOOK COUNTY FACILITIES:

Mr. Levesque explained the policy requiring Contracts for General Services in excess of Six Hundred (\$600) Dollars, as the basis for formulating this Agreement.

Commissioner Labhart made a motion to approve and sign the Contract for General Services with DeTemple Company, Inc. for repair and maintenance of HVAC systems and boilers for Tillamook County facilities. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed the Contract.

ITEM NO 16: CONSIDERATION OF ORDER IN THE MATTER OF THE FORMATION OF THE NEHALEM BAY FIRE AND RESCUE DISTRICT:

Mr. Levesque described the two (2) separate actions that are required to complete the formation proceedings. One (1) is the final Order forming the District. The Resolution determines the results of the election.

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Commissioner Labhart made a motion to approve and sign the Order in the matter of the formation of the Nehalem Bay Fire and Rescue District. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Order #08-108.

Commissioner Labhart made a motion to approve and sign the Resolution determining the results of the November 4, 2008 general election regarding the formation of the Nehalem Bay Fire and Rescue District. The motion was seconded by Vice-Chair Josi. The motion carried with three (3) aye votes. The Commissioners signed Resolution #R08-019.

ITEM NO.17: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:

Commissioner Labhart congratulated Chair Hurliman for being elected to the Association of Oregon and California (O&C) Counties Board of Directors.

ITEM NO. 18: PUBLIC COMMENTS: Counsel Sargent introduced Joe Blanton, his nephew, who is doing a senior project by following County Counsel for three (3) days.

There being no further business Chair Hurliman adjourned the meeting at 10:33 a.m.

RESPECTFULLY SUBMITTED this 9th day of March, 2009.

County Clerk: Tassi O'Neil

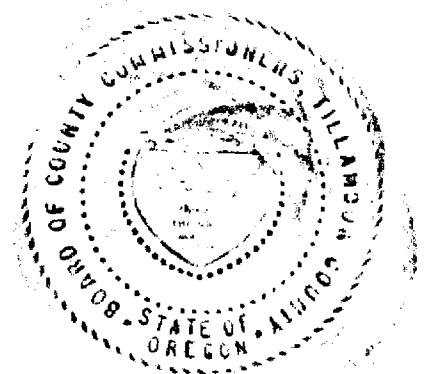
Susan L. Becraft
Susan Becraft, Recording Secretary
& Special Deputy

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, December 10, 2008, at 9:00 a.m.

Commissioners' Meeting Room A
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
E-mail: 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

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, December 10, 2008 9:00 a.m.

BOARD OF COMMISSIONERS

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items
3. Presentation on East Elementary School's Success Story/Greg English

LEGISLATIVE – ADMINISTRATIVE

4. Consideration of Order Re-Appointing Gary Hanenkrat, Darcy Jones, Stephen Macartney and Curt Schonbrod to the Tillamook County Road Advisory Committee/Liane Welch
5. Consideration of Order Re-Appointing John Wehage as a Member and David Mattison as an Alternate Member to the Tillamook County Solid Waste Advisory Committee/Jennifer Purcell
6. Consideration of Order Re-Appointing Shawn Reiersgaard to the Tillamook County Solid Waste District Budget Committee/Jennifer Purcell
7. Consideration of Order Re-Appointing Steve Neahring to the Tillamook County 4-H & Extension Service District Budget Committee/Troy Downing
8. Consideration of Order Appointing Chris Chiola and Re-Appointing Thomas Zellner to the Tillamook County Library Board/Sara Charlton
9. Consideration of Amendment #3 to Intergovernmental Agreement Contract (State Contract #90G000092; County Contract #3611) with the Department of Consumer and Business Services, Building Codes Division for Processing Manufactured Structure Ownership Documents and Trip Permits/Tim Lutz
10. Consideration of Intergovernmental Office Space Lease Agreement Amendment with the Oregon Youth Authority for Space Located in the Juvenile Department/Dan Krein
11. Consideration of Findings of Fact and Decision Concerning a Zone Change Request (ZC-07-04) Regarding an Exception to Goal 3 (Agricultural Lands) of the Statewide Planning Goals and Subsequently a Zone Change from Farm (F-1) to Rural Residential 10-Acres (RR-10), located at 2S-9-18-TL2102, Owned by Thomas and Susan Rieger, Applicants/Bradford Sheets
12. Consideration of Order Re-Appointing Terry Jones, Kurt Mizze and Gale Ousele to the Tillamook County Planning Commission/Butch Parker
13. Consideration of Proposal for Community Development Fees/Butch Parker
14. **Tentative Item:** Discussion and Consideration of an Order in the Matter of Transferring Funds from Departmental Appropriations to Contingency and Reducing Spending Authority in FY 2008-2009 Due to Revenue Shortfalls/Karen Dye

15. Consideration of Contract for General Services with DeTemple Company, Inc. for Repair and Maintenance of HVAC Systems and Boilers for Tillamook County Facilities/Paul Levesque
16. Consideration of Order In the Matter of the Formation of the Nehalem Bay Fire and Rescue District/Paul Levesque
17. Board Concerns – Non-Agenda Items & Announcements
18. Public Comments

ADJOURNMENT

BOARD MEETINGS AND ANNOUNCEMENTS

The Commissioners will interview applicants for the Tillamook County Parks and Recreation Advisory Committee on **Tuesday, December 16, 2008** at **2:00 p.m.** in the Commissioners' Meeting Room B at the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The Commissioners will interview applicants for the Tillamook County Budget Committee on **Tuesday, December 16, 2008** at **3:00 p.m.** in the Commissioners' Meeting Room B at the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The Tillamook Library will **close** at **5:30 p.m.** on **Tuesday, December 23, 2008** through **Thursday, December 25, 2008** for the Christmas holidays and at **5:30 p.m.** on **Wednesday, December 31, 2008** through **Thursday, January 1, 2009** for the New Year's holiday.

The County's holiday schedule and the AFSCME Union Agreement designate **December 24, 2008** as a holiday. Therefore, the County offices in the Courthouse, and Administrative offices in the Jail and Justice Facility will be **closed** on **Wednesday, December 24, 2008** to allow employees this time off. However, the State Circuit Court will be open on Wednesday.

The Tillamook County Courthouse and Administrative offices in the Jail and Justice Facility will be **closed** on **Thursday, December 25, 2008**, for the Christmas holiday and on **Thursday, January 1, 2009**, for the New Year's holiday. Oregon State Circuit Courts will also be closed both days.

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 through June 2009 is as follows:

- January 13, 2009
- February 10, 2009
- March 10, 2009
- April 14, 2009
- May 12, 2009
- June 9, 2009

The Commissioners' evening meeting schedule is as follows:

December 17, 2008
 January 21, 2009
 February 18, 2009
 March 18, 2009

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

April 15 2009
May 20, 2009

Manzanita City Hall
Cape Kiwanda Community Center

All evening meetings will begin at 6:30 p.m.

BOARD OF COMMISSIONERS' MEETING

Wednesday, December 10, 2008

PLEASE PRINT

Name	Address	Item of Interest
Joey Blanton	315 South 10 th Street	Aging Network
Sara Charlton		Library
JOHN GETTMAN		—
Gus Meyer		General
Liang Welch		PW
Jennifer Purcell		SW
T. E. D.		#5 Assoc.
Paula Archer		#9
Dan Keen		10
Butch Foster		
Karen Dyk		Budget
Jussi Orvill		general

(Please use reverse if necessary)

In conjunction with the Board Order to make budgetary transfers from department budgets to the contingency fund, The Board of County Commissioners in further preparation for the expected fiscal emergency directs Dave Dickman to commence the following:

1. Review all temporary employees (all temps and rehired retired) with Department Heads and develop a plan to lay off those temporary employees that are not grant funded or are critical to the County and report this to the Board not later than January 12, 2009.
2. You are directed to commence a Hiring "Freeze". This is an Administrative Action as follows:
 - Delayed Re-hire Provisions
 - a. No County position will be refilled unless the position is determined by the requesting Department Head and the Personnel Department to be critical.
 - b. All positions that are refilled must be vacant for three months prior to refilling unless refilled by an internal only recruitment. The position vacated for the internal recruitment would then have to be determined critical and must remain vacant for three months or if not critical the position is to be eliminated.
3. Effective January 1, 2009 all new employees hired will be required to start at Step 1 of the assigned pay range unless approved in advance by the Human Resources Director, the County Budget Officer and the Board of County Commissioners.
4. Prepare a Board Order to Eliminate Vacation Sell Back provision in the Personnel Rules.
5. Conduct a study and evaluate the possibility of developing an early retirement incentive that creates a possible net budgetary reduction.
6. Work with departments in preparing plans for staff reductions by lay-off.
7. Develop a plan and a proposed policy concerning furlough work reductions and shortened work week hours reduction.
8. You are authorized to make a request to the union (AFSCME) to re-open labor agreement for economic concessions in contract provisions that have a direct cash economic impact.