

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING**  
Monday, December 15, 2008  
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**COMMISSIONERS PRESENT:**

Charles J. Hurliman, Chair  
Mark Labhart, Commissioner

**COMMISSIONER ABSENT:**

Tim Josi, Vice-Chair (vacation)

**STAFF PRESENT:**

Paul Levesque, Facilities, Fleet and  
Contracts Director

FILED  
4:50  
MAR 9 2009  
TASSI O'NEIL  
COUNTY CLERK

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** Susan Becraft, Staff Assistant; Jennifer Purcell, Coordinator, Solid Waste; Liane Welch, Director, Public Works, Tim Lutz, Assessor; Butch Parker, Director, Community Development; David Dickman, Director, Human Resources and Karen Dye, Treasurer.

**GUESTS:** John Gettman.

**CALL TO ORDER:** By Chair Hurliman at 9:00 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. There were no public comments at this time.

**ITEM OUT OF ORDER: ITEM NO. 3: DISCUSSION CONCERNING ORMAP INTERGOVERNMENTAL AGREEMENT WITH THE DEPARTMENT OF REVENUE (STATE CONTRACT #2216) FOR GRANT FUNDING TO CONTINUE DIGITIZATION OF ASSESSOR'S MAPS:** Tim Lutz said this is an annual grant which helps pay for the State-wide digitized mapping project (ORMAP). He reported on Tillamook County's progress (see attached ORMAP GIS Conversion Project map) and described future grant requests and plans. This will be brought forward to Wednesday.

**ITEM NO. 2: PUBLIC WORKS UPDATE: UNSCHEDULED:** Liane Welch reported that up to eight (8) inches of snow in the Coastal Range is forecast for Wednesday evening. Commissioner Labhart said after receiving a weather report from Gordon McCraw, the Board would make a decision about holding the evening meeting.

**a) DISCUSSION CONCERNING LETTER FROM CONWAY CONSTRUCTION REGARDING PROPERTY SWAP IN BRIGHTON BEACH ESTATES FOR PROPERTY LOST IN THE RECONSTRUCTION OF BRIGHTON BEACH BOULEVARD:** Ms. Welch said Brighton Beach Boulevard failed in 1997 and the County basically abandoned it. Tillamook County participated with David Conway in building a new road around the landslide area. The road is on private property so we need to switch some right-of-ways or do some vacating. A description is needed and some engineering work

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needs to be done. Chair Hurliman asked if Mr. Conway wants the County to do the engineering work. Ms. Welch said he didn't request it. He owns all the property up there and should have a legal description. He plans to re-plat everything. Butch Parker said he submitted some partitions about a month ago. Ms. Welch said there was talk about putting it in private ownership so he can put gates on it. She felt it is in the County's best interest to give it to him or get the road back in the right-of-way.

Commissioner Labhart suggested that the Commissioners direct Ms. Welch to go ahead and complete the swap, once the engineering work is done. Chair Hurliman agreed. It is not a single entry area and not likely that anyone would be landlocked. Ms. Welch said there have been quite a few issues in this area and vacating property is not her first priority to support. She will move forward as staff has time.

**b) DISCUSSION CONCERNING ORDER IN THE MATTER OF SPENDING COUNTY MONIES ON LOCAL ACCESS ROADS WITHIN THE COUNTY FOR REASONS OF PUBLIC SAFETY AND RESCINDING ORDER #00-62:** Ms. Welch said we are one of the few Counties doing routine maintenance on local access roads. She asked the Board to rescind Board Order #00-62, approving routine maintenance. They will continue to install and maintain stop signs, remove trees or landslides, but not ditch, mow vegetation or fix potholes. In answer to Commissioner Labhart's question, Ms. Welch said the County Road Advisory Council reviewed it during the risk assessment process and supports the three (3) criteria in the new Order. The Board of Commissioners also supported it. The updated local access road list is on our website so people can see if their road is a local access road.

In response to Chair Hurliman's question whether this would preclude people with local access roads paying the County to do the work, she replied, "No, if the County has the time". People should not have the expectation that the County will do routine maintenance or that we are competing with local contractors.

**OTHER:** Commissioner Labhart described his contact with Mark Elston. He said we need to bring the issue of access to farmers' fields to some kind of closure. Ms. Welch said she has asked Walt Gile to write a "White Paper" about the issues because there are many. There is historic use, but now there are different uses and equipment. Mr. Elston made the road wider and put up a fence. Mr. Roose (spelling) broke the edge of the road. The County Road Advisory Committee (CRAC) will discuss the issue at the January meeting. Ms. Welch said she would bring the recommendations to the Commissioners if the Ordinance needs to be modified.

Chair Hurliman said that the Commissioners asked the previous Public Works Director to bill the individuals who had damaged McCormick Loop and that did not happen. Ms. Welch said she asked Mr. Elston to repair the damage and agreed to the County doing

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a temporary fix. Later Mr. Elston called Mr. Gile and he said he would not do anything. Chair Hurliman said when the County did not do anything about it, it set a precedent. All the farmers on McCormick Loop were irritated that the County allowed the situation to happen. He said Ms. Welch is catching the effect of what happened in the past and now it is not an easy fix. People in South County will feel the County is picking on them if they are requested to pay for the damage they make. Ms. Welch said Mr. Elston's response was "Why are you picking on me?"

Ms. Welch said when she works with the CRAC it will be like going back to scratch to come up with some kind of recommendation to keep the transportation system safe and give farmers access to their fields. Chair Hurliman said she could use the Farm Forest Advisory Committee, but it hasn't met for a couple of years.

Ms. Welch asked the Commissioners if they had another other suggestion than starting from scratch. Commissioner Labhart said we need to have access to fields from County roads. The requirements are currently in place. The question is, "How much do we require?" Mr. Elston's story was that he is willing to do the paving, but doesn't want to have to pave forty (40') feet out into the field. The CRAC should review the Ordinance and figure out something reasonable for everyone.

Chair Hurliman said gateways into all the fields were accessed traditionally at a different time of the year. Now we have new Confined Animal Feeding Agreement (CAFA) rules that force farmers to spread manure when their fields and the edges of the roads are soft. This happened within the last ten (10) years. He felt the County and farmers will have to work together on this issue. It will probably be that the County would be responsible for the road and the farmers would be responsible for their structure built outside of the pavement area. Ms. Welch said she will start from scratch and work with the CRAC.

John Gettman said he researched this issue when it came up the first time. It is a nation-wide problem where there is agriculture. As he remembers, there are some laws that allow farmers to do this. He thought to do something different the laws would have to be changed.

Commissioner Labhart said there two issues: driving on County roads and field access. Mr. Gettman said in order to reach the access point they have to drive the rigs on County roads. Chair Hurliman said laws were put in place so that there wasn't the weight or width issue with the rigs. What is happening now is that the honey wagon wheels bounce. Ms. Welch said our roads were built narrower than today's standards. Chair Hurliman said he could not convince the farmers on McCormick Loop to pay Two Thousand (\$2,000) to narrow up the honey wagon so the road would not be destroyed. Also, he could not get support from Public Works at the time, to tell the farmer if you

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stay at that width we will start charging you. Chair Hurliman said it will take a coordinated effort between all County governments. Ms. Welch agreed. Commissioner Labhart said it could be that it would take the CRAC, Farm Forest Advisory Committee and Ms. Welch to come up with something that is reasonable. Ms. Welch agreed.

**c) DISCUSSION CONCERNING LETTER RELEASING OBLIGATION OF THE PERFORMANCE BOND SECURED FOR PREVAILING WAGE CONSTRUCTION CONTRACT #3978 FOR A RECYCLE BUILDING AT THE TILLAMOOK TRANSFER STATION WITH WESTWIND CONCRETE, INC.:** Jennifer Purcell said the letter to Sterling Savings Bank serves as notice that the Time Certificate Deposit being held as a performance bond for the contract may be released. The project is substantially complete. We are waiting for PUD to hook up electricity. Westwind Concrete is obligated to make sure all electrical systems work after installation.

Chair Hurliman asked Paul Levesque to discuss the appropriateness of releasing the bond on it being "substantially complete". Mr. Levesque said he felt it is appropriate to release the bond because it is not Westwind Concrete's fault that PUD has not hooked up the power. There is a warranty as part of the contract for one (1) year. If something doesn't work they must come back and fix it on their dime. Ms. Purcell said she has held their final invoice for their five (5%) percent retention.

Commissioner Labhart made a motion to approve the letter releasing the obligation of the Performance Bond for Contract #3978. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the letter.

**OTHER: FAWCETT CREEK:** Chair Hurliman said he has been getting quite a few calls asking why the County isn't going with a design that Randy Richardson can do in a short time. He thought we should find out what the width of the opening is that Fish and Wildlife wants and call Mr. Richardson and ask him if he can get a box culvert to do the job.

Commissioner Labhart asked if we weren't doing a bridge. Ms. Welch said yes and she received the design acceptance report. Mr. Richardson has been saying he can build the bridge for Two Hundred and Fifty Thousand (\$250,000) Dollars. Chair Hurliman said Mr. Richardson is not spreading the information around, but others are. Ms. Welch explained what the Oregon Department of Transportation requires for the One Million Six Hundred Thousand (\$1,600,000) Dollar project. Chair Hurliman said he did not think there is a box culvert wide enough. Ms. Welch said the span is ninety-two (92') feet right now. Chair Hurliman said making a call explaining the situation should put a stop to the questions. Commissioner Labhart suggested a paragraph be put in the Commissioners' Column.

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Mr. Levesque asked what the decision was concerning the Brighton Beach property swap and volunteered to do it as the County's Property Manager. Ms. Welch turned the project over to him.

**OTHER:** Mr. Levesque said States are lining up to get money from the new President's proposed stimulus package. In many States they are proposing levy and stream bank re-building. He wants to get the Shilo Levee on our project list or the Oregon Department of Transportation's (ODOT) list. He e-mailed his request to Larry McKinley but he might not agree to put it on his list. Mr. Levesque explained why the "levee" is not a levee. It is designed to keep the current in the river during high floods, but not to prevent overtopping. Erosion is starting at the toe.

Ms. Welch said she sent an e-mail to ODOT this morning because there are other culverts that are in the same condition as Fawcett Creek. When the County was given a week, by the State, to submit a list for the stimulus package, she included Trask River Road (over Johnson Bridge), Long Prairie Road and all of South Prairie Road for re-building. The criteria were for Federally aided highway projects, which she hopes to change. She requested about Ten Million (\$10,000,000) Dollars worth of projects. All of our projects go through the Association of Oregon Counties and they will submit it to the State.

Mr. Levesque asked Ms. Welch to include the Shilo Levee for Two Hundred Thousand (\$200,000) Dollars. Ms. Welch agreed. Chair Hurliman said Jenkins Road needs to be added to the list. It has been undermined by a lot of beaver dams. Ms. Welch will add it to the list.

Commissioner Labhart requested and obtained a report from Ms. Welch about her Department's work during the weekend snow storm. Mr. Levesque said the forecast for Wednesday includes snow and sleet, up to four (4") to eight (8") inches on the coast, during the afternoon and ice at night. After some discussion with Butch Parker, the Commissioners moved the Public Hearing to the January 21<sup>st</sup> evening meeting to be held at the Kiawanda Community Center. The Commissioners also moved the January 17<sup>th</sup> evening meeting to January 17<sup>th</sup> at 9:00 a.m. in the Courthouse. The February 18<sup>th</sup> evening meeting will be scheduled at the Manzanita City Hall instead of at the Courthouse.

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**ITEM NO. 4: DISCUSSION CONCERNING ORDER IN THE MATTER OF TRANSFERRING FUNDS BETWEEN BUDGETED LINE ITEMS:** Karen Dye said this transfers Seven Thousand Twenty-Five (\$7,025) Dollars from contingency to the Clerk's Department for the Dog Program. It is for residual expenses incurred from June for the operation of the dog kennel and improvements to the dog kennel. She did not know if there are other expenses that may be forth coming. The County and Tillamook Animal Shelter may want to have some conversation.

Mr. Levesque said he believes the improvement project is complete. Ongoing expenses will be for veterinary bills for sick and injured dogs when the owners can't be located. Ms. Dye said this requires Board action because the funds are coming from contingency. The item was carried to Wednesday.

**ITEM NO. 5: COMMUNITY DEVELOPMENT UPDATE: a) PERMIT REPORT and b) SANITATION REPORT:** Commissioner Labhart said permits have dropped off. Mr. Parker said inspections are up a bit but plan reviews are down. They are historically down but not nearly this much.

Chair Hurliman recessed the meeting at 9:48 a.m. Chair Hurliman reconvened the meeting at 9:50 a.m.

Mr. Parker reported that he responded to Commissioner Labhart's e-mail regarding an Ordinance change request for affordable housing from Tom Bender. He provided some history on the request. Counsel Sargent agreed that Mr. Parker should write a letter to Mr. Bender. Mr. Bender can appeal the letter to the Planning Commission.

**ITEM NO. 6: HUMAN RESOURCES UPDATE: a) DISCUSSION AND CONSIDERATION OF ORDER REVISING THE TILLAMOOK COUNTY EMPLOYEE POLICY & PROCEDURES REGARDING VACATION BENEFITS:** David Dickman said the Order would rescind the option for non-union employees to sell back vacation benefits, which had recently been adopted. This is part of the directive he received from the Commissioners last week.

Commissioner Labhart made a motion to approve and sign the Order in the matter of revising the Tillamook County Employee Policy and Procedures regarding vacation benefits. Chair Hurliman seconded the motion. The motion carried with two (2) aye votes. The Commissioners signed the Order #08-109.

Chair Hurliman recessed the meeting at 9:55 a.m. for an Executive Session convened under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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Chair Hurliman reconvened the meeting at 10:02 a.m. and said no decisions had been made in the Executive Session.

Mr. Dickman said he gave the Commissioners a copy of the letter he sent to the Union asking for the opportunity to re-open negotiations on the Union Agreement. Commissioner Labhart said the letter was written at the direction of the Commissioners based what was discussed at the Budget Workshop.

**ITEM NO. 7: DISCUSSION CONCERNING ORDER RE-APPOINTING JAN STEWART TO THE TILLAMOOK COUNTY MENTAL HEALTH AND CHEMICAL DEPENDENCY AND DEVELOPMENTAL DISABILITY COUNCIL:** Charles Hurliman said Ms. Stewart is doing a yeoman's job. Commissioner Labhart said she is the biggest champion out there. The item was carried to Wednesday.

**ITEM NO. 8: FACILITIES, FLEET AND CONTRACTS DIRECTOR UPDATE:** Chair Hurliman asked about heat in the Courthouse. Mr. Levesque said the system is programmed to put out enough heat to keep the pipes from freezing on the weekend and kick in Monday morning, which it did not do today. Vickie MacKenzie had to push the reset button when she came in.

**a) DISCUSSION CONCERNING AGREEMENT GRANTING PERMISSION FOR TILLAMOOK ESTUARIES PARTNERSHIP TO ACCESS TILLAMOOK COUNTY LAND IN THE LITTLE NORTH FORK WATERSHED TO CONDUCT RESTORATION AND NOXIOUS WEED REMOVAL ACTIVITIES:** Mr. Levesque said the Tillamook Estuary Partnership is working on a knot weed eradication program in the Little North Fork Watershed near Mills Bridge. This gives them permission to treat the County owned property. The item was carried to Wednesday.

**b) DISCUSSION CONCERNING MODIFICATION #1 TO PERSONAL SERVICES AGREEMENT WITH GEOENGINEERS, INC. (#3657) FOR SOILS INVESTIGATION PERFORMED TO ADDRESS THE STABILITY AND SOIL BEARING CAPACITY OF THE PROPOSED SITE FOR THE CEDAR CREEK CHILD CARE CENTER:** Mr. Levesque said this modification adds required Community Development Block Grant language to the agreement with GeoEngineers. This item was carried to Wednesday.

**c) DISCUSSION AND CONSIDERATION OF AGREEMENT GRANTING HEBO JOINT WATER & SANITARY AUTHORITY AN EASEMENT FOR THE PURPOSE OF CONSTRUCTING, INSTALLING, MAINTAINING AND INSPECTING SANITARY SEWER, SEWER SERVICE LINES, SEPTIC TANKS AND FACILITIES ON COUNTY PROPERTY IN PART OF SECTION 12, TOWNSHIP 4 SOUTH, RANGE 10 WEST OF THE WILLAMETTE MERIDIAN:** Mr. Levesque said when they built the Cedar Creek facility they had to re-design the septic system. The design has been completed and is

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ready to go with a check to the Department of Environmental Quality (DEQ). DEQ also needs a copy of an easement to show permission for the septic system to be on the property.

Commissioner Labhart made a motion to approve and sign the Agreement granting Hebo Joint Water and Sanitary Authority an easement for the purpose of constructing, installing, maintaining and inspecting sanitary sewer, sewer service lines, septic tanks and facilities on County property in part of Section 12, Township 4 South, Range 10 West of the Willamette Meridian. Chair Hurliman seconded the motion. The motion carried. The Commissioners signed the Agreement.

**d) DISCUSSION CONCERNING ORDER OF NOTICE OF INTENT TO AWARD A PROFESSIONAL SERVICES AGREEMENT TO NORTHWEST HYDRAULIC CONSULTANTS/HBH CONSULTING ENGINEERS, INC. FOR THE OREGON SOLUTIONS' PROJECT EXODUS HEC-RAS MODELING:**

Mr. Levesque said one priority project Oregon Solutions identified combines three (3) pre-existing projects and incorporates additional modeling. It is called Project Exodus. The Design Team requested the County go through a procurement process to hire a firm to do computer modeling. The Request for Proposals was issued on November 5<sup>th</sup>. Three (3) proposals were received, ranked and rated by the Committee the Commissioners appointed. The Committee recommends that a Notice of Intent to Award be issued to Northwest Hydraulic Consultants and HBH Consulting Engineers, Inc. They have partnered on this and submitted the highest ranked and rated proposal. The fee they propose is One Hundred Twelve Thousand (\$112,000) Dollars and some change.

John Gettman said if the County wants monthly progress reports it should be put in writing. HBH is Bay City's engineer. It is difficult to get progress reports from them. Mr. Levesque said HBH is the minor player. He listed the projects that Northwest Consultants' engineer, who does the modeling, has done for the County. He said he would monitor HBH. This item will be carried to Wednesday.

**e) DISCUSSION CONCERNING CHANGE ORDER #3 TO CONTRACT FOR GENERAL SERVICES #3881 WITH PACIFIC OFFICE AUTOMATION FOR ALL COUNTY DEPARTMENT COPY MACHINE MAINTENANCE:**

Mr. Levesque said the Library purchased a coin-operated copy machine for the public's use. This Change Order adds that copier to the Maintenance Contract.



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**ITEM NO. 9: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/SUGGESTION BOX/INTER-OFFICE MATTERS:** The Commissioners reviewed, amended and approved Wednesday's Agenda. Sue Becraft read a suggestion to do something like a "gifts of love" tree (where needy families request Christmas items) in lieu of doing the "Secret Santa" next year. The Commissioners asked Ms. Becraft to pass the suggestion on to the Employees' Committee.

**ITEM NO. 10: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:** There was discussion concerning the vacancies on the Tillamook County Parks and Recreation Advisory Committee.

**ITEM NO. 11: PUBLIC COMMENTS:** Mr. Gettman congratulated Mr. Levesque on completing the Mediated Gravel Agreement, even if it is sort of moldy. Chair Hurliman asked who would be signing. Mr. Levesque listed many of the entities and said once it's signed and adopted, Mr. Parker will have to incorporate it in the Comprehensive Plan. Mr. Levesque said the project lasted seventeen (17) years.

There being no further business, Chair Hurliman adjourned the meeting at 10:19 a.m.

**RESPECTFULLY SUBMITTED** this 9<sup>th</sup> day of March, 2009.

County Clerk: Tassi O'Neil

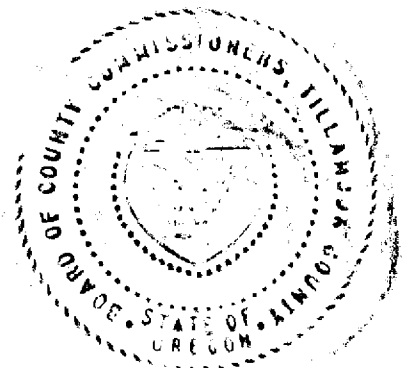
Susan L. Becraft  
Susan Becraft, Recording Secretary  
& Special Deputy

**APPROVED BY:**

Tami M.  
Chair

Mark Zallat  
Vice-Chair

Paul J. Hurliman  
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

**Monday, December 15, 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  
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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](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, December 15, 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 Letter from Conway Construction Regarding Property Swap in Brighton Beach Estates for Property Lost in the Reconstruction of Brighton Beach Boulevard
  - b. Discussion Concerning Order In the Matter of Spending County Moneys on Local Access Roads within the County for Reasons of Public Safety and Rescinding Order #00-62
  - c. Discussion Concerning Letter Releasing Obligation of the Performance Bond Secured for Prevailing Wage Construction Contract #3978 for a Recycle Building at the Tillamook Transfer Station with Westwind Concrete, Inc./Jennifer Purcell
3. Discussion Concerning ORMAP Intergovernmental Agreement with the Department of Revenue (State Contract #2216) for Grant Funding to Continue Digitization of Assessor's Maps/Tim Lutz
4. Discussion Concerning Order in the Matter of Transferring Funds between Budgeted Line Items/Karen Dye
5. Community Development Update/Butch Parker
  - a. Permit Report
  - b. Sanitation Report
6. Human Resources Update/David Dickman
  - a. Discussion and Consideration of Order Revising the Tillamook County Employee Policy & Procedures Regarding Vacation Benefits
7. Discussion Concerning Order Re-Appointing Jan Stewart to the Tillamook County Mental Health and Chemical Dependency and Developmental Disability Council/Charles Hurliman
8. Facilities, Fleet and Contracts Director Update/Paul Levesque
  - a. Discussion Concerning Agreement Granting Permission for Tillamook Estuaries Partnership to Access Tillamook County Land in the Little North Fork Watershed to Conduct Restoration and Noxious Weed Removal Activities
  - b. Discussion Concerning Modification #1 to Personal Services Agreement with GeoEngineers, Inc. (#3657) for Soils Investigation Performed to Address the Stability and Soil Bearing Capacity of the Proposed Site for the Cedar Creek Child Care Center
  - c. Discussion and Consideration of Agreement Granting Hebo Joint Water & Sanitary Authority an Easement for the Purpose of Constructing, Installing, Maintaining and Inspecting Sanitary Sewer, Sewer Service Lines, Septic Tanks and Facilities on County Property in Part of Section 12, Township 4 South, Range 10 West of the Willamette Meridian
  - d. Discussion Concerning Order of Notice of Intent to Award a Professional Services Agreement to Northwest Hydraulic Consultants/HBH Consulting Engineers, Inc. for the Oregon Solutions' Project Exodus HEC-RAS Modeling
  - e. Discussion Concerning Change Order #3 to Contract for General Services #3881 with Pacific Office Automation for All County Department Copy Machine Maintenance
9. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters/Sue Becraft

10. Board Concerns – Non-Agenda Items & Announcements

11. 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 Commissioners have moved their regular business meeting day from Wednesday, December 24, 2008 to **Monday, December 22, 2008**. The meeting will begin at **9:00 a.m.** and be held in the Commissioners' Meeting Room A 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	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

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

**BOARD OF COMMISSIONERS'  
STAFF MEETING**

**Monday, December 15, 2008**

PLEASE PRINT

Name

Address

Item of Interest

JOHN GETTMAN

all

Jennifer Purcell

SW

Steve Welch

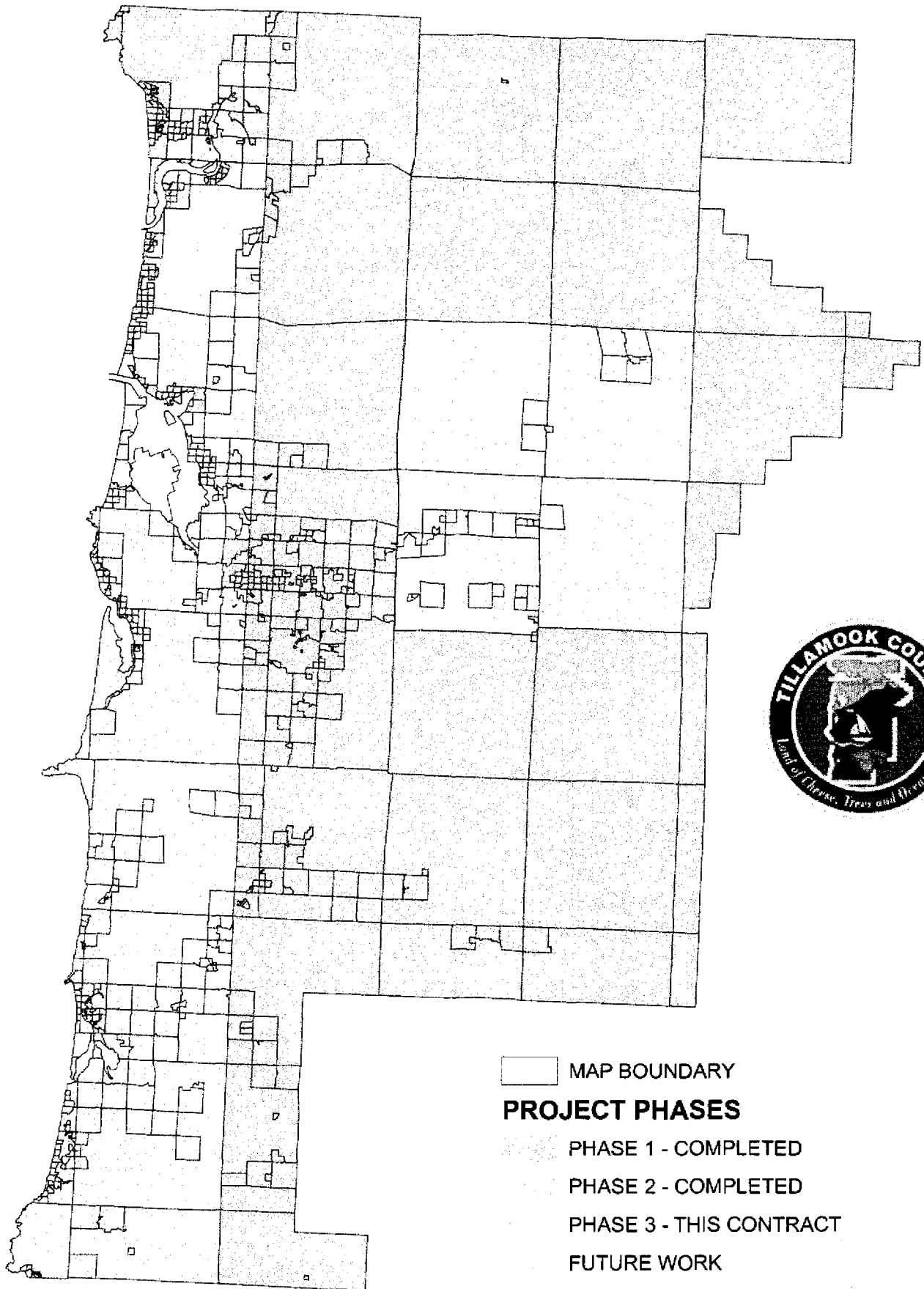
PW

Karen Dyx

Treas

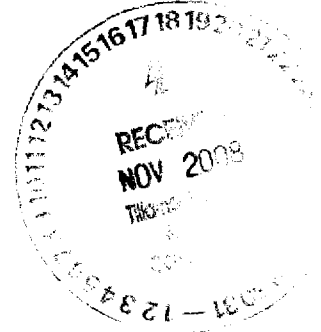
(Please use reverse if necessary)

# ORMAP GIS CONVERSION PROJECT



November 11, 2008

Paul Levesque  
Board of County Commissioners  
Tillamook County  
201 Laurel Ave.  
Tillamook, Oregon 97141  
Fax: 503-842-2721



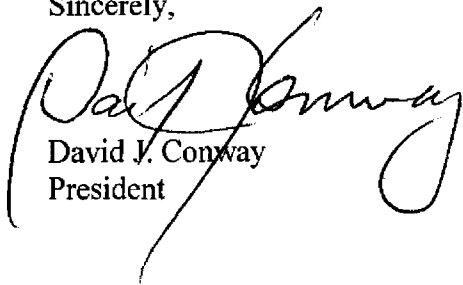
Re: Brighton Beach Estates

Paul,

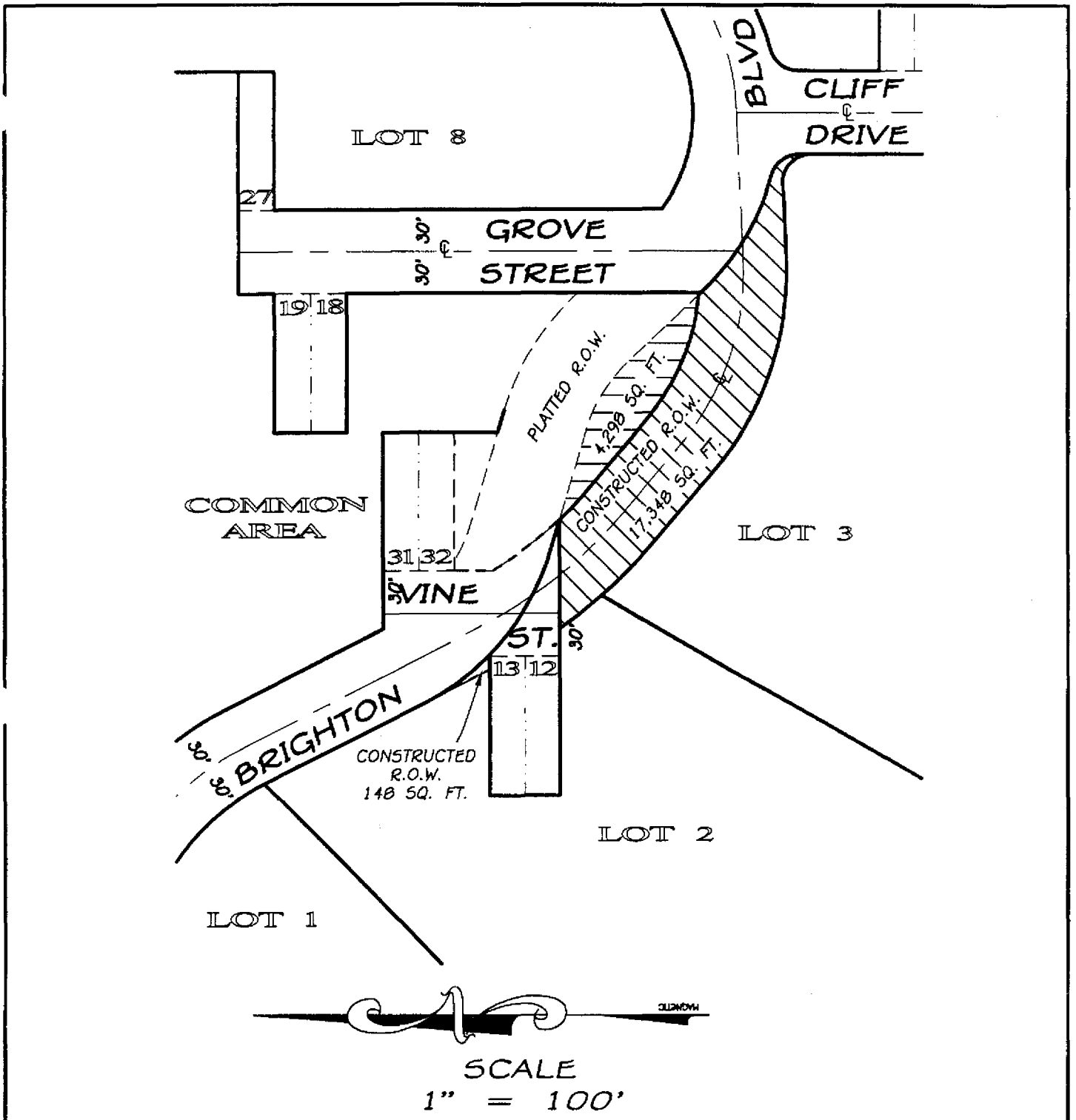
Please find attached a surveyor's map of the area of private property we have sacrificed for the reconstruction of Brighton Boulevard. We ask that the County swap us its currently owned lots, and any it may own in the future, within Brighton Beach Estates and with an equivalent size and value.

Please advise at your convenience.

Sincerely,



David J. Conway  
President



SURVEY FOR:  
**DAVID CONWAY**  
 NEW RIGHT-OF-WAY  
 LOCATION & AREA  
 SECTION 9, T2N, R10W, W.M.  
 TILLAMOOK COUNTY



- SURVEYING
- CIVIL ENGINEERING
- PLANNING
- WATER RIGHTS
- WETLAND CONSULTING

**CLATSOP COUNTY**  
 4253-A HWY 101 N.  
 GEARHART, OR 97138  
 (503) 738-3425  
 FAX: (503) 738-7455

**PACIFIC COUNTY**  
 1715-B N. PACIFIC AVE.  
 LONG BEACH, WA 98631  
 (360) 642-4454  
 FAX: (360) 642-4054

**TILLAMOOK COUNTY**  
 10445 NEAH-KAH-NIE CRK. RD  
 MANZANITA, OR 97130  
 (503) 368-5394  
 FAX: (503) 368-5847

WWW.HLB-OTAK.COM

DATE JUNE 24, 2008	JOB NO. 65974	EQUIPMENT N/A	FIELD N/A	DRAWN EMW	CHECKED RC5
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## Tillamook County



*Land of Cheese, Trees and Ocean Breeze*

Board of Commissioners  
Charles J. Hurliman, Tim Josi, Mark Labhart  
201 Laurel Avenue  
Tillamook, Oregon 97141  
Phone 503-842-3403  
Fax 503-842-1384  
TTY Oregon Relay Service

December 15, 2008

James McGinnis  
Vice President  
Sterling Savings Bank  
P O Box 609  
Tillamook OR 97141

Dear Mr. McGinnis:

This letter serves as notice that time certificate of deposit #49980146308, in the amount of \$183,400, may be released. The Tillamook County Prevailing Wage Contract for Construction #3978 for a Recycle Building at the Tillamook Transfer Station entered into by and between Tillamook County and Westwind Concrete, Inc. has been substantially completed, releasing the obligation of the performance bond secured by Donald Averill.

Sincerely,

A handwritten signature in cursive script, reading "Charles J. Hurliman".

Charles J. Hurliman, Chair  
Board of Commissioners for  
Tillamook County, Oregon



**Sanitation Permit Intake: Oct 30th, 2008-Nov26th, 2008**

Week	Permit #	Type	rec'd	field	approved	reason held
12/04-12/10	08-2488-S	Authorization Notice	07/11	06/18	12/04	*admin review
	08-3963-S	Authorization Notice	12/08	12/05	12/09	
	08-2653-S	Final Inspection	12/08	12/10		
	08-2982-S	Final Inspection	12/09	12/11		
	08-3998-S	Major Repair	12/10	12/05	12/11	
	08-4000-S	Site Evaluation	12/10	12/11		
11/27-12/03	08-3822-S	Final Inspection	12/01	12/01	12/01	
	08-2653-S	Partial Inspection	12/03	12/04	*	* final insp

**Sanitation Permit Intake: Oct 30th, 2008-Nov26th, 2008**

Week	Permit #	Type	rec'd	field	approved	reason held
11/20-11/26	08-3581-S	Final Inspection	11/21	11/21	11/21	
	08-2982-S	Final Inspection	11/24	11/24	*	*GWI installation
	08-3466-S	Tank Replacement	11/24	11/25		
11/13-11/19	08-2545-S	Final Inspection	11/18	11/19		
	08-2940-S	Final Inspection	11/18	11/19		
	08-0201-S	Final Inspection	11/19	11/20		
	08-3822-S	Tank Replacement	11/19	11/20	11/20	
11/06-11/12	08-3767-S	Minor Alteration	11/10	09/25	11/20	
	08-3763-S	Transfer	11/10	12/01	12/01	
	08-0813-S	Final Inspection	11/12	11/13	11/18	*water standing in trench
10/30-11/05	08-1850-S	Partial Inspection	10/30	10/30	*	*no pump
	08-2547-S	Final Inspection	11/03	11/03	11/03	