



TILLAMOOK COUNTY BOARD OF COMMISSIONERS

Mary Faith Bell - Doug Olson - Erin Skaar

BOARD MEETING

Wednesday, December 18, 2024, 9:00 AM

Join In Person:

County Courthouse, Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook

Join Virtually:

tillamookcounty.gov/bocc/page/meetings-agendas-minutes or 1-971-254-3149, ID: 866 914 607#

Additional viewing options are available at tctvonline.com. Closed captioning and translation options are available for recorded videos at www.youtube.com/@tillamookcounty1434.

More detailed [meeting instructions](#) are available at tillamookcounty.gov/bocc/page/meetings-agendas-minutes. Call 503-842-1814 or send an email to helpdesk@tillamookcounty.gov regarding any meeting technical issues.

MEETING - 2024-12-18 BOCC MEETING AUDIO.MP4

CALL TO ORDER – December 18, 2024 9:00 a.m.

1. [Welcome & Request to Sign Guest List](#)
01:34
2. [Pledge of Allegiance](#)
01:47
3. [Public Comment](#): There were none.
02:10
4. [Non-Agenda Items: Four Unscheduled Agenda Items After Item #7 and Item #29/Commissioner Mary Faith Bell](#)
02:11

LEGISLATIVE - ADMINISTRATIVE

5. [Consideration of an Order in the Matter of Amending the Retirement Plan for Certain Employees of Tillamook County, Oregon/Jeffrey Kirtner, Hershner Hunter, LLP](#)
02:19

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-073.

6. [Consideration of Change Order #1 to Contract #6418 Contract for General Services with Day Wireless Systems for the Upfitting Police Vehicles Project/Matt Kelly, Undersheriff, Sheriff's Office](#)
08:57

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the change order.

7. Consideration of a Contract for Goods with Tillamook Motor Company for the Sheriff's Office Vehicle Purchase/Undersheriff Matt Kelly, Sheriff's Office

10:35

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

UNSCHEDULED: Consideration of a Contract for Goods with Roberson Motors, Inc. for the Sheriff's Office Vehicle Purchase 2025 Ford Durango/Matt Kelly, Undersheriff, Sheriff's Office

11:37

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

UNSCHEDULED: Acknowledgment of Receipt of the Tillamook Bay Watershed Council's Annual Report to Tillamook County/Commissioner Mary Faith Bell

12:45

No motion was made. The Commissioners acknowledged receipt of the annual report.

8. Consideration of an Oregon Department of Emergency Management Emergency Management Performance Grant Program Agreement/Randy Thorpe, Director, Emergency Management

14:21

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the agreement.

9. Consideration of Oregon Department of Emergency Management Homeland Security Grant Agreement #24-231/Randy Thorpe, Director, Emergency Management

18:18

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the grant agreement.

10. Consideration of Professional Services Agreement 24/25-013 with Synergy Health Consulting for Trauma Informed Wellness Trainings and Planning/Marlene Putman, Administrator, Health and Human Services

34:14

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

11. Consideration of Amendment #3 to the Risk Sharing Agreement with CareOregon, Columbia Pacific Coordinated Care Organization, and Tillamook County Community Health Center/Marlene Putman, Administrator, Health and Human Services

37:36

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the amendment.

12. Consideration of Amendment #3 to Contract #6298 with Clair Company for Building Inspection Services/Sarah Absher, Director, Department of Community Development

42:05

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the amendment.

13. Consideration of a Financial Contribution and Membership Pledge to Oregonians for Floodplain Protection/Sarah Absher, Director, Department of Community Development

47:48

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board approved the \$10,000 financial contribution and membership pledge request.

14. Consideration of a Grant Agreement Under the Fiscal Year 2022 Culvert AOP Program with the Federal Highway Administration for the Mill Creek and Mill Creek Trib B Salmon SuperHWY Fish Passage Restoration Bridge Project/Chris Laity, Director, Public Works

58:47

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Chair signed the grant agreement.

15. Consideration of an Order in the Matter of the Reappointment and Appointment of Members to the Tillamook County Road Advisory Committee/Chris Laity, Director, Public Works

1:02:24

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-074.

16. Consideration of a Contract for Goods with Tillamook Motor Company for the Purchase of Two (2) 2025 Ford Escape Vehicles for the Department of Community Development Building Division/Shawn Blanchard, Treasurer

1:08:08

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

17. Consideration of a Personal Services Agreement with MGT Impact Solutions, LLC for a Burso System Subscription/Shawn Blanchard, Treasurer

1:11:38

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

18. Consideration of an Order in the Matter of the Appointment of a Budget Officer for Tillamook County for Fiscal Year 2025-2026/Shawn Blanchard, Treasurer

1:19:00

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-075.

19. Consideration of an Order in the Matter of the Appointment of the County Treasurer as the Solid Waste Service District Budget Officer/Shawn Blanchard, Treasurer

1:20:44

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-076, SWSD #24-010.

20. Consideration of an Order in the Matter of the Appointment of the 4-H & Extension Service District Budget Officer/Shawn Blanchard, Treasurer

1:21:58

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed order #24-077, 4-H & Ext. Service #24-003.

21. Consideration of a Contract for Goods with ODP Business Solutions for Dell Laptop and Equipment Purchase/Rachel Hagerty, Chief Administrative Officer

1:23:24

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

22. Consideration of a Non-Prevailing Wage Rate Contract for Construction with Versatile Networks & Communications for the Assessor and Clerk Offices Network Cable Installation Project/Rachel Hagerty, Chief Administrative Officer

1:25:40

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the contract.

23. Consideration of an Order in the Matter of Appointing a Person to the Position of County Tax Collector/William K. Sargent, County Counsel

1:27:55

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-078.

24. Consideration of an Order in the Matter of the Appointment of the Chair and Vice-Chair to the Tillamook County Board of Commissioners for 2025/William K. Sargent, County Counsel

1:34:03

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-079

25. Consideration of an Order in the Matter of Designating Liaison Responsibilities for the Tillamook County Board of Commissioners for 2025/William K. Sargent, County Counsel

1:36:57

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed Order #24-080.

26. Consideration of Professional Services Agreement with DLR Group Architecture & Engineering, Inc. for the Courthouse Space Planning Assessment Project/Rachel Hagerty, Chief Administrative Officer

1:41:28

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

27. Consideration of Modification #4 to Personal Services Agreement #5052 with Federal Engineering Inc. for the Voted Simulcast for the Tillamook County Public Safety Communication System Project/Rachel Hagerty, Chief Administrative Officer

1:46:41

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the modification.

28. Consideration of a Personal Services Agreement with Trupp, HR Inc. for the Compensation and Pay Equity Study/Rachel Hagerty, Chief Administrative Officer

1:48:41

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

29. Consideration of a Professional Services Agreement with McKinstry Essention LLC for the Technical Energy Audit & Project Development Plan/Rachel Hagerty, Chief Administrative Officer

1:52:07

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the agreement.

UNSCHEDULED: Consideration of a Contract with Avenu Insights & Analytics or the Purchase of Avenu Court Management Software/Honorable Ryan Connell, Justice Court Judge

1:57:21

No motion was made.

UNSCHEDULED: Consideration of Change Order #4 to Contract #6371 Prevailing Wage Rate Contract for Construction Tillamook County and the Saunders Co., Inc., for the Kiwanda Corridor Project: Cape Kiwanda Parking Lot & Restroom/Rachel Hagerty, Chief Administrative Officer

2:21:05

A motion was made by Commissioner Skaar and seconded by Vice-Chair Olson. The motion passed with three aye votes. The Board signed the change order.

30. Board Concerns

2:24:06

Commissioner Olson Appreciation/Commissioner Mary Faith Olson

Commissioner Olson Appreciation and Accomplishments/Commissioner Erin Skaar

OTHER MEETINGS AND ANNOUNCEMENTS

2:27:32

The Commissioners will hold an executive session on **Monday, December 16, 2024** at **9:00 a.m.** pursuant to ORS 109.660(2)(i), to hold a performance evaluation. The executive session will be held in the Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.

The Local Public Safety Coordinating Council (LPSCC) teleconference will be held on **Monday, December 16, 2024** at **12:00 p.m.** The meeting will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue. The teleconference number is 1-971-254-3149, conference ID: 155 859 952#

The Commissioners will attend a Tillamook Lightwave meeting on **Tuesday, December 17, 2024** at **9:30 a.m.** at Tillamook PUD in the Carl Rawe Meeting Room, Tillamook.

The Commissioners will attend Part III of a Local Public Safety Workshop by Portland State University on **Tuesday, December 17, 2024** at **12:30 pm.** The workshop will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The Commissioners will hold a Board Briefing on **Wednesday, December 18, 2024** at **2:00 p.m.** to discuss weekly Commissioner updates. The meeting will be held in the Board of Commissioners' Meeting Room 106 at the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

The Commissioners will hold an executive session on **Friday, December 20, 2024** at **1:00 p.m.** pursuant to ORS 109.660(2)(i), to hold a performance evaluation. The executive session will be held in the Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.

Christmas Eve and **Christmas Day** are observed holidays for Tillamook County. All County offices in the courthouse will be **CLOSED** on **Tuesday, December 24, 2024** and **Wednesday, December 25, 2024**. In addition, the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Community Development Department, Surveyor's Office, and the Health and Human Services Department and clinics will be closed. The State Circuit Court, located in the County Courthouse, will be **CLOSED** on **Wednesday, December 25, 2024**.

Chair Bell recessed the meeting at 11:29 a.m. to go into executive session pursuant to ORS 192.660(2)(h)

Chair Bell reconvened the meeting at 12:01 a.m. – NO AUDIO FILE DUE TO CONNECTIVITY ISSUE

ADJOURN – 12:01 p.m.

Wednesday, December 18, 2024

PLEASE PRINT

Randy Thorpe

(Please use reverse if necessary)

TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING

WEDNESDAY, DECEMBER 18, 2024

PUBLIC COMMENT SIGN-IN SHEET

PLEASE PRINT

[illegible]

Tillamook Bay

WATERSHED COUNCIL

Annual Report

Active habitat restoration project implementation went dormant in 2019 as the Council embarked on initiatives to refocus and become a vibrant force in the community. A capacity grant was received from the Oregon Watershed Enhancement Board (OWEB) for the 2023-2025 biennium to support that process. Despite initial meetings to discuss and plan the next steps, intervening matters beyond the control of the Council stalled these efforts. The Council and the Tillamook Estuaries Partnership (TEP) share common objectives and goals for improved watershed health through education and restoration. To support this goal, a recent agreement was made with TEP to provide technical and fiscal administration for the Council as the parties work together to improve efficiencies.

A part-time Coordinator has been hired to assist the Council in rebuilding its capacity and community connections. To that end, the Council is now seeking three separate proposals from qualified contractors for the following:

- A Strategic Operations Plan for capacity and organization for the Council Board including making judgments that support the Council's purpose and mission; ensuring that the Council complies with all federal, state and local laws and regulations; ensuring the Council acts in an ethical manner in all dealings; providing oversight of finances and fiscal policies; ensuring adequate resources for the Council to fulfill its purpose and mission; hiring and oversight of the Coordinator; reviewing and approving plans consistent with the other conservation plans; reviewing and approving grant proposals; creating committees to address personnel, governance or special projects; and adhering to the Council's By-laws. Paramount to these efforts will be robust community engagement to ensure that the multitude of diverse voices are heard and incorporated.

- A new 10-year Strategic Action Plan. The existing 10-year plan expires in 2025. This document will express the goals and strategies of the Council from 2025 through 2035. A strong component of community involvement will help identify ecological priorities and describe “actions for improvement” to incorporate as a method for adaptive management within the basin.
- The professional services of a marketing firm for branding and website development, marketing strategies and messaging to inform target populations of the importance of the Council’s mission, vision, and programs for quality of life and economic well-being.

Each of these plans is targeted for completion prior to June 2025. Armed with these plans, the Council will thereafter reengage habitat restoration projects.