



TILLAMOOK COUNTY BOARD OF COMMISSIONERS

Erin Skaar - Paul Fournier - Mary Faith Bell

BOARD MEETING

Wednesday, May 14, 2025, 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 - 2025-05-14 BOCC MEETING AUDIO.MP4 **(Commissioner Bell Absent – Out of Office)**

CALL TO ORDER – May 14, 2025 9:00 a.m.

1. [Welcome & Request to Sign Guest List](#)
01:56
2. [Pledge of Allegiance](#)
01:58
3. [Public Comment](#): There were none.
02:19
4. [Non-Agenda Items](#): There were none.
02:49

LEGISLATIVE - ADMINISTRATIVE

5. [Consideration of Housing Production Solutions Fund Grant Agreement #2025-HPSF-6 with Home Start OR LLC for the Anchor St. Two-Eight-Two Project/Parker Sammons, Housing Coordinator, Department of Community Development](#)
03:00

A motion was made by Vice-Chair Fournier and seconded by Chair Skaar. The motion passed with two aye votes. The Board signed the grant agreement.

6. Consideration of a Contract for Goods with Tillamook Motor Company, Inc. for a Public Works Department Vehicle Purchase of a 2025 Ford F550 4x4 Supercab Truck/Chris Laity, Public Works Director

04:42

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

7. Consideration of a Prevailing Wage Contract for Construction with Lyda Excavating, Inc. for the East Creek Road Retaining Wall Project/Chris Laity, Public Works Director

07:21

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

8. Consideration of a Contract for Goods with SC Paving Company for the Tillamook County 2025 Asphalt Procurement Project/Chris Laity, Public Works Director

09:07

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

9. Consideration of a Contract for Goods with Road & Driveway Co. for the Tillamook County 2025 Asphalt Procurement Project/Chris Laity, Public Works Director

11:37

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

10. Consideration Concerning Initiating Title III Projects for Fiscal Year 2024/2025/Isabel Gilda, Administrative Analyst

12:41

A motion to start the initiating process of selecting Title III projects for the Fiscal Year 2024/2025 was made by Vice-Chair Fournier and seconded by Chair Skaar. The motion passed with two aye votes.

11. Consideration of an Order in the Matter of a Notice of Intent to Award a Contract for the Retirement System Administration Services/Rachel Hagerty, Chief Administrative Officer

21:21

A motion was made by Vice-Chair Fournier and seconded by Chair Skaar. The motion passed with two aye votes. The Board signed Order #25-024.

12. Board Concerns: There were none.

25:24

OTHER MEETINGS AND ANNOUNCEMENTS

25:33

A public workshop of the Solid Waste Budget Committee will be held on **Wednesday, May 14, 2025** at **12:30 p.m.** The workshop will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

A public workshop of the Tillamook County Budget Committee will be held on **Wednesday, May 14, 2025** at **1:00 p.m.** The workshop will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

There is **NO** Board Briefing scheduled for **Wednesday, May 14, 2025.**

The Local Public Safety Coordinating Council teleconference will be held on **Monday, May 19, 2025** 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, Tillamook. The teleconference number is 1-971-254-3149, Conference ID: 155 859 952#.

A public workshop of the Tillamook County 4-H/Extension Service Budget Committee will be held on **Thursday, May 22, 2025** at **11:00 a.m.** The workshop will be held in the Board of Commissioners' Meeting Room 106 in 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 pursuant to ORS 109.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. The executive session will be held on **Friday, May 23, 2025** at **1:00 p.m.** in the Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.

The Tillamook County Courthouse, located at 201 Laurel Avenue, Tillamook, Oregon 97141, will undergo essential infrastructure and system upgrades to its elevator beginning **Thursday, June 5, 2025** through **Tuesday, June 10, 2025.** During this time, the elevator will be out of service, but all courthouse and county offices will remain open to the public. Visitors are encouraged to call ahead for appointments and reschedule, if possible, to minimize disruption and ensure accessibility during the upgrade period. Accessibility accommodations include: basement offices can be accessed via the rear basement ramp; a temporary front access ramp will be installed allowing entry to the south entrance and first floor offices; and individuals requiring access to second floor services will be assisted in designated areas located on the basement or first floor, depending on the nature of the business. We appreciate the public's patience and understanding as we complete these necessary improvements to enhance accessibility and service.

Chair Skaar recessed the meeting at 9:29 a.m. to go into executive session pursuant to ORS 192.660(2)(h).

Chair Skaar reconvened the meeting at 11:12 a.m.

ADJOURN – 11:12 a.m.

BOARD OF COMMISSIONERS' BOARD MEETING

Wednesday, May 14, 2025

	Present	Absent		Present	Absent
Erin Skaar	☒	☐	Rachel Hagerty	☒	☐
Paul Fournier	☒	☐	Bill Sargent	☒	☐
Mary Faith Bell	☐	☒			

PLEASE PRINT

<u>Name</u>	<u>Email or Address</u>	<u>Item of Interest</u>
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Isabel Gilda staff

April Bailey

(Please use reverse if necessary)

TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING

WEDNESDAY, MAY 14, 2024

PUBLIC COMMENT SIGN-IN SHEET

PLEASE PRINT

[illegible]

TILLAMOOK COUNTY

SECURE RURAL SCHOOLS AND COMMUNITY SELF-DETERMINATION ACT OF 2000, TITLE III – COUNTY FUNDS

(P.L. 110-343 as amended by P.L. 115-141)

PROJECT SUBMISSION FORM (FY ~~2025/2026~~) 2024-2025

NAME OF PROJECT: Search & Rescue Incident Command Trailer

DATE SUBMITTED: 4/17/25

PROJECT SPONSOR: Tillamook County Sheriff's Office

SPONSOR'S ADDRESS: 5995 Long Prairie Rd Tillamook, OR 97141

CONTACT PERSON: Sheriff Josh Brown

PHONE: 503-815-3324

E-MAIL ADDRESS: Joshua.brown@tillamookcounty.gov

Received

APR 17 2025

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Board of Commissioners

Project is authorized under the following category (see "Allowable Uses" attached):

- ☐ 1. Activities under the Firewise Community program
- ☒ 2. Search & Rescue and other Emergency Services on Federal Forest lands
- ☐ 3. Training & Equipment Purchases directly related to Category 2
- ☐ 4. Develop & Carry Out Community Wildfire Protection Plans

PROJECT LOCATION: Tillamook County

Other Identifiers (Geographic location, Road name or number, Stream name):

PROJECT DESCRIPTION: To purchase a custom-built Search & Rescue Incident Command Trailer designed to provide a centralized location for law enforcement officials and Search and Rescue volunteers to coordinate and execute their Search & Rescue missions.

PROJECT GOALS AND OBJECTIVES: The goals and objectives are to provide a more efficient response, to increase communication, and to have equipment centrally located. This will enable TCSO to provide a more coordinated response to search and rescues. By utilizing this trailer, we can access remote areas easier and perform job tasks directly at the scene, saving valuable time, especially in situations where every second counts. Establishing a base of operations with communication close to the location means more rapid decisions and coordination for an effective operational response. An Incident command trailer provides easy and safe storage for equipment that needs to be used on-site for multiple days in a row. Rapidly deploying critical communications and rapidly establishing mobile command gives first responders the ability to manage operations outcomes. Tillamook County has a lot of remote areas where it is hard to establish a

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centralized command. The Incident Command Trailer with its interior and exterior workspaces will help establish command and control capabilities, along with communication in any location.

Is there an opportunity to tie this Project to an associated Title II Project? Explain:

Proposed Method of Accomplishment:

- ☐ Contract
- ☐ Volunteers
- ☐ Agency (FS/BLM) Employees
- X ☐ County
- ☐ County Corrections (Adult or Juvenile)
- ☐ Non-Profit Organization
- ☐ Other:

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Current status of project preparation: The process is in the beginning steps where trailer design and quotes are being obtained.

Contact person(s) and title for project-specific documentation: Sheriff Josh Brown

Contact's telephone number: 503-815-3324

How does Project meet the purpose of the Legislation? Training & Equipment purchases directly related to Search & Rescue and other Emergency Services on Federal Forest Lands.

How does the Project benefit your Community? The Incident Command trailer will be sent out to establish communication during various situations and can be used in not only emergencies, accidents, or natural disasters but for local or national security threats.

How does the Project improve cooperative relationships among people who use Federal lands and the Federal Management Agency? Tillamook County has a very large portion of Federally owned land that people recreate and use. This Incident Command Trailer will increase public safety with more enhanced and efficient law enforcement and SAR, in these areas. This is especially true in emergency situations.

Anticipated cost of the Project (itemize):

• Review and Consultation Costs:	\$
• Engineering Costs:	\$
• Contact Preparation and Administration Costs:	\$
• Materials and Supplies:	\$215,000
• Monitoring:	\$
• Other Costs:	\$
• Indirect Costs (overhead):	\$
TOTAL COST ESTIMATE:	\$

ESTIMATED START DATE OF PROJECT: 2025

ESTIMATED COMPLETION DATE OF PROJECT: 2026

TOTAL FTE: N/A

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Identify sources of other funding for Project (including amounts): \$18,000 from donations, \$94,000 from the Sheriff's Trust fund, and \$103,000 from Title III funds.

Expected project accomplishments and/or outcomes: To enhance communications and coordination during emergency situations.

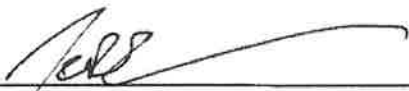
Explain how the Project will create or produce a benefit to the Federal resource: This project will help ensure that emergencies on Federal Land can be taken care of with the use of the Incident Command Trailer if needed.

Describe the monitoring and reporting plan to measure outcome (What measure or evaluation will be made to determine how well the proposed project meets the desired objectives?): The Tillamook County Sheriff's Office will keep monthly hours used and the number of responses used. All documentation associated with the SAR/Incident Response Trailer will be available for audit and accountability purposes.

Other comments:

If a grant is awarded, I understand that the grant funds will be on an expense-reimbursement basis only after County's receipt and approval of all invoices and project reports outlining expenses incurred. _____ (initial)

Submitted to Tillamook County by:



Authorized Signature

JOSHUA R. BROWN

Print Name

SHERIFF

Title

TILLAMOOK COUNTY

Title III: Allowable Uses

(P.L. 110-343 as amended by P.L. 115-141)

Sec. 3. Definitions

(7) FEDERAL LAND.

The term 'Federal land' means—

- (A) land within the National Forest System, as defined in section 11(a) of the Forest and Rangeland Renewable Resources Planning Act of 1974 (16 U.S.C. 1609(a)) exclusive of the National Grasslands and land utilization pursuant to the Act of July 22, 1937 (7 U.S.C. 1010–1012); and
- (B) such portions of the revested Oregon and California Railroad and reconveyed Coos Bay Wagon Road grant land as are or may hereafter come under the jurisdiction of the Department of the Interior, which have heretofore or may hereafter be classified as timberlands, and power-site land valuable for timber, that shall be managed, except as provided in the former section 3 of the Act of August 28, 1937 (50 Stat. 875; 43 U.S.C. 1181c), for permanent forest production.

Sec. 302. Use

(a) Authorized uses

A participating county, including any applicable agencies of the participating county, shall use county funds, in accordance with this title, only—

- (1) to carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires;
- (2) to reimburse the participating county for search and rescue and other emergency services, including firefighting and law enforcement patrols, that are—
 - (A) performed on **Federal land** after the date on which the use was approved under subsection (b);
 - (B) paid for by the participating county;
- (3) to cover training costs and equipment purchases directly related to the emergency service described in paragraph (2); and
- (4) to develop and carry out community wildfire protection plans in coordination with the appropriate Secretary concerned.

(b) Proposals

A participating county shall use county funds for a use described in subsection (a) only after a 45-day public comment period, at the beginning of which the participating county shall—

- (1) publish in any publications of local record a proposal that describes the proposed use of the county funds; and
- (2) submit the proposal to any resource advisory committee established under section 205 of this title for the participating county.