



# TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

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## BOARD OF COMMISSIONERS

**Erin D. Skaar**, Chair

*eskaar@co.tillamook.or.us*

**Mary Faith Bell**, Vice-Chair

*mfbell@co.tillamook.or.us*

**David Yamamoto**, Commissioner

*dyamamoto@co.tillamook.or.us*

## CONTACT

Tillamook County Courthouse

201 Laurel Avenue

Tillamook, Oregon 97141

503.842.3403

[www.co.tillamook.or.us](http://www.co.tillamook.or.us)

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## COMMUNITY UPDATE MEETING

**Tuesday, October 17, 2023 at 8:00 a.m.**

*Teleconference and KTIL-FM at 95.9*

## BOARD MEETING

**Wednesday, October 18, 2023 at 9:00 a.m.**

**Board of Commissioners' Meeting Room 106**

*County Courthouse, Teleconference, and Live Video at [tctvonline.com](http://tctvonline.com)*

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## JOIN THE BOARD OF COMMISSIONERS' MEETINGS

The board is committed to community participation and provides opportunity for public attendance during meetings via in-person and teleconference.

- **Community Update Meetings: Tuesdays at 8:00 a.m.**
  - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
  - Radio: KTEL-FM at 95.9
- **Board Meetings: Wednesdays at 9:00 a.m.**
  - County Courthouse: Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook
  - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
  - Live Video: [tctvonline.com](http://tctvonline.com)

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## MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the staff and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized through a special public notice issued to media and others. Public hearings held by the board are to provide the board an opportunity to hear from the public about a specific topic. Public hearings are therefore different regarding audience participation at board meetings.
- Commissioners shall be addressed by their title followed by their last name.
- Commissioners shall obtain approval from the chair before speaking or asking questions of staff, presenters, and public. As a courtesy, the chair shall allow an opportunity, by the commissioner who has the floor, to ask immediate follow-up questions.
- A majority of the board shall constitute a quorum and be necessary for the transaction of business.
- All board meeting notices are publicized in accordance with public meeting laws.
- All board meetings shall commence with the Pledge of Allegiance.
- The chair will utilize the gavel as needed to maintain order, commence and adjourn meetings, and signal approval of motions.
- The board reserves the right to recess to executive session as may be required at any time during these meetings, pursuant to ORS 192.660(1).
- The 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, contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

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## **PUBLIC COMMENT**

- Providing public comment is an opportunity for constituents to be heard and express their views to the board.
- The board allows public comment at board meetings during the public comment period designated on the agenda.
- Comments are limited to one per person and per agenda item.
- Comments must be related to the agenda item(s) previously registered to comment on.
- The allotted time for public comments is two minutes per person; this time may not be allotted to another speaker. The chair may, at their sole discretion, further limit or expand the amount of time.
- The public comment opportunity is not a discussion, debate, or dialogue between the speaker and the board, which may or may not respond.
- Members of the public do not have the right to disrupt the meeting; the board may prohibit demonstrations such as booing, hissing, or clapping.
- Remarks containing hate speech, profanity, obscenity, name calling or personal attacks, defamation to a person, people, or organization, or other remarks the board deems inappropriate will not be allowed.
- Failure to follow all rules and procedures may result in not being able to provide public comment and/or being removed from the meeting.

### **In-Person Procedures**

- Sign in before the meeting begins and indicate your desire to provide public comment and which agenda item you would like to comment on. When your name is announced, please come forward to the table placed in front of the dais and for the record, first identify yourself, area of residence, and organization represented, if any.

### **Virtual Procedures**

- Register by sending an email to [publiccomments@co.tillamook.or.us](mailto:publiccomments@co.tillamook.or.us) by 12:00 p.m. on the Tuesday prior to the board meeting. The email must contain all of the following information:
  - Full name, area of residence, and phone number.
  - Agenda item(s), you wish to comment on.
- Once registered, and before the start of the meeting, board staff will email a Microsoft Teams meeting link.
- When logged in to the meeting you must remain muted with your camera off until your name is called, then you unmute and turn on your camera.
- The chair may require those providing virtual comment to turn on their camera while providing comment or testimony.

### **Written Procedures**

- Written comments may be mailed to 201 Laurel Avenue, Tillamook, Oregon 97141 or emailed to: [publiccomments@co.tillamook.or.us](mailto:publiccomments@co.tillamook.or.us).
- Written comments received by 12:00 p.m. on the Tuesday prior to the board meeting will be distributed to the board and posted online. All written comments submitted become part of the permanent public meeting record.

## **AGENDAS**

### **COMMUNITY UPDATE**

CALL TO ORDER: Tuesday, October 17, 2023 8:00 a.m.

1. Welcome and Board of Commissioners' Roll Call
2. Adventist Health Tillamook
3. Coastal Caucus
4. Tillamook County Community Health Center
5. Nehalem Bay Health Center & Pharmacy
6. Tillamook Family Counseling Center
7. Sheriff's Office
8. Emergency Management
9. Board of Commissioners
10. Cities
  - a. Manzanita
  - b. Nehalem
  - c. Wheeler
  - d. Rockaway Beach
  - e. Garibaldi
  - f. Bay City
  - g. Tillamook
  - h. South County

### **ADJOURN**

## **MEETING**

CALL TO ORDER: Wednesday, October 18, 2023 9:00 a.m.

1. Welcome & Request to Sign Guest List
2. Pledge of Allegiance
3. Public Comment
4. Non-Agenda Items
5. PRESENTATION

[Salmonberry Trail](#)/Caroline Fitchett, Executive Director, Salmonberry Trail Foundation

## **LEGISLATIVE – ADMINISTRATIVE**

6. Discussion and Consideration of an [Order in the Matter of a Notice of Intent to Award a Contract](#) for the District Attorney Office Remodel Project/Rachel Hagerty, Chief of Staff; Aubrey Olson, District Attorney
7. Discussion and Consideration of a [Contract for Goods](#) with Landmark Ford Lincoln for a Vehicle Purchase for the Health Department/Marlene Putman, Administrator, Health and Human Services
8. Discussion and Consideration of a [Master Services Agreement with TeamDynamix](#) for a Help Desk Ticketing System/Jeff Underwood, Information Technology Operations Manager, Information Services
9. Discussion and Consideration of a [Prevailing Wage Contract for Construction with Chown Hardware](#) for the Courthouse Exterior Door Replacements Project/Kevin Jolly, Facilities Supervisor
10. Discussion and Consideration of a [Cooperative Purchase Agreement](#) with GovSpend for Procurement Subscription Services/Isabel Gilda, Executive Assistant, Board of Commissioners
11. Discussion and Consideration of an [Out-of-State Travel Request for Erin Skaar](#) to Attend the Northwest Rural Investment Strategy Summit in Skamania, Washington, 11/1–11/2/2023/Commissioner Erin Skaar
12. Discussion and Consideration of a Department of Justice Office of Justice Programs for a Bureau of Justice Assistance Fiscal Year 23 [Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program Grant](#)/Commissioner Erin Skaar
13. Discussion and Consideration of a [Right of Entry Agreement](#) with Verizon Wireless to Inspect the Site and/or to Temporarily Locate Communications Equipment on the Site located at 26476 Wilson River Highway, Tillamook, Oregon, Township 1S, Range 7W, Section 7, Tax Lot 800 (Fall Creek)/Rachel Hagerty, Chief of Staff

14. Discussion and Consideration of a [Right of Entry Agreement](#) with Verizon Wireless to Inspect the Site and/or to Temporarily Locate Communications Equipment on the Site located at 13990 Wilson River Highway, Tillamook, Oregon, Township 1S, Range 8 West, Section 18B, Tax Lot 600 (Ming Creek)/Rachel Hagerty, Chief of Staff
15. Discussion and Consideration of an Oregon Parks and Recreation Department [Local Government Grant Program Agreement](#) for the Kiwanda Corridor Project-Cape Kiwanda Parking Lot/Rachel Hagerty, Chief of Staff
16. Discussion and Consideration of a Department of Justice Office of Community Oriented Policing Services Fiscal Year 23 [Technology and Equipment Program Grant Agreement](#) for Equipment, Technologies, and Interoperable Communications/Rachel Hagerty, Chief of Staff
17. Board Concerns
18. Board Announcements

## **ADJOURN**

## **OTHER MEETINGS AND ANNOUNCEMENTS**

The Local Public Safety Coordinating Council (LPSCC) teleconference will be held on **Monday, October 16, 2023** 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, Oregon. The teleconference number is 1-971-254-3149, Conference ID: 155 859 952#.

The Commissioners will hold a Commissioners' Candidate Interview on **Monday, October 16, 2023** at **5:00 p.m.** The meeting will be held at the Tillamook Bay Community College, Rooms 214/215, 4301 Third Street, Tillamook, Oregon. The teleconference number is 1-971-254-3149, Conference ID: 589 644 589#.

The Commissioners will hold an executive session on **Tuesday, October 17, 2023** at **11:00 a.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The executive session will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. The executive session is not open to the public.

The Commissioners will hold a Board Briefing on **Wednesday, October 18, 2023** at **2:00 p.m.** to discuss weekly Commissioner updates. The meeting will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. The teleconference number is 1-971-254-3149, Conference ID: 736 023 979#.

The Commissioners will attend a Tillamook Lightwave Meeting on **Tuesday, October 24, 2023** at **9:30 a.m.** The teleconference number is 1-253-215-8782, Conference ID: 899 5732 9678#.