



WASCO COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL SESSION
FEBRUARY 7, 2012

PRESENT: Rod L. Runyon, Chair of Commission
Sherry Holliday, County Commissioner
Scott C. Hege, County Commissioner
Tyler Stone, Administrative Officer
Kathy McBride, Executive Assistant

At 9 a.m. Chairman Rod Runyon called the Special Session to order.

DARRIN ECKMAN, TENNESON ENGINEERING. Approval of Contract for the Hunt Park Redevelopment Project between Wasco County and Andrew G. Ontko Contracting.

Darrin Eckman, Tenneson Engineering, stated that in addition to the Board's consideration of the letter to the Mid-Columbia Building Codes Services and the Oregon Department of Environmental Quality, and the Forest-Farm Management Easement he has other documents that need to be approved today. Eckman noted that the Forest-Farm Management Easement is required by the Wasco County Planning & Development Department. If the Board agrees to approve the Easement it would require that Chairman Runyon's signature be notarized by a Notary Public.

Tyler Stone, Administrative Officer, stated that the Forest-Farm Management Easement is meant for residential properties; that the property owner won't interfere or sue an adjacent agriculture producer. He has asked that John Roberts, Planning & Development Director, research whether this Easement would apply to the County's property. Stone's preference is that the Board would not sign this Easement since the adjacent Ag operation, the irrigation ditch, is causing significant damage to the fairgrounds buildings. He requested that the Board approve the Easement contingent upon staff recommendation.

Some discussion occurred regarding the Forest-Farm Management Easement.

{{{Commissioner Hege moved to approve the Forest-Farm Management Easement for the County owned property located in Tygh Valley, Oregon; said approval is contingent upon the recommendation of John Roberts, Wasco County Planning & Development Director. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

Eckman informed the Board of Commissioners on the need for the letter to the Mid-Columbia Building Codes Services and the Oregon Department of Environmental Quality, (Attached as Exhibit A). He explained that the on-site sewer system is not overseen by Building Codes. The system falls under the Oregon Department of Environmental Quality (DEQ). DEQ is currently three to four months behind from the date they receive an application. Building Codes will not issue a permit until DEQ signs off on the permit. The County wants construction to begin immediately in order to get the project completed before summer. Eckman noted that Building Codes has stated that they are willing to issue the permit without DEQ's signoff as long as the Board of Commissioners sends this letter agreeing that the sewer system will not be used until the permits are approved. The County could not connect our black water tanks to the sewer system.

Eckman stated that we have a two month construction project. The County has not submitted our application yet since we are waiting for the soil survey from the North Central Public Health District.

Some discussion occurred.

*****It was the consensus of the Board of Commissioners to approve the letter to Robert Futter, Mid-Columbia Building Codes Services, and Paul DeVito, Oregon Department of Environmental Quality***.**

Eckman noted that the County has received the Performance and Payment Bonds and the signed Agreement from the Contractor. He is waiting for the insurance certificates to be printed out so the Agreement document has not been bound. He has prepared four signature pages for the Board's approval.

{{{Commissioner Holliday moved to approve the Agreement for the Hunt Park Redevelopment Project between Wasco County and Andrew G. Ontko Contracting. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Eckman stated that he has prepared the Notice to Proceed for the Hunt Park Redevelopment Project. This Notice will allow the Contractor to begin construction. The Contractor has until April 12, 2012 to substantially complete the project. A

preconstruction meeting is scheduled for February 9th. The Contractor plans to begin construction on Monday, February 13, 2012.

{{{Commissioner Hege moved to approve the Notice to Proceed for the Hunt Park Redevelopment Project. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

Eckman noted that the Contractor plans to work ten hour days, Monday through Thursday, and a half day on Friday.

The final item that needed the Board's approval was Change Order #1. Eckman noted that the Agreement document specifies that the owner would pay for the Building Codes plumbing and site permit. The site permit costs \$580 while the plumbing permit is almost \$2,400. Building Codes will not allow the County to pay for the plumbing permit fee since they require that the license plumber obtain the permit. The County originally intended that the County would pay the fee directly to Building Codes. Eckman stated in fairness the Contractor never planned on paying for this fee. The total cost of the Agreement will increase to \$224,493.90.

Some discussion occurred.

{{{Commissioner Hege moved to approve Change Order #1 in the amount of \$2,365.20 for the cost of the plumbing permit for the Hunt Park Redevelopment Project. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

Stone informed the Board of Commissioners that he sat down with County Clerk Linda Brown and Facilities Manager Fred Davis after last week's meeting. Stone does not see where the County can split the Clerk's Office ADA Counter Project and the Work Stations/Printer Tables Project into two separate and distinct projects. It is his opinion that it is one project. Additionally with the additional work the \$25,000 bidding threshold would come into play and this project would need to go out to bid. Stone requested that the Board rescind their motion of February 1, 2012 authorizing the purchase of the work stations and printer tables for the County Clerk's Office. This project will be addressed in this year's budget process.

{{{Commissioner Holliday moved to rescind the Board of Commissioners' decision of February 1, 2012, authorizing the purchase of work stations and printer tables for the Clerk's Office from OM Workspace in the amount of \$10,608. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

CONSIDERATION AND APPROVAL of the Special Session Consent Agenda of February 7, 2012, (Attached as Exhibit B).

{{{Commissioner Hege moved to approve the Special Session Consent Agenda of February 7, 2012 as presented. Commissioner Holliday seconded the motion; it was then passed unanimously.}}}

CONSIDERATION of items listed on the Discussion List of February 7, 2012, (Attached as Exhibit C).

Item #1

The Board considered the approval of the License and Easement between Wasco County and the United States of America, Department of Energy, Bonneville Power Administration.

{{{Commissioner Holliday moved to approve the Easement and License between Wasco County and the United States of America, Department of Energy, Bonneville Power Administration. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Other Business:

Kathy McBride, Executive Assistant, presented to the Board her letter of resignation. McBride is retiring from the County after 30+ years of service. She has accepted a job with the Northern Wasco County People's Utility District as their Executive Assistant/Media Coordinator.

Some discussion occurred.

{{{Commissioner Holliday moved to accept the letter of resignation from Kathy McBride, Executive Assistant, with regret. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

The Board recessed at 9:29 a.m.

The Board reconvened at 9:33 a.m.

**MARTY MATHERLY, WASCO COUNTY PUBLIC WORKS DIRECTOR/
ROADMASTER. Update of Transportation Improvement Plan.**

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Marty Matherly, Wasco County Public Works Director/Roadmaster, informed the Board that the Planning & Development Department was repainted this last weekend. New carpet will be laid this weekend. The Department should be put back together next week.

Matherly distributed a handout to the Board which lists the four different service ratings for the Public Works Department Transportation Improvement Program, (Attached as Exhibit D).

Matherly noted that they will be approaching the prioritization of the County roads differently today. They will be discussing the roads within the five different Districts. Don Uhalde, Road Superintendent, and Arthur Smith, Project Manager, were present to assist the Board of Commissioners in discussing the County maintained roads.

Art Smith stated that the County maintains almost 700 miles of County roads.

The first District to be discussed was the Antelope District, followed by the Wamic District, Dufur District, Mosier District and The Dalles District.

The Public Works Department will prepare the draft listing of the Transportation Improvement Schedule for the Board's consideration and adoption. A tour of County roads will be scheduled sometime in the near future.

At 11:56 a.m. the Board recessed until 3 p.m. at which time they will be meeting with the Wasco County Planning Commission at the Columbia Gorge Discovery Center.

**JOINT WORK SESSION WITH THE WASCO COUNTY PLANNING
COMMISSION.**

The Board reconvened at 3 p.m. to meet with the following members of the Wasco County Planning Commission: Vicki Ashley, Jill Amery, Russell Hargrave, Ken McBain, Don Hoffman, Chip Wood, and Mike Omeg. Also present was John Robert, Wasco County Planning & Development Director, and Brad DeHart.

The following is a summary of discussion points which were discussed during the Joint Work Session with members of the Wasco County Planning Commission.

- The work session was valuable to both parties and should be conducted more frequently (e.g., once a year). Topics to be discussed at these work sessions could include the County Commissioners/Board's strategic goals.

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- It was discussed and agreed that the Planning Commission include two alternates to the Commission. These alternates would serve an active role on the Commission and vote when a regular Planning Commissioner was not present. Serving as an alternate is analogous to an "on-ramp" to be appointed on the Planning Commission.
- Planning Commission members will be recommended to the County Commissioners by a five member Advisory Committee comprised of the Planning Commission Chairperson and Vice-Chairperson, Planning Director, County Commissioner or appointee and one City of The Dalles Planning Commissioner. This committee will undertake the process necessary to identify and recommend candidates for the Planning Commission.
- The re-appointment process should start 90 days in advance of a term expiring.
- Vacancies for Planning Commission should only be advertised when a reappointment is not recommended.
- Longevity on the Planning Commission is good and as such a limit for terms served should not be pursued. Diversity in experience, background, and geography in County amongst Planning Commissioners is also encouraged.
- The Chairperson and Planning Director should use their discretion to provide feedback to newly appointed Planning Commissioners after their first year of service (i.e., peer-review process).
- An application for a vacancy should automatically imply you will be interviewed for the position.
- A "code of conduct" similar to the Gorge Commission should be explored to be included in the Planning Commission manual.

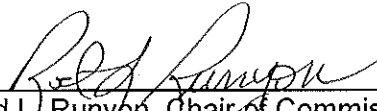
The Board signed:

- Order in the matter of the Wasco County Planning & Development Department's request to deny the proposed request to construct a 2,400 square foot dwelling and chimney and a 576 square foot attached garage on a property approximately .79 acres in size and located in the Special Management Area (SMA) of the National Scenic Area (NSA) within Wasco County.
- License between Wasco County and the United States of America, Department of Energy, Bonneville Power Administration.
- Easement between Wasco County and the United States of America, Department of Energy, Bonneville Power Administration.
- Forest-Farm Management Easement.
- Contract for the Hunt Park Redevelopment Project between Wasco County and Andrew G. Ontko Contracting.
- Change Order #1 for the Hunt Park Redevelopment Project.

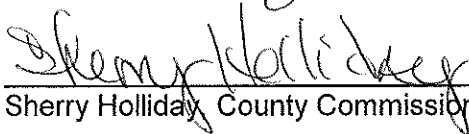
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The Board adjourned at approximately 4:47 p.m.


WASCO COUNTY BOARD OF
COUNTY COMMISSIONERS



Rod L. Runyon, Chair of Commission



Sherry Holliday, County Commissioner



Scott C. Hege, County Commissioner

February 3, 2012

Mr. Robert Futter
Mid-Columbia Building Codes Services
312 Court Street, Suite 415
The Dalles, Oregon 97058

Mr. Paul DeVito
Oregon Department of Environmental Quality
475 NE Bellevue, Suite 110
Bend, Oregon 97701

Reference: Wasco County - Hunt Park Redevelopment Project

Dear Sirs:

As you are aware, Wasco County has designed and accepted bids for redevelopment of a portion of Hunt Park located in Tygh Valley, Wasco County, Oregon. This facility will eventually be served by a large on-site septic system to be designed and permitted through the Oregon Department of Environmental Quality (DEQ) under a Water Pollution Control Facilities (WPCF) permit. Due to timing however, this permit may not be issued prior to beginning construction of the other improvements within the project. As the Owner, we request that the Mid-Columbia Building Codes Services allow for construction to proceed on the majority of the project prior to receiving the Sanitarian approval. As a condition of this request we the Owners and operators of the park, Wasco County and its elected officials, hereby agree and warrant that all sanitary sewer services will be padlocked closed, and kept from use until such time that approval through the D.E.Q. permit process is completed. Only after Wasco County has received a W.P.C.F. permit to operate the aforementioned on-site septic system, will these sanitary sewer receptacles be unlocked and placed in operation. We appreciate your assistance and flexibility in allowing this project to proceed.

Sincerely,

Wasco County
Board of County Commissioners

Ron Runyan, Chair

DOE:mp
<wo#13151>

cc: Tenneson Engineering Corporation
Tyler Stone, Wasco County
Dawn Baird, Wasco County Planning Department

**WASCO COUNTY BOARD OF COMMISSIONERS
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CONSENT AGENDA

1. Order in the matter of the Wasco County Planning & Development Department's request to deny the proposed request to construct a 2,400 square foot dwelling and chimney and a 576 square foot attached garage on a property approximately .79 acres in size and located in the Special Management Area (SMA) of the National Scenic Area (NSA) within Wasco County.

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DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Consideration and approval of the License and Easement between Wasco County and the United States of America, Department of Energy, Bonneville Power Administration.

ON HOLD:

1. Discussion on Scope of Work and Proposed Budget for Updates and Maintenance to Wasco County Website.
2. Consideration of the letter of interest received from Jim Winterbottom, The Dalles Disposal Service Site Manager, for the opening on the Wasco County Solid Waste Advisory Committee.

WASCO COUNTY PUBLIC WORKS

TRANSPORTATION IMPROVEMENT PROGRAM

SERVICE RATINGS

Economy – Significant land uses that affect or are affected by the County Road

Ag Crops – Grain or grass crops such as wheat, hay, and alfalfa

Orchards – Fruit crops such as cherries, apples, and vineyards

Stock – Any livestock animals such as cattle, sheep and hogs

Logging – Now includes pre-commercial thinning or fuels reduction work

Industrial – Any non-agricultural business such as rock pits or batch plants

Recreation – Significant activities that affect or are affected by the County Road

Hunting – All hunting including big game and upland

Lake Access – Should include stocked fishing sites like Baker pond and Miller pond

Stream Access – Many roads have bridges which allow creek or stream access

Scenic Drive – This could also include well used bike routes

Camp Site Access – This could also include RV parks

Park Access – Hunt Park in Tygh Valley, Maupin City Park, etc

Resort Access – Venues such as The Dalles Mt Ranch and Camp Baldwin could fit here

Service – Significant transportation uses that affect or are affected by the County Road other than school bus routes or mail routes

Commercial Business – Includes a variety such as wineries and small home businesses

Commercial Haul – Major haul routes for non-agricultural products

Market Haul – Farm to Market roads or major agricultural haul routes

Commuter – Traffic volume that is not business or farm related. Rural housing developments

Inter-Community Connection – Wamic to Tygh Valley route is an example

Community – Significant service buildings that affect or are affected by the County Road

Church – Includes small religious groups or assemblies

Grange – Only four active grange halls in Wasco County now

School – Includes faith based and private schools

Fire Station – Includes volunteer fire stations or fire protection district offices

Post Office – Only a few rural post offices left

Shopping Center – Local markets like Kramer's in Dufur could be rated as a shopping center