

AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
September 15, 2015
8:30 A.M.

PLEDGE OF ALLEGIANCE

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
 - A. (2)(d) Deliberations with Labor Negotiators
 - B. (2)(f) Information or Records Exempt from Public Inspection
 - C. (2)(h) Consultation with Counsel

2. **CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person- scheduled to begin at 9:30 AM**

3. **DEPARTMENT HEADS**
 - A. Request Approval of Proclaiming October 4-10 as South Coast Folk Week- BOC
 - B. Presentation of Report from Rural Tourism Studio on Wild Rivers Coast Strategic Planning- BOC
 - C. Request Approval to Extend Waiver of Fees for Metal Collection- Solid Waste (SW)
 - D. Request Approval of Contract for Scrap Metal Removal at Beaver Hill- SW
 - E. Request Award of Timber Sale- Forestry
 - F. Request Approval to Call Up of Appeal 15-03 & Appoint Hearings Officer- Planning

4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
Regular Meeting Minutes- August 18, 2015

 - B. **Orders & Resolutions**
Resolution 15-09-116P, In the Matter of Granting Salary Merit Step Increase for Valerie Goldrick Retroactive to July 1, 2015
Resolution 15-09-117P, In the Matter of Granting Salary Merit Step Increase for Various Employees Retroactive to August 1, 2015
Resolution 15-09-118P, In the Matter of Filling a Vacant Position Effective September 1, 2015
Resolution 15-09-119P, In the Matter of Filling a Vacant Position Effective September 1, 2015
Resolution 15-09-120P, In the Matter of Filling a Vacant Position Effective September 1, 2015
Resolution 15-09-121P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective September 1, 2015
Resolution 15-09-122P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 15-09-123P, IN the Matter of an Add Pay for Melissa Hager Effective Retroactive to July 13, 2015

 - C. **Items Previously Approved (authorize Chair to sign where necessary)**
Contract Amendment with Coquille Watershed Association- Planning
Annual Advertising Contract with Lee Enterprises dba The World- County Counsel

5. **LATE AGENDA ITEMS**

6. **COMMISSIONERS REPORTS**

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Executive Session Requested

Department: Counsel **Requested Agenda Date:** 9/15/15

Contact Person: Keith Leitz **Phone/Ext.:** 7690

Background and description of need or problem: Need executive session for multiple purposes:

- ORS 192.660(2)(d) – to conduct deliberations with persons designated by the governing body to carry on labor negotiations
- ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection.
- ORS 192.660(2)(h) – consulting with regard to current litigation and litigation likely to be filed

Requested Action: Go into Executive Session during Board meeting as stated above.

Date: 9/9/15 **Signature of Dept. Head:** 

If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline.** Counsel will forward to Treasurer.

- If this is a contract or grant:
- Is the contract or grant an original?
 - Is the Contract/Grant Summary Form attached?
 - Is the contract signed first by the vendor (except state/federal grants or contracts)?
 - If insurance is required, is the insurance certificate attached?
 - Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: _____

BOC forwards signed Contract/Grant to: n/a

①

BOC only: Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Proclaiming Week of October 4-10 as South Coast Folk Week

Department: BOC

Requested Agenda Date: 9/15/15

Contact Person: Bob Main

Phone/Ext.: 7540

Background and description of need or problem: see the attached proclamation

Funding Source: n/a

Requested Action: Approve proclaiming October 4-10, 2015 as South Coast Folk Week in Coos County

Date: _____ **Signature of Dept. Head:** _____

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County Counsel _____

Treasurer _____

Human Resources _____

3A

1 In the Matter of Proclaiming)
2 South Coast Folk Week in) PROCLAMATION
3 In Coos County)

4
5 WHEREAS an international organization, the Country Dance and Song
6 Society, has selected the South Coast Folk Society as one of just
7 six communities participating in its Centennial Tour, and

8 WHEREAS from Oct. 4 through Oct. 10, the South Coast Folk Society
9 is hosting a skilled team of musicians, teachers, and dance
10 leaders to "Spread the Joy" of traditional American dance, song,
11 and music in local schools and at public events, and

12 WHEREAS playing music, enjoying contra and square dancing and
13 singing together are pastimes accessible to people of all ages,
14 and

15 WHEREAS participation in these traditional American pastimes
16 promotes personal enjoyment, family togetherness, and community
17 well-being,

18 NOW, THEREFORE, we the Coos County Commissioners, proclaim
19 October 4-10, 2015 as "South Coast Folk Week" throughout
20 our county and encourage citizens of all ages to participate in
21 the Folk Week events, learn new things, and experience the joy of
22 traditional song, dance and music.

23
24 Robert "Bob" Main
25 Chairman

24 John W. Sweet
25 Commissioner

24 Melissa Cribbins
25 Commissioner

26
27
28

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Rural Tourism Studio Report on Wild Rivers Coast Strategic Planning

Department: BOC

Requested Agenda Date: 9/15/15

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem:

Funding Source:

Requested Action: Enjoy the report as presented

Date: _____ **Signature of Dept. Head:** _____

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County Counsel _____

Treasurer _____

Human Resources _____

BOC only:

Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request to extend the timeframe for Waiver of Fees for Metal Collection

Department: Solid Waste

Requested Agenda Date: September 15, 2015

Contact Person: Cheryl Westgaard

Phone/Ext.: 7623

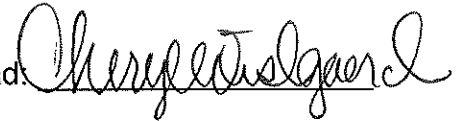
Background and description of need or problem: For several years the Commissioners allowed the Solid Waste Department to waive fees for metal during the annual metal collection events held by the department. In 2013 it was decided to waive the fees for a year at a time instead of just during the collection events. We then have reviewed this on an annual basis. At this time, I would like to ask for another extension to waive fees for metal to September 30, 2016. This requires permission from the Board of Commissioners to waive the fees for incoming metal during this time period. The Department believes we bring in unwanted metal and household appliances that would otherwise be disposed of at individual's rural property or dumped alongside the county roads. The department will continue to bring in monies paid to us by the company that bales and hauls away the metal.

Funding Source: N/A

Requested Action: Allow Solid Waste Department to waive fees for metal received at the Beaver Hill Transfer Station until September 30, 2016.

Date: September 4, 2015

Signature of Dept. Head:



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Departments Affected:

COUNSEL: KAL

TREASURER: B

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filed with Clerk) Contract/Agreement/Grant No.: _____

Name/Agency Name and Address: Cascade Metal Recycling, 2207 NE Industry Drive, Grants Pass, OR 97526

Contact Person: Don Roemer Phone No. 541-479-8017

Amount of Contract/Grant Award: \$ to pay Solid Waste Dept 50% of the #2 bundle price (as quoted by American Metal Market Export Yard Buying Prices of San Francisco)

Payment Terms: 45 days from metal being removed from Beaver Hill (state lump sum or amount and time of payments)

Start Date: upon signature End Date: September 30, 2017

County Department and Employee Responsible for Performance: Solid Waste Department - Cheryl Westgaard

Description: removal of scrap metal from Beaver Hill Transfer Site

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have it's own summary form.

- New Renewal Modification
 Previous Amount: \$ Original Amount: \$
 Previous Date: Original Date:
- Automatic Renewal? Yes No Staff Requirements: New Existing Subcontract
- Will unemployment cost be incurred? Yes No

PUBLIC CONTRACTING INFORMATION

- Method of Selection:**
- Bid None
 Quote Other _____
 Proposal
- Type of Contract:**
- New (complete sections below)
 Renewal (no need to complete sections below)
 Modification (no need to complete sections below)

- Type of Contract:**
- Goods and Services - If Not Using Bid or Proposal, Mark Exemption:**
- | | |
|--|--|
| <input type="checkbox"/> Under \$10,000
<input type="checkbox"/> Under \$50,000 for Quotes
<input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes
<input type="checkbox"/> Sole Source
<input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Equipment Maintenance
<input type="checkbox"/> Office Supplies
<input type="checkbox"/> Used Vehicles
<input type="checkbox"/> State Purchasing
<input checked="" type="checkbox"/> Other <u>CONTRACTOR TO PAY COUNTY</u> |
|--|--|
- Public Improvement - If Not Using Bid, Mark Exemption:**
- | | |
|--|---|
| <input type="checkbox"/> Under \$5,000
<input type="checkbox"/> Under \$50,000 for Quotes
<input type="checkbox"/> Under \$100,000 & Not a Transportation Project for Quotes | <input type="checkbox"/> Alternative Contracting Method Approved by Board
<input type="checkbox"/> Other _____ |
|--|---|
- Personal Services Contract - If Not Using Proposal, Mark Exemption:**
- Under \$50,000
 Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Form of contract: Oral Written (attach the written contract)

Date Approved by BOC: _____	Reviewed by Counsel: <u>KAC</u>
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BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Award of Timber Sale

Department: Forestry

Requested Agenda Date: 9/15/15

Contact Person: Lance Morgan

Phone/Ext.: 7751

Background and description of need or problem: Pursuant to instruction given at Department Head Meeting held on August 25, 2015, The Coos County Forestry Department received bids on September 3rd for Timber Sale BH-5-15, Sniper Ray Ridge Sale (this sale was offered in March and received no bids). We have received one bid which was from Scott Timber Company. The value of the sale is \$579,200.46.

Funding Source: N/A

Requested Action: Request that the Board award the timber sale to Scott Timber Company.

Date: 9/3/15

Signature of Dept. Head: 

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Departments Affected:

COUNSEL: KAL

TREASURER: B

HUMAN RESOURCES: nk

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: _____



COOS COUNTY TIMBER SALE

Timber Sale Name: SNIPER RAY RIDGE SALE

Timber Sale No.: BH-5-15

Opening Date and Time: September 3, 2015 at 1:00 a.m.

Place: Coos County Forestry Department Office, 1309 W Central, Coquille, OR

The undersigned agrees to accept and perform all of the above terms and conditions as stated in the form of contract for the above-cited timber sale, and bids, and will pay:

ON THE BASIS OF PRICE PER THOUSAND BOARD FEET FOR:

Bid Species:

Sitka Spruce, sawmill grade and better,

ONE HUNDRED EIGHTY FOUR

AND 77/100

Dollars (\$184⁷⁷)/MBF.

Minimum grades and volumes for bid species are stated in the sale prospectus.

No bid species and grades will remain as shown in the contract:

Douglas Fir.....\$380.00/MBF	Spruce, 3R.....\$ 50.00/MBF
Douglas Fir, 3R.....\$ 75.00/MBF	Port Orford and Red Cedar.....\$380.00/MBF
Hemlock.....\$220.00/MBF	All Other Conifer.....\$275.00/MBF
Hemlock, 3R.....\$ 50.00/MBF	Alder.....\$ 35.00/Ton
White Fir.....\$275.00	

Enclosed is a bid deposit (to Coos County) as required, consisting of a Bid Bond in the amount of \$56,000.00.

The undersigned agrees to execute and deliver the contract, initial payment, required certificates of insurance, and performance bond, within thirty (30) days of the date of the written notification of high bid; and that any cash bid deposit may be applied to the first required sale payment.

The undersigned understands that the bid is irrevocable and further agrees that if he/she fails to qualify under the terms of the contract within the thirty-day period, the bid deposit shall become the property of Coos County as liquidated damages.

NOTE: The completed "Certification of Eligibility to Bid Form" must be enclosed, and the following "Certification of Independent Price Determination" must be signed.

CERTIFICATION OF INDEPENDENT PRICE DETERMINATION: Subject to the penalties prescribed in 18 U.S.C. 1001, and ORS 646.705 through 646.836 bidder certifies and represents, by signing this bid form, that the following representations are accurate and complete:

- A. By submission of this bid each Bidder also certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this sale:
 - 1) The prices in this bid have been arrived at independently, without consultation, communication, or agreement, as to any matter relating to such prices with any other bidder or with any potential competitor;
 - 2) The prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening of bid, directly or indirectly to any other bidder or to any potential competitor; and
 - 3) No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

COMPLETE REVERSE SIDE

BOC only: Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Call up of Appeal 15-03 and Appointment of a Hearings Officer ✓

Department: Planning Department

Requested Agenda Date: September 15, 2015

Contact Person: Jill Rolfe, Planning Director

Phone/Ext.: 7770

Background and description of need or problem: Department received an application from Jordan Cove Energy Project, L.P. (ACU-15-21) for construction of a dedicated eastbound right-turn lane at intersection of US 101 at Transpacific Parkway as recommended by ODOT to mitigate for transportation impacts associated with the liquefied natural gas facility project. This was approved and the Planning Department has received an appeal (AP-15-03). The request is to have the Board call the matter up and appoint a hearings officer to be consistent with the other Jordan Cove reviews.

Funding Source: Planning Department

Requested Action: Request that appeal be called up by the Board of Commissioners and a Hearings Officer be appointed to hear the matter.

Date: September 3, 2015

Signature of Dept. Head: Jill Rolfe

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Departments Affected:

COUNSEL KH _____

TREASURER: n/a _____

HUMAN RESOURCES: n/a _____

3F