

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
August 18, 2015
8:30 A.M.

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

PLEDGE OF ALLEGIANCE

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 Permission to Use Right-of-Way to Johnson Mill Pond- Coos Health & Wellness (CHW)
- B. Request Approval of Contract Amendment with SHAMA- CHW
- C. Request Approval of Contracts with AmeriCorps & Authorize Chair to Sign- CHW
- D. Request Approval to Downgrade Admin Aide II Position to Staff Accountant/Advertise & Fill- CHW
- E. Request Approval of IGA Amendment for Household Hazardous Waste Program- Solid Waste
- F. Request Approval to Advertise/Fill Vacant Positions & Establish Hiring List- District Attorney
- G. Request Approval of Contract for Aerial Spraying-Forestry
- H. Request Approval to Purchase Copiers/Maintenance Agreements- Information Technology (IT)
- I. Request Approval of IGA #5113 with Dept of Corrections & Authorize Chair to Sign- Community Corrections
- J. Request Approval of Plan for 2015/17- Community Corrections
- K. Request Approval to Fund K-9 for Coos Bay Police Department- SCINT
- L. Request Approval to Purchase Pickup- Parks
- M. Request Approval to Purchase Commercial Mower- Parks
- N. Request Approval of Amendment #1 to Flexible Service Maintenance Agreement with ODOT- Road
- O. Request Award of Contract for 2015 Paving Project- Road
- P. Request Approval to Create/Post/Fill Public Works Director- Human Resources
- Q. Request Approval of Resolution Amending County Rules, Chapter 10, Personal Services Contracts- County Counsel
- R. Discussion re: Disabled Veterans Passes for Parks- BOC
- S. Discussion re: Comments on BLM Plan- BOC

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.

4. **CONSENT CALENDAR- administrative matters not up for discussion**

A. **Orders & Resolutions**

- Order 15-07-032PL, In the Matter of Initiating a Vacation of an Alley in Block 4 Within TL 5600, and a Portion of Harrison Avenue between Blocks 4 & 7 of Bennett's Bandon Beach Plant "A", Located in Coos County, Oregon
- Order 15-08-036C, In the Matter of Appointing Frances Smith to Replace Joy Parker on the Coos County Library Service District Board
- Order 15-08-037C, In the Matter of Appointing Richard Litts to be Coos County Weed Advisory Board
- Amended Resolution 15-07-100, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective July 1, 2015
- Resolution 15-08-106B, In the Matter of a Transfer of Expenditure Appropriations in the Amount of \$100,000 Within the Public Works Fund
- Resolution 15-08-107P, In the Matter of a Salary Adjustment Due to Certification for John Cooper II a Coos County Employee Retroactive to July 1, 2015
- Resolution 15-08-108P, In the Matter of a Longevity Increase for Gloria Marone Effective August 1, 2015
- Resolution 15-08-109P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective August 1, 2015
- Resolution 15-08-110P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
- Resolution 15-08-111P, In the Matter of Ratifying Budget Personnel Changes Adopted in the 2015-16 FY Budget on the Coos County Payroll Effective Retroactive to July 1, 2015
- Resolution 15-08-112P, In the Matter of Granting Salary Merit Step Increase for April Leonard Retroactive to May 1, 2015
- Resolution 15-08-113P, In the Matter of Granting Salary Merit Step Increase for Pallav Pareek Retroactive to July 1, 2015
- Resolution 15-08-114P, In the Matter of a Salary Adjustment for Denise Harris Effective Retroactive to July 1, 2015

B. **Items Previously Approved (authorize Chair to sign where necessary)**

- Temporary Liquor License Application- Bay Area Chamber of Commerce
- NACCHO Contract Modification & Ratification of Director's Signature- CHW

C. **Software Licenses/Maintenance Agreements (authorize Chair to sign where necessary)**

- Service Order with LS Networks- IT
- Maintenance Agreement with Presidio for Switches- IT

5. **LATE AGENDA ITEMS**

- A. Request Award of Contract for CHIP Consultation- CHW
- B. Request Approval of IGA with State & Authorize Chairman to Sign- Community Corrections
- C. Discussion re: Access off Rhody Lane- BOC
- D. Request Approval of Letter of Support for Coastal Grant Funding- BOC

6. **COMMISSIONERS REPORTS**

BOC only:
Consent Agenda _____
Regular Agenda _____

Late AGENDA ITEM COVERSHEET

Agenda Item Title: Award Community Health Improvement Plan (CHIP) consultation contract

Department: Coos Health & Wellness

Requested Agenda Date: 08/18/2015

Contact Person: Ginger Swan

Phone/Ext.: 541-751-2547

Background and description of need or problem: We would like to award the Community Health Improvement Plan (CHIP) consultation contract to Vanessa Becker.

CONTRACT AWARDS NTE \$10,000

Funding Source: Contract is fully funded by OCTRI Grant

Requested Action: Award CHIP consultation contract to Vanessa Becker

Date: 08/11/2015

Signature of Dept. Head:

Ginger Swan

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: COUNSEL'S OFFICE TO PREPARE CONTRACT KAL

CC Rule 10.105 - w/out competitive process for service NTE \$10,000

Treasurer: B

Human Resources: N/A

BOC forwards signed Contract/Grant to: n/a

SA

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Approval of Intergovernmental Agreement #5158/M57 between State of Oregon and Coos County.

Department: Community Corrections **Requested Agenda Date:** 8/18/2014

Contact Person: Kelly Church, Busin. Mgr **Phone/Ext.:** 541-396-7704

Background and description of need or problem: Approval of Intergovernmental Agreement #5158 / M57 between State of Oregon and Coos County. This IGA targets a case load of theft and drug crimes.

Funding Source: Dept. of Corrections/Grant-In-Aid dollars

Requested Action: Approval of Intergovernmental Agreement #5158/M57 between State of Oregon and Coos County. *Authorize Chair to sign.*

Date: *8/10/15* **Signature of Dept. Head:** *Kelly Church for me*

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County Counsel, *KAC* _____

Treasurer *Mary Barton OK, B* _____

JB

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filed with Clerk)

Contract/Agreement/Grant No.: 5158

Name/Agency Name and Address: State of Oregon/DOC, 2575 Center Street, Salem, OR 97310

Contact Person: Jeremiah Stromberg, Asst. Director Phone No. _____

Amount of Contract/Grant Award: \$ 218,832

Payment Terms: NA (state lump sum or amount and time of payments)

Start Date: 07/01/15 End Date: 06/30/17

County Department and Employee Responsible for Performance: Mike Crim, Director 541-396-7703

Description: Intergovernmental Agreement #5158 Measure 57 between the State of Oregon, Dept. of Corrections and Coos County for 2015-2017.

FINANCIAL INFORMATION

Table with 4 columns: STATE %, OTHER %, FEDERAL % (CFDA # Required), Catalog of Federal Domestic Asst. *(CFDA) Number. Row 1: 100%, , ,

*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.

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

- [] Under \$10,000 [] Equipment Maintenance
[] Under \$50,000 for Quotes [] Office Supplies
[] Under \$150,000 & Approval from Board for Quotes [] Used Vehicles
[] Sole Source [] State Purchasing
[] Contract with Public Agency [] Other

[] Public Improvement - If Not Using Bid, Mark Exemption:

- [] Under \$5,000 [] Alternative Contracting Method Approved by Board
[] Under \$50,000 for Quotes [] Other
[] Under \$100,000 & Not a Transportation Project for Quotes

[] 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 [X] No

Certificate of insurance required? [] Yes [] No

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

Date Approved by BOC: _____

Reviewed by Counsel: KH

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Property Access off Rhody Lane

Department: BOC

Requested Agenda Date: 8/18/15

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem:

Funding Source:

Requested Action: discuss the access issue & next steps

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

For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline.
Counsel will forward to Treasurer.

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County Counsel _____

Treasurer _____

Human Resources _____

BOC only: Consent Agenda
Regular Agenda

AGENDA ITEM COVERSHEET

Agenda Item Title: Letter of Support for Coastal Grant Funding

Department: BOC

Requested Agenda Date: 8/18/15

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem: Coos County Planning Director Jill Rolfe has drafted the attached letter, asking Senator Roblan to support a proposal from DLCD for funding

Funding Source: n/a

Requested Action: approve signing letter of support

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

For all 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:

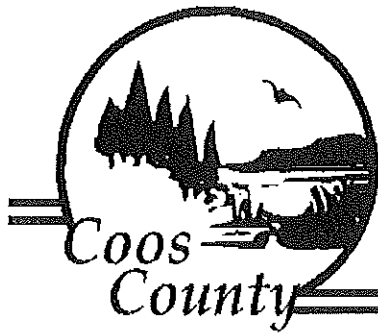
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County Counsel _____

Treasurer _____

Human Resources _____

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BOARD OF COMMISSIONERS

250 N. Baxter Street, Coquille, Oregon 97423

(541) 396-7535

FAX (541) 396-1010 / TDD (800) 735-2900

E-Mail: bbrooks@co.coos.or.us

Robert "Bob" Main

John Sweet

Melissa Cribbins

August 18, 2015

Senator Arnie Roblan
900 Court St. NE, S-417
Salem, Oregon 97301

RE: Coastal Grant Funding

Dear Representative Roblan,

This letter is a request to support the upcoming proposal from Department of Land Conservation and Development (DLCD) to the Emergency Board to backfill a portion of their budget with general fund dollars. This request is being made due to the fact that NOAA and EPA disapproved Oregon's coastal nonpoint pollution control program, resulting in a reduction in funding to the coastal program. The effect of this reduction is that DLCD is not able to provide coastal assistance planning grants to the local governments.

This is a substantial impact to the Coos County Planning Department's operating budget, which is less than \$300,000¹. The Coos County Planning Department is a non general fund department. The money to keep this department functioning comes from fees and grants. This, in itself, has strained Coos County's land use program. Raising fees at some point will become cost prohibitive, stopping most legal development, reducing economical growth, and creating more enforcement issues. Funding for this department has been a huge issue, as fees are restricted by ORS 215.416 and Coos County's general fund dollars, similar to other counties, are declining. This declining revenue led to the decision to remove this department from the general fund.

Besides the fact that the governing body of each county is mandated by ORS 215.042 to have a planning director and staff to administer the planning program, planning plays a very important role balancing resource protection and development.

The monies received from DLCD have diminished over the years, but last year Coos County received \$32,400 match dollars. This particular grant allows staff to dedicate much needed time to helping the public through the coastal land use processes, enforcement of coastal policies and coordination with other agencies.

¹ The total budget is \$361,725 with an imprest balance of \$74,177 to guarantee a starting balance. This is used the same as an operating line of credit that must be paid back at the end of every fiscal year.

If funding continues to be reduced, the County will be forced to further reduce staffing levels. Our staffing levels are already considerably below average for a county of this size. Our other option would be to reduce services to the public. Coos County Planning has been operating with a staffing level of 3.5 FTE which makes it hard to continue a successful land use program.

Please consider the funding impacts to all local government agencies if these grant dollars cannot be restored.

Thank you for your consideration in this matter.

Robert "Bob" Main
Chairman

John W. Sweet
Commissioner

Melissa Cribbins
Commissioner