

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
February 20, 2018
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**

- A. (2)(e) Real Property Transactions
- B. (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 Support for Adult Treatment Drug Court- Local Alcohol & Drug Planning Committee
- B. Request Approval of Task Order #9 with David Evans & Assoc.- Road
- C. Request Approval to Purchase Timekeeping System; Adopt Sole Source Findings; Accept Grant from CIS & Approve Resolution to Transfer Funds- Sheriff/Jail
- D. Request Acceptance of Donation & Authorize Sheriff to Sign Receipt- Sheriff/Animal Control
- E. Request Approval to Purchase Ballots for May 2018 Primary Election- Clerk
- F. Request Approval to Use Ballot Mailing Service for May 2018 Primary Election- Clerk
- G. Request Approval of Postage Deposit for May 2018 Primary Election- Clerk
- H. Request Approval of Formation of Forest Recreation Trails Committee- BOC

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

A. **Approval of Minutes**

- Executive Session (2)(e)(h)- December 19, 2017
- Worksession- Movers Contract for CHW- December 28, 2017
- Worksession- Security Locks at Courthouse- January 12, 2018
- Executive Session (2)(i)- January 16, 2018
- Worksession- Fair Board Appointments- January 16, 2018
- Worksession- Tioga Sports Park Assoc. Update- January 16, 2018
- Worksession- Cost Allocation Methodology- January 16, 2018
- Worksession/Hearing- Land Sale/Sale of County Forest Land- January 17, 2018
- Worksession- Jail Beds- January 17, 2018
- Regular Meeting Minutes- February 6, 2018

B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**

- Transfer of Appropriation Within Department- Clerk- May 2018 ballot assembly

C. **Orders & Resolutions**

- Order 18-01-010C, In the Matter of Directing the Sheriff of Coos County to Sell Real Property
- Order Initiating Reduction of Redemption Period 18-02-013L, In the Matter of the Board of Commissioners Initiating Proceedings for a Reduced Redemption Period for Tax Foreclosed Properties in Coos County
- Order 18-02-014C, In the Matter of Appointing Megan Simms as the Budget Officer for Coos County for 2018

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.

Resolution 18-02-028P, In the Matter of a Personnel Transfer for Bryan Valencia Within the Sheriff's Department Effective February 1, 2018
Resolution 18-02-029P, In the Matter of a Longevity Increase for Christina Shippey Effective February 1, 2018
Resolution 18-02-030P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective February 1, 2018
Resolution 18-02-031C, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 18-02-032P, In the Matter of a Promotion for Christopher Gill Effective February 1, 2018
Resolution 18-02-033P, In the Matter of Granting Salary Merit Step Increase for Kelsey Orr Retroactive to January 1, 2018

5. **LATE AGENDA ITEMS**

- A. Request Approval of Order for Conditional Material Handling- BOC
- B. Request Approval of Letter re: Inspection of Vacation Rental Homes- BOC
- C. Request Approval of IGA with City of Coos Bay- BOC
- D. Discussion re: Petition of ODF&W to Split Central Coast Halibut Area- BOC

6. **GOVERNING BODIES**

CCAT

- A. Request Approval of Contract with JWA Consulting
- B. Request Approval of Contract with Bay Cities Brokerage
- C. Request Approval to Pay Annual Insurance Invoice
- D. Request Approval to Dispose of 3 Buses
- E. Request Approval of Order Appointing Budget Officer

LIBRARY SERVICE DISTRICT

- F. Request Approval of Order Appointing Budget Officer

4-H/EXTENSION SERVICE DISTRICT

- G. Request Approval of Order Appointing Budget Officer

7. **COMMISSIONERS REPORTS**

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Request for Conditional Material Handling

Department: Counsel

Requested Agenda Date: 2/20/18

Contact Person: John Sweet/BOC

Phone/Ext.: 7690

Background and description of need or problem: A request from Waste Connections has been made for the County's approval to allow them subject to DEQ requirements to deposit mixed scrap paper into the waste stream (landfilled).

Funding Source: n/a

Requested Action: Approve Order 18-02-018C allowing this request.

Date: 2/16/18

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: NO _____

TREASURER: _____

BOC forwards signed document to Counsel's office.

5A

1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS

3 STATE OF OREGON

4
In the Matter of the Conditional Material Handling) ORDER
Concurrence) 18-02-018C

5 NOW BEFORE THE Board of Commissioners sitting for the transaction of County
6 business on the 20th day of February, 2018 is the matter of the conditional material handling
7 concurrence for impacted local governments;

8 AND IT APPEARING to the Board that due to China’s prohibition on the input of
9 certain mixed paper and plastic grades, there is a backlog of recyclable material;

10 AND IT FURTHER APPEARING to the Board that the Department of Environmental
11 Quality (DEQ) has authorized that subject to certain requirements, these materials may be
12 landfilled from February 15, 2018 to May 1, 2018 after impacted local governments have been
13 informed and required approval obtained ;

14 AND IT FURTHER APPEARING to the Board that Waste Connections of Washington,
15 Inc. has requested to deposit mixed scrap paper into the waste stream and requested approval
16 from the County;

17 NOW, THEREFORE, IT IS HEREBY ORDERED that the County is allowing Waste
18 Connections of Washington, Inc. to deposit mixed scrap paper into the waste stream, subject to
19 all DEQ requirements, from February 15, 2018 to May 1, 2018.

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Inspection of Vacation Rental Homes

Department: Counsel

Requested Agenda Date: 2/20/18

Contact Person: John Sweet/BOC

Phone/Ext.: 7690

Background and description of need or problem: Coos Health & Wellness, Environmental Health Program, has drafted the attached letter to Senator Roblan regarding regulatory requirements for Vacation Rental Homes (ORS 446.320-350) stating their interest in seeing this statute rewritten.

Funding Source: n/a

Requested Action: Approve letter from CH&W to Senator Arnie Roblan.

Date: 2/16/18

Signature of Dept. Head: _____

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Departments Affected:

COUNSEL: NT _____

TREASURER: _____

SB

Coos Health & Wellness

Together, Inspiring Healthier Communities



October 23, 2017

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

Re: Regulatory Requirements for Vacation Rental Homes

Senator Roblan:

ORS 446.320-350 requires the inspection of vacation rental homes in the same way hotels are inspected by county Environmental Health Specialists (EHS). The statute clearly intended for hotels to be regulated, but it came into being decades prior to the existence of what we now call a vacation rental. In consideration of a vacation rental the statute is archaic and cumbersome in application for both property owners and regulators.

I work for Coos Health & Wellness as an EHS and perform many of the vacation rental home inspections. I wish to urge you with other legislators to consider modifying the statute to either (1) abandon the requirement for vacation rental homes to be licensed and inspected or (2) allow inspectors better means to efficiently complete inspections.

Here are some of the unintended effects of the related law:

1. Risk analysis and regulatory compliance is part of a hotel manager's duty. There is no routine regulatory oversight for a vacation rental home inspection, other than the EHS inspection. Some properties are perfectly managed while others have frightening issues that are not in the purview of an EHS to regulate (electrical, plumbing or construction work that is not permitted, walkways that are uneven or slick, entrance ways that are too steep or without handrails, etc.).
2. Hotel inspections are performed unannounced virtually any reasonable time by an EHS giving an introduction at the check in desk and asking to see unoccupied rooms. Finding a day a vacation rental is not occupied for inspection typically requires multiple phone calls with someone who will ultimately be inconvenienced to travel to the property to open the premises. This is inefficient for the property owner and the inspecting agency.
3. As the inspection of a vacation rental home must be made by appointment, in order to arrive promptly, an EHS must schedule free time immediately prior to the set time. Scheduling free time is costly for the inspecting agency in terms of using staff time effectively and paying for that time.
4. Except for vacation rental home inspections, hotel inspections and virtually all other public health inspections are unannounced. This appears to be a double standard.

5. The rules authorized by ORS 446, exclude the use of any surface water for domestic use in a vacation rental home (OAR 333-029-0075). On water front properties (E.g. Tenmile Lakes, Lake Bradley, Saunders Lake, etc.) there is no consideration for the use of lake water for vacation rental home plumbing. Property owners decry the rules as unreasonably restrictive when modern technology provides treatment options to make the water safe for use.
6. Rather than deal with the frustration of hundreds of vacation rental home properties, many county public health programs ignore the statutory requirement to license and regulate these facilities.

I reiterate my interest in seeing ORS 446.320-350 rewritten in consideration of the growing number of vacation rental homes. My preference would be to act in accordance with a statute that either (1) allows inspectors to efficiently complete a fair inspection or (2) see the regulatory requirement to inspect vacation rental homes eliminated.

Please call 541-266-6744 for any related discussion.

Regards,

Rick Hallmark, Environmental Health Program Manager

281 Laclair St
Coos Bay, OR 97420
541-266-6744 Office
541-888-8726 Fax

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: IGA with City of Coos Bay

Department: Counsel

Requested Agenda Date: 2/20/18

Contact Person: Melissa Cribbins/BOC

Phone/Ext.: 7690

Background and description of need or problem: This IGA covers the matter of the County continuing to provide the required computer technical support services for the maintenance of the CMI Core Computer System for the City of Coos Bay

Funding Source: n/a

Requested Action: Approve the IGA with the City of Coos Bay.

Date: 2/16/18

Signature of Dept. Head: Nathaniel Johnson

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Departments Affected:

COUNSEL: NJ

TREASURER: _____

BOC forwards signed document to Counsel's office.

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CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.:

Name/Agency Name and Address: City of Coos Bay

Contact Person: Roger Craddock Phone No. _____

Amount of Contract/Grant Award: \$ See Section 3/Compensation for all terms and rates

Payment Terms: See Section 3 (state lump sum or amount and time of payments)

Start Date: upon date of last signature End Date: continual from start; auto renew

County Department and Employee Responsible for Performance: Melissa Cribbins / Bd. of Commissioners

Description: County provides computer technical support services to City of Coos Bay re: CMI

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.

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> New | <input type="checkbox"/> Renewal | <input type="checkbox"/> Modification |
| | Previous Amount: \$ | Original Amount: \$ |
| | Previous Date: | Original Date: |
| Automatic Renewal? <input type="checkbox"/> Yes <input type="checkbox"/> No | Staff Requirements: <input type="checkbox"/> New <input type="checkbox"/> Existing <input type="checkbox"/> Subcontract | |
| Will unemployment cost be incurred? <input type="checkbox"/> Yes <input type="checkbox"/> 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"/> Equipment Maintenance |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Office Supplies |
| <input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes | <input type="checkbox"/> Used Vehicles |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> State Purchasing |
| <input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Other _____ |

Public Improvement - If Not Using Bid, Mark Exemption:

- | | |
|--|---|
| <input type="checkbox"/> Under \$5,000 | <input type="checkbox"/> Alternative Contracting Method Approved by Board |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> 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 No

Certificate of insurance required? Yes No

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

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

AGENDA ITEM COVERSHEET

Agenda Item Title: Petition to ODF&W to Split the Central Coast Halibut Area

Department: BOC

Requested Agenda Date: 2/20/18

Contact Person: Chair Main

Phone/Ext.: 7540

Background and description of need or problem:

Funding Source:

Requested Action: Discussion/decision

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

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County Counsel _____

Treasurer _____

Human Resources _____

Petition to ODF&W Commissioners to Split the Central Coast Halibut Area

Stakeholders

The Oregon Coast Anglers petition the Oregon Department of Fish and Wildlife (ODFW) Commissioners to split the Central Coast Halibut Area into two areas, with area specific quota allocations. The result would be:

- North Central Coast Area (NCCA) from Cape Falcon to the North Jetty of Florence
- South Central Coast Area (SCCA) from the North Jetty of Florence to Humbug Mountain
- An equitable split for the halibut quota of 80% for NCCA and 20% for SCCA.

This petition to the Oregon Department of Fish and Wildlife (ODFW) Commissioners is supported by a wide variety of south central coast businesses and angling stakeholders.

Rationale: Splitting the Central Coast Halibut Area will provide South Central Coast Area anglers with more fishing opportunity and longer Halibut Seasons. More opportunity and longer seasons will attract more anglers to Oregon Southern Ports, resulting in increased fishing license sales for ODFW and more income for related businesses.

Stakeholder	Address	Phone No.
<u>Oregon Coast Anglers</u>	<u>PO Box 584, Reedsport, OR 97467</u>	<u>541 255 3383</u>
<u>Reedsport/Winchester Bay Chamber of Commerce</u>	<u>2741 Frontage Rd, Reedsport, OR 97467</u>	<u>541 272 3495</u>
<u>Winchester Bay Merchants Assn</u>	<u>PO Box 1143, Reedsport, OR 97467</u>	
Salmon Harbor Marina		
Reedsport Rotary		
Florence Chamber of Commerce		
Coos Bay Chamber of Commerce		
Bandon Chamber of Commerce		
South Coast Anglers		