

**REVISED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
September 19, 2017  
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
  - A. (2)(d) Labor Negotiations
  - B. (2)(e) Real Property Transactions
  - C. (2)(f) Records or Information Exempt from Public Inspection
  - D. (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 Approval of Contract with Judith Anderson- Coos Health & Wellness (CHW)
- B. Request Approval of Contract with Carrie Kralicek- CHW
- C. Request Approval of Contract Amendment with Columbia Care- CHW
- D. Request Approval of Payments to Southwestern Oregon Independent Practice Assoc.- CHW
- E. Request Approval of Updated MHS II Job Description/ Advertise & Fill 3 Positions- CHW
- F. Request Approval of Updated AU/UM Secretary Job Description & Reclassification- CHW
- G. Request Approval of Contract for Electrical Services- Solid Waste
- H. Request to Extend Waiver of Fees for Metal Collection- Solid Waste
- I. Request Award of Contract for 2017 Paving Project- Road
- J. Request Approval to Renew Cooperative Assistance Agreement & Authorize Chair to Sign- Road
- K. Request Approval to Purchase Grader- Road
- L. Request Approval of Task Order 25 with PBS Engineering- Road
- M. Discussion re: Forest Closure & Fire Danger- Forestry
- N. Request Approval of Dispatch Contract with Powers- Sheriff
- O. Request Approval to Declare 2 Pickups as Surplus & Auction- Maintenance
- P. Request Approval of Network/Data Security Training- Information Technology
- Q. Request Approval of Resolution Making Additional Appropriations- Veterans

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

- A. **Approval of Minutes**
  - Hearing- Legislative Text Amendments AM-16-001- August 16, 2016
  - Hearing- Legislative Text Amendments AM-16-001- September 7, 2016
  - Hearing- Legislative Text Amendments AM-16-001- October 5, 2016
  - Budget Committee Meeting- April 13, 2017

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.

Regular Meeting Minutes- August 22, 2017  
Worksession- Forestry Issues- August 31, 2017  
Worksession- Courthouse Security- August 31, 2017  
Regular Meeting Minutes- September 5, 2017  
Worksession- Role of County Counsel/Human Resources- September 5, 2017

**B. Orders & Resolutions**

Resolution 17-09-127P, In the Matter of a Pay Grade Adjustment for Keith Leitz Effective September 1, 2017  
Resolution 17-09-128P, In the Matter of a Reclassification for Bradley Rose Effective September 7, 2017  
Resolution 17-09-129P, In the Matter of a Reclassification for Scott Kuester Effective September 11, 2017  
Resolution 17-09-130P, In the Matter of a Longevity Increase for William Keith Effective September 1, 2017  
Resolution 17-09-131P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees, Effective September 1, 2017  
Resolution 17-09-132P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

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

Contract with to extend mowing at Beaver Hill- Solid Waste  
Contract with Gold Coast Security for elevator alarm monitoring- Maintenance  
Letter of Understanding with SCDC re: Industrial Development Revolving Fund- Treasurer  
Work & Financial Plan with USDA APHIS Wildlife Services- County Counsel  
Renewal of Advertising Agreement with Lee Enterprises- County Counsel

**5. LATE AGENDA ITEMS**

- A. Request Award of Construction Contract- Solid Waste
- B. Request Approval of Permanent Easements on South Coos River Lane- Road
- C. Request Approval of MOU for Implementation of Recommendations of Sudden Oak Death Task Force Strategic Action Plan & Authorize Chair to Sign- County Counsel

**6. LIBRARY SERVICE DISTRICT GOVERNING BODY**

- A. Request Approval of Contract for Library Services for FY 2017/18

**7. COMMISSIONERS REPORTS**

BOC only:	
Consent Agenda	
Regular Agenda	

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Award of Contract at Beaver Hill Transfer Site

**Department:** Solid Waste                      **Requested Agenda Date:** 09/19/17

**Contact Person:** Cheryl Westgaard   **Phone/Ext.:** 7623

**Background and description of need or problem:** Solid Waste sent out request quotes for the construction of a wood framed building to house and protect the water system at the Beaver Hill Transfer Site. The deadline for receiving quotes was Thursday 12 noon, September 14, 2017. Solid Waste recommends awarding the contract to Stemmerman Construction. Counsel's office to prepare the contract once awarded.

**Funding Source:** 302-1700-432.60-11 major repair & improvement

**Requested Action:** Approve award of contract to Stemmerman Construction in the amount of \$16,545.00.

**Date:** 09/14/17                                      **Signature of Dept. Head:** Cheryl Westgaard

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:** [Signature]

**TREASURER:** [Signature]

**HUMAN RESOURCES:** [Signature]

**BOC forwards signed document to Counsel's office.**

SA

**CONTRACT / GRANT SUMMARY FORM**

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

Contract/Agreement/Grant No.: \_\_\_\_\_

Name/Agency Name and Address: Stemmerman Construction, 61717 Edwards Mill Road, Coos Bay, OR 97459

Contact Person: Virgil Stemmerman Phone No. 541-404-6000

Amount of Contract/Grant Award: \$ 16,545.00, with NTE \$17,000 if additional work required

Payment Terms: Lump sum upon completion (state lump sum or amount and time of payments)

Start Date: Upon execution of Contract End Date: December 15, 2017

County Department and Employee Responsible for Performance: Cheryl Westgaard, Solid Waste Dept.

Description: Contract for Construction of Water System Building at 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:

- Under \$10,000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other \_\_\_\_\_

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Under \$100,000 & Not a Transportation Project for Quotes

- Alternative Contracting Method Approved by Board
- 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 

BOC only  
Consent Agenda  
Regular Agenda

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request to approve and sign permanent easement on S Coos River Ln.

Department: ROAD

Requested Agenda Date: 9/19/17

Contact Person: JOHN ROWE

Phone/Ext.: 7665

Background and description of need or problem: We need to acquire a permanent easement with George & Alicia Smith & Bandon Christian Fellowship to repair a slide area on S Coos River Ln near mile post 3.3.

Funding Source: N/A

Requested Action: Approve & Sign Permanent Easement with George & Alicia Smith & Bandon Christian Fellowship

Date: 9/13/17

Signature of Dept. Head: *Jessica Johnson for John Rowe*

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:

- 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?

County Counsel *[Signature]*

Treasurer *[Signature]*

Human Resources *[Signature]*

*See Original Packet for Easements*

*[Signature]*

