

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
November 26, 2019
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)(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 MOU with Myrtle Point School District- Coos Health & Wellness (CHW)
- B. Request Approval to Start MHS III at Step 4- CHW
- C. Request Award of Precommercial Thinning Contract- Forestry
- D. Request Approval of Amendment to Planting Contract- Forestry
- E. Request Acceptance of EMPG Grant & Authorize Chair to Sign- Emergency Management
- F. Request Approval of Resolution to Transfer Appropriations- Jail
- G. Request Approval of Resolution Loaning Funds- Crime Victims Assistance
- H. Presentation of 2018/19 Annual Report- Community Corrections
- I. Request Approval of Resolution to Make Additional Appropriations- Planning
- J. Request Approval of Contract Amendment #13 with Hearings Officer- Planning
- K. Request Final Approval of Orders & Ordinance from Hearings- Planning
- L. Request Approval of Updated Noxious Weed List- Planning/Weed Board
- M. Request Approval of Letter of Support for Weed Eradication Grant- Planning/Weed Board
- N. Request Selection of Voting Representative on O&C Board of Directors- BOC

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

A. Approval of Minutes

- Worksession- CEP/WDP- August 2, 2019
- Regular Meeting Minutes- November 5, 2019
- Hearings- Deliberations on Planning Matters- November 6, 2019
- Workgroup Meeting Minutes- October 29, 2019
- Worksession- Proposed Charleston Transient Lodging Tax- October 29, 2019

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

- Transfer of Appropriation Within Department- Planning- temp employee & grant expenses

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.

C. Orders & Resolutions

- Order 19-11-065C, In the Matter of Reappointing Sven Backman to the Coos County Budget Committee
- Order 19-11-066C, In the Matter of Appointing Members to the Local Alcohol & Drug Planning Committee
- Order 19-11-067C, In the Matter of Adjusting the Term for Scott Cooper on the Local Alcohol & Drug Planning Committee
- Order 19-11-070C, In the Matter of Appointing Lucy Allison to the Coos County Noxious Weed District Advisory Board
- Order 19-11-071C, In the Matter of Appointing Shaun Gibbs to the CCD Business Development Corporation Board of Directors
- Resolution 19-11-211P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employee Julia Day Retroactive to July 1, 2019 and Effective November 1, 2019
- Resolution 19-11-212P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employee Cord McCabe Retroactive to July 1, 2019 and Effective November 1, 2019
- Resolution 19-11-213P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employee Hannah Bollin Retroactive to July 1, 2019 and Effective November 1, 2019
- Resolution 19-11-214P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employee John Blanc Retroactive to July 1, 2019 and Effective November 1, 2019
- Resolution 19-11-215P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employee Karen McClintock Retroactive to July 1, 2019 and Effective November 1, 2019
- Resolution 19-11-216P, In the Matter of Granting Salary Merit Step Increase for Mike Lowey Effective December 1, 2019
- Resolution 19-11-217P, In the Matter of Granting Salary Merit Step Increase for Lance Morgan Retroactive to October 1, 2019
- Resolution 19-11-218P, In the Matter of a Salary Adjustment Deleting a 5% Stipend for Richard Gill Effective December 1, 2019
- Resolution 19-11-219P, In the Matter of a Salary Adjustment Due to a 5% Stipend for Beth Brooks Effective December 1, 2019
- Resolution 19-11-220P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective November 1, 2019
- Resolution 19-11-221P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to September 1, 2019
- Resolution 19-11-222P, In the Matter of Granting Salary Merit Step Increase for Macie McCurdy-Jones Retroactive to October 1, 2019
- Resolution 19-11-223P, In the Matter of the Reclassification for a County Employee Effective November 1, 2019
- Resolution 19-11-224P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
- Resolution 19-11-225P, In the Matter of Granting Salary Merit Step Increase for Heidi Dieu Effective November 1, 2019
- Resolution 19-11-226P, In the Matter of a Salary Adjustment Due to Certification for Darin Larson Effective November 5, 2019

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

- Contact with Tri County Plumbing- CHW- water backflow replacement hotboxes
- Contract Amendment with Trizetto Provider Solutions- CHW- additions to current contract
- Quitclaim Deed to Diavik Investments, LLC- Land Agent

E. Maintenance Agreements/Licensing (authorize Chair to sign where necessary)

- Renewal of Software Agreements with A3 Telecom- IT- for telephone system

5. **LATE AGENDA ITEMS**

A. Request Adoption of Emergency Findings; Ratify Signature of Director on Grant Agreement- Crime Victims Assistance

B. Request Approval of Lease Amendment with Coos Fair Alliance & Authorize Chair to Sign- Counsel

6. **CCAT GOVERNING BODY**

A. Ratification of General Manager's Signature on ODVA Grant Extension

B. Ratification of Purchase of Vehicles

6. **COMMISSIONERS REPORTS**

BOC only	_____
Consent Agenda	_____
Regular Agenda	_____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: 2019-21 VOCA/CFA Joint Non-Competitive grant agreement emergency findings and signature ratification


Department: DA / Crime Victims' Assistance **Requested Agenda Date:** 11/26/19

Contact Person: Helen Thompson/Director **Phone/Ext.:** 7548

Background and description of need or problem: 2019-20 VOCA/CFA Grant agreement was approved by Counsel's Office as an emergency contract pursuant to CR 10.044. Delay in signing this agreement was identified as potentially disrupting the program, and entering into this agreement had been delayed by the unforeseen circumstance of the State delaying in providing the proposed agreement to the County. The grant agreement provides funding for the Crime Victim's Assistance Program."

Funding Source: N/A

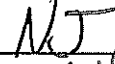
Requested Action: Board to Adopt attached emergency findings and ratify the signature of Director of the Crime Victims' Assistance Program on the 2019-20 VOCA/CFA Joint Non-Competitive grant agreement.

Date: 11/19/2019 **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 filling?

Departments Affected: _____

COUNSEL:  _____

TREASURER:  _____

HUMAN RESOURCES: _____

BOC forwards signed document to Counsel's office.

SA

“Emergency Findings”

The Board finds that an emergency as defined in ORS 279A.010(f) existed with regard to the 2019-21 VOCA/CFA Grant Agreement. "Due to circumstances that could not have been foreseen (delay on the part of the State), prompt execution of the agreement was required. Further delay would have created a substantial risk of damage or interruption to services"

CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: Oregon Department of Justice, 1162 Court St. NE Salem, OR 97301-4096

Contact Person: Shannon L. Sivell Phone No. 503-378-5059

Amount of Contract/Grant Award: \$ 422,972.18

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

Start Date: 10/1/2019 End Date: 9/30/2021

County Department and Employee Responsible for Performance: Helen Thomas, Director, Crime Victims' Assistance

Description: 2019-2021 VOCA Non-Competitive Grant

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
2290	7890		16,575

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

- 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 No
 Certificate of insurance required? Yes No
 Form of contract: Oral Written (attach the written contract)

Date Approved by BOC: _____ Reviewed by Counsel: _____

BOC only:	_____
Consent Agenda	_____
Regular Agenda	_____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Renewal of lease with the Coos County Fair Alliance

Department: Counsel

Requested Agenda Date: 11/26/19

Contact Person: Nathaniel Johnson

Phone/Ext.: 7690

Background and description of need or problem: The County and the Coos County Fair Alliance are currently the parties to a lease agreement that allows the Fair Alliance to install a fire suppression system in the new pole barn on the Coos County Fairgrounds. While the fire suppression system is substantially completed, the Fair Alliance now proposed to add a gutter and drainage system onto the structure. The lease expires on November 30, 2019 so the addition of the new project will require a renewal of the lease. The attached lease renewal would extend the lease until January 31, 2020 and formally approve the Fair Alliance's proposal to install a gutter system. The Fair Alliance will be required to coordinate with Fair Maintenance staff, and any other County staff, necessary to ensure proper installation of the drainage system.

Funding Source: N/A

Requested Action: Approve the renewal and amendment of the lease with the Coos County Fair Alliance and authorize the Chair to sign.

Date: 11/25/19

Signature of Dept. Head: *Nathaniel Johnson*

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: *NT*

TREASURER: *MS*

EB

CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.: _____

Name/Agency Name and Address: Coos County Fair Alliance

Contact Person: Dan Berg Phone No. 541-572-2834

Amount of Contract/Grant Award: \$ 1.00

Payment Terms: within 7 days (state lump sum or amount and time of payments)

Start Date: 11/30/2013 End Date: 1/31/2020

County Department and Employee Responsible for Performance: 812312019 Nathaniel Johnson, County Counsel

Description: Renewal of Lease with the Coos County Fair Alliance

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: \$ 1.00 Original Amount: \$ _____
 Previous Date: 11/30/2019 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 type="checkbox"/> Other _____ |
|--|---|

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: ND