

**REVISED A G E N D A**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
201 N. Adams, Coquille  
January 22, 2013  
8:30 A.M.

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

- A. (2)(f) Exempt Public Records
- 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. **CCAT GOVERNING BODY**

- A. Request Approval of Grant Application to ODOT
- B. Request Approval to Pay Liability Insurance Premium for 2013

4. **DEPARTMENT HEADS**

- A. Discussion re: Long Term Planning- BOC
- B. Discussion re: Department Head Processes & Procedures- BOC
- C. Discussion re: Collaboration with Local Government Entities- BOC
- D. Discussion re: BOC Rules & Procedures- BOC
- E. Request Approval to Advertise/Post & Fill Mental Health Specialist II Position #11- Mental Health (MH)
- F. Request Approval of Agreement for Pool & Spa Inspections at The Mill Casino- Public Health (PH)
- G. Request Approval of Agreement for Food Services Inspections at The Mill Casino- PH
- H. Discussion re: Public Dedication of Carlisle Lane in Myrtle Point- Road
- I. Request Approval to Purchase Retroreflectometer- Road
- J. Request Approval to Advertise & Fill Maintenance Worker II Position- Road
- K. Request Approval of Job Description, Advertising & Filling Case Monitor Position- Juvenile
- L. Request Acceptance FY 2013/14 Grant & Authorize Chairman to Sign- Sheriff
- M. Request Approval to Purchase 3 Pickup Trucks- Sheriff
- N. Request Approval of Transfer of Funds from Operating Contingency- Sheriff
- O. Clarification & Approval of Memorandum of Agreement with AFSCME- Human Resources (HR)
- P. Request Approval of Job Description, Posting & Filling Lead Probation Officer III Position- HR
- Q. Request Approval to Advertise Veterans Service Officer Position- Veterans
- R. Discussion re: Solid Waste Hauling Contract- County Counsel/Solid Waste

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.

- S. Request Approval of Resolution Amending Public Contracting Rules- County Counsel
- T. Request Approval of Order Extending Appointment of Agent of Record for Pipeline- County Counsel
- U. Request Approval of Contract Amendment with PBS Engineering- County Counsel
- V. Update from AOC Executive Director Mike McArthur- BOC

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

A. **Approval of Minutes**

Regular Meeting Minutes- December 18, 2012

B. **Orders & Resolutions**

Order Initiating Vacation 13-01-001PL, In the Matter of the Vacation of a Portion of Race Street Between Pittock Road and Ledbetter Road; the Alleyways of Block 7 and 8 of the Portlawn Addition to the City of North Bend, Coos County, Oregon

Order Initiating Vacation 13-01-002PL, In the Matter of the Vacation of a Portion of Sierra Road Between Lots 5 and 8, Block 3 of the Mountain View Terrace, Division II Subdivision, Coos County, Oregon

Order 13-01-005C, In the Matter of Appointing Members to the Carlson-Primrose Special Road District

Resolution 13-01-004P, In the Matter of a Salary Adjustment Due to 5% Stipend in Community Corrections with a Retroactive Effective Date of December 1, 2012

Resolution 13-01-002L, In the Matter of the Delegation of Immediate Contract Approval Authority, Restoration of Streams by Consent Decree for natural Gas Pipeline Project

Resolution 13-01-005P, In the Matter of Filling a Vacant Position Effective December 1, 2012

Resolution 13-01-006P, In the Matter of Filing a Vacant Position Effective Retroactive January 2, 2013

Resolution 13-01-007P, In the Matter of a Salary Adjustment Effective January 1, 2013

Resolution 13-01-008P, In the Matter of a Salary Adjustment Effective January 1, 2013

Resolution 13-01-009P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective January 1, 2013

Resolution 13-01-010P, In the Matter of a Longevity Increase for Various Coos County Employees Effective to January 1, 2013

Resolution 13-01-011P, In the Matter of a Longevity Increase for Various Coos County Employees Effective January 1, 2013

Resolution 13-01-012, In the Matter of a Salary Adjustment Effective January 1, 2013

Resolution 13-01-013P, In the Matter of a Salary Adjustment Effective January 1, 2013

Resolution 13-01-014P, In the Matter of Filling a Vacant Position Effective January 1, 2013

Resolution 13-01-015P, In the Matter of Filling a Vacant Position Effective January 1, 2013

Resolution 13-01-016P, In the Matter of a Longevity Increase for Various Coos County Employees Effective January 1, 2013

C. **Items Previously Approved**

Bill of Sale for Generator & Ratification of Operations Manager Signature- Solid Waste Settlement Agreement & Release in Full of All Claims- HR (exempt public record)

6. **LATE AGENDA ITEMS**

- A. Request Approval of 2013/14 Plan for Public Health Services- Public Health
- B. Presentation of 2011/12 Annual Report- Public Health
- C. Request Approval of Appointments to Community Advisory Council- Public Health
- D. Request Letter of Support for Riley Ranch Paving Project- Parks
- E. Request Appointment to Fair Board- BOC

7. **COMMISSIONERS REPORTS**

BOC only: Consent Agenda _____ Regular Agenda _____
---

**AGENDA ITEM COVERSHEET**  
**Late Agenda Item**

**Agenda Item Title:** 2013-2014 Annual Plan for Public Health Services in Coos County

**Department:** Health

**Requested Agenda Date:** 1/22/13

**Contact Person:** Frances Smith

**Phone/Ext.:** 2425

**Background and description of need or problem:** Each year, the Coos County Board of Health is required to submit the Annual Health Plan grant application to the Oregon Health Authority (OHA). This plan was due to the state no later than December 15, 2012, but Coos County was granted an extension to no later than January 25, 2013. Upon approval of the plan, OHA provides funds for certain public health services. The plan includes program assurances that must be followed in the implementation of health services and the anticipated level of services to be provided to the citizens of Coos County.

**Funding Source:** Oregon Health Authority

**Requested Action:** Approve the Oregon Health Authority Annual Health Plan Grant Application for fiscal year 2013-14, and authorize the Chair to sign the application.

**Date:** 1/17/13

**Signature of Dept. Head:** Frances Smith

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:** \_\_\_\_\_

**TREASURER:** NA

BOC forwards signed Contract/Grant to: Sherrill Lorenzo, Public Health

**Commissioners Initials to Place on Agency ONLY:** \_\_\_\_\_

6A

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**  
**Late Agenda Item**

**Agenda Item Title:** Presentation of 2011-2012 Annual Report for Public Health

**Department:** Public Health

**Requested Agenda Date:** 1/22/13

**Contact Person:** Frances Smith

**Phone/Ext.:** 2425

**Background and description of need or problem:** The Public Health Department has completed the Annual Report for fiscal year 2011-12. This is a comprehensive report, which outlines the services provided in Coos County. The report includes service statistics, benchmarks, funding issues, emerging public health issues, recognition of community support, and it highlights success stories of clients. It is also a reflection of the excellent work done by the employees of Coos County Public Health.

**Funding Source:** NA

**Requested Action:** None – informational report

**Date:** 1/17/13      **Signature of Dept. Head:** Frances Smith

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.

**Departments Affected:**

**COUNSEL:** NA

**TREASURER:** NA

**BOC forwards signed Contract/Grant to:**

**Commissioners Initials to Place on Agenda ONLY:** \_\_\_\_\_

*WB*

BOC only:

Consent Agenda \_\_\_\_\_

Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**  
**Late Agenda Item**

**Agenda Item Title:** Appointment of Community Advisory Council Members

**Department:** Public Health

**Requested Agenda Date:** 1/22/13

**Contact Person:** Frances Smith

**Phone/Ext.:** 2425

**Background and description of need or problem:** The Coos County Board of Commissioners appoints members to the Community Advisory Council, a component of the Coordinated Care system. The WOAHC Community Advisory Council offers the following candidates to fill a vacant agency position as well as to fill positions vacant due to changes in the Coos County Board and resignations from two of the consumer members: Diana "Dee" Strader, term until June 30, 2014; Sara Welch, term until June 30, 2014; Melissa Cribbins, term until June 30, 2015; Kelle Little, term until June 30, 2015.

**Funding Source:** NA

**Requested Action:** Appoint the recommended applicants to the Community Advisory Council for Western Oregon Advanced Health.

**Date:**

1/17/13

**Signature of Dept. Head:**

Frances Smith

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:** NA

**TREASURER:** NA

BOC forwards signed Contract/Grant to: Sherrill Lorenzo, Public Health

60

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Riley Letter of Support

**Department:** Parks

**Requested Agenda Date:** 1/22/13

**Contact Person:** Larry Robison

**Phone/Ext.:** 7756

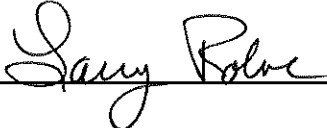
**Background and description of need or problem:** The Parks dept is applying for an ATV Grant to pave the roadways at Riley ranch County Park. The grant request will be for approximately \$250,000. We are hoping to have the Coos County Road Dept do the paving (for which their costs will be reimbursed) with park staff providing additional labor to use as our match. The grant application allows for the local governing administration to send letters of support for projects. If the application is successful the project could start this fall depending on the Road Dept schedule.

**Funding Source:** N/A

**Requested Action:** The BOC draft a letter of support for the Riley Ranch Paving Project and let Parks Director submit letter with grant application.

Date: 1/17/13

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: \_\_\_\_\_  
\_\_\_\_\_

TREASURER: \_\_\_\_\_  
\_\_\_\_\_



BOC only: Consent Agenda _____ Regular Agenda _____
---

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Appointment to Fair Board

**Department:** BOC

**Requested Agenda Date:** 1/22/13

**Contact Person:**

**Phone/Ext.:**

**Background and description of need or problem:** interviews will be held 1/21/13 for the vacant position on the Fair Board

**Funding Source:** n/a

**Requested Action:** Approval of a candidate to fill the vacant position on the Fair Board

**Date:** \_\_\_\_\_ **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?

County Counsel \_\_\_\_\_

Treasurer \_\_\_\_\_

Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_

6E