

**REVISED AGENDA**  
**COOS COUNTY BOARD OF COMMISSIONERS**  
Owen Building Large Conference Room  
July 30, 2013  
8:30 A.M.

1. **EXECUTIVE SESSION**
  - A. (2)(d) Labor Negotiations
  
2. **PLEDGE OF ALLEGIANCE**  
**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 to Advertise & Fill Mental Health Specialist II Position #6- Mental Health
  - B. Request Approval to Advertise & Fill Maintenance Worker IV Position- Road
  - C. Request Approval to Advertise & Fill Parole & Probation Officer I Position- Community Corrections
  - D. Request Approval of Order Designating Newspaper for Foreclosure List- Treasurer/Tax
  - E. Request Approval of Donation to STEP Id Egg Program- BOC
  - F. Request Approval of Letter of Support for STEP- BOC
  - G. Discussion re: Resolution Opposing Portions of National Defense Authorization Act- BOC
  
4. **CONSENT CALENDAR- administrative matters not up for discussion**
  - A. **Approval of Minutes**  
Worksession/Fee Hearing- Solid Waste Matters- March 20, 2013  
Worksession- CAFFA Grant Application- April 29, 2013  
Coos County Budget Committee- April 29, 2013  
Regular Meeting Minutes- July 16, 2013
  - B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
Transfer of Appropriations Within a Department- Human Resources (HR)- to contracted services  
PBS Engineering Invoices (7)- Consent Decree, Slide Repair, etc.- total \$27,222.24
  - C. **Orders & Resolutions**  
Order 13-07-066C, In the Matter of Appointing Members to the Garden Drive Special Road District  
Order 13-07-069C, In the Matter of Reappointing Lora nay to the Coos County Library Service District Board  
Resolution 13-07-092P, In the Matter of Ratifying Personnel Changes Adopted in the 2013/14 FY Budget on the Coos County Payroll Effective to July 1, 2013  
Resolution 13-07-093P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date  
Resolution 13-07-094P, In the Matter of Granting Salary Merit Step Increase for Cecilee Shull Effective July 1, 2013
  - D. **Items Previously Approved (authorize Chairman to Sign where necessary)**  
Separation Agreement (exempt public record)- HR/Counsel  
Post & Fill Personal Property Deputy Position at 50%- Assessor/HR  
Liquor License Application for High Tide Café
  
5. **LATE AGENDA ITEMS**
  - A. Request Approval of Emergency Loan for Crime Victims Assistance- District Attorney
  - B. Request Approval of Lease Amendment with Westport Energy- Land Agent
  - C. Request Approval of Contract Amendment with HOV Services- County Clerk
  
6. **COMMISSIONERS REPORTS**

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.

BOC Only  
Contract/Grant  
Regular Agenda

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Emergency loan

**Department:** CVA

**Requested Agenda Date:** 10/30/12 11/30/13

**Contact Person:** Maureen Knudsen

**Phone/Ext.:** 396-7546

**Background and description of need or problem:** CVA will not have enough cash to make payroll this month. Unitary Assessment payment has not yet been received from the DOJ.

**Funding Source:** General Funds

**Requested Action:** Authorize an emergency loan to CVA for ~~\$7500.00~~ \$3500

**Date:** October 29, 2012

**Signature of Dept. Head:** Maureen Knudsen

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:** AK B \_\_\_\_\_

**HUMAN RESOURCES:** \_\_\_\_\_

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

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

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|                                   |
|-----------------------------------|
| BOC only:<br>Consent Agenda _____ |
| Regular Agenda _____              |

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Amendment to Westport Energy Lease

**Department:** Land Agent

**Requested Agenda Date:** 7/30/13

**Contact Person:** Kathy Hathaway

**Phone/Ext.:** 7750

**Background and description of need or problem:** The County has a lease with Westport Energy, LLC dated June of 2002 and which expires June of 2022. The attached amendment would change Condition 7 of the original document (Rents) from a yearly fee payable in advance of the anniversary date, to monthly installment payments times 2 starting in July 2013. This change would pay the lease for the coming year (FY13/14) and also pay the lease ahead for the next FY14/15. Thereafter, monthly installments would be made to pay in advance of the anniversary date. All other terms and conditions will remain as stated in the original document and amendments.

**Funding Source:** N/A

**Requested Action:** Approve and sign attached Lease Amendments.

Date 7/17/13

Signature of Dept. Head: Kathy Hathaway

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Departments Affected:

COUNSEL: CS

TREASURER: NO, B

HUMAN RESOURCES: N/A

BOC forwards signed Contract/Grant to: Counsel

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

SB

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Contract Amendment – HOV Services

**Department:** County Clerk

**Requested Agenda Date:** 7/30/13

**Contact Person:** Terri Turi

**Phone/Ext.:** 7601

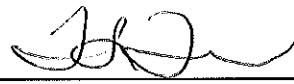
**Background and description of need or problem:** This amendment is necessary for authorization to terminate the current 3 year contract with HOV 6 months early to allow for the new recording system with Helion.

**Funding Source:** 001-6000-415.35.06

**Requested Action:** Approval and Chairman's signature

**Date:** 7/22/13

**Signature of Dept. Head:** \_\_\_\_\_



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Departments Affected:

COUNSEL: CS

TREASURER: OK, B - authorize Chad to sign

HUMAN RESOURCES: N/A

BOC forwards signed Contract/Grant to: Clerk

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

*no contract  
summary form*

*50*