

**REVISED A G E N D A**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
March 5, 2013  
8:30 A.M.

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

- A. (2)(d) Labor Negotiations
- B. (2)(f) Records Exempt by Law from Public Inspection

**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 Hiring Public Health Administrator at Step 3 plus Moving Expenses- Health & Human Services (HHS)
- B. Request Appointment of Members to Powers Health District Board- HHS
- C. Request Approval of Contract for Keynote Speaker- Commission on Children & Families
- D. Timber Sale Results & Request Award of Contracts- Forestry
- E. Request Approval of Low Quote for Electrical Installation at Riley Ranch- Parks
- F. Request Acceptance of Grant from DLCD- Planning
- G. Request Office Space in the North Bend Annex- Assessor
- H. Request Approval of Contract with Dan Olsen- County Counsel
- I. Request Approval of Job Descriptions for Human Resources Officer, Finance Director & Paralegal; Advertising & Filling HR and Finance Positions- County Counsel
- J. Request Approval of Step Increase for IT Director- BOC
- K. Request Approval to Fill Planning Director Position- BOC
- L. Update on BOC Policies & Procedures- BOC
- M. Update on Strategic Planning- BOC

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

- A. **Approval of Minutes**  
Bayway/Mallard LID Assessments- February 11, 2013
- B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
Transfer of Appropriation within a Department- Human Resources- temporary help  
PBS Engineering Invoice #0090026.024-3- Road/BOC- \$4,912.60  
PBS Engineering Invoice #0090026.017-23- Road- \$755  
PBS Engineering Invoice #0090026.009-45- Pipeline- \$2,152.50  
Youth Summit Expenses- Commission on Children & Families- not to exceed \$10,000

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. **Items Previously Approved (authorize Chair to sign where necessary)**  
Task Order #24 with PBS Engineering (Mosieur tide gate support)- BOC/Counsel  
Amendment #15 to State IGA #135555 for Public Health- Public Health
- D. **Orders & Resolutions**  
Order Granting Vacation without a Hearing 13-02-026PL, In the Matter of the Vacation of a  
Portion of Crannog Road, Coos County, Oregon
- E. **Contract to Purchase Asset Tracking Software from Casselle, Inc. in the amount of \$4,675-  
Treasurer/ IT**

5. **LATE AGENDA ITEMS**

- A. Request Approval to Hire Patrol Deputy at Step 3- Sheriff
- B. Request Approval to Participate in Community Dispute Resolution Program- BOC/State Courts

6. **COMMISSIONERS REPORTS**

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Permission to hire Patrol Deputy at a higher step.

**Department:** Sheriff's Office

**Requested Agenda Date:** 3/5/13

**Contact Person:** Sheriff Craig Zanni

**Phone/Ext.:** 7827

**Background and description of need or problem:** Request authority to hire Sean Sanborn at a Step 3 \_\_\_\_\_ on the salary scale. Sean comes to us as an Oregon State Certified Police Officer from another agency. He also brings with him the experience of running the DUII task force, an Advanced Certificate from DPSST as well as being DRE (Drug Recognition Expert) certified through the International Association of Chiefs of Police.

**Funding Source:** 001-1600-421.10-01

**Requested Action:** Authorize HR to start Sean Sanborn at a Step 3

**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?

Departments Affected:

COUNSEL: \_\_\_\_\_

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

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

BOC forwards signed Contract/Grant to:

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



BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Community Dispute Resolution Program

**Department:** State Courts

**Requested Agenda Date:** March 5, 2013

**Contact Person:** Teresa Bennett

**Phone/Ext.:** x4063

**Background and description of need or problem:**

The process for the next upcoming grant funding cycle for the 2013-2015 Community Dispute Resolution Program has begun and the assumption is funding will be reauthorized by the 2013 Legislature. Currently, Neighbor to Neighbor Mediation Services is a grant recipient in Coos County and provides mediation as an option for residential eviction and small claims cases.

**Funding Source:** Grant source funds available for Coos County are anticipated to be approximately \$20,217.00 for the period July 1, 2013 – June 30, 2015. Funds can only be used for community dispute resolution purposes and funds are administrated and handled centrally by the Community Dispute Resolution Program in Eugene.

**Requested Action:** The Board of Commissioners would need to adopt a resolution of desire to participate in the process and designate a County Dispute Resolution Program Coordinator by March 15, 2013. The County would also need to publish a legal ad announcing the application process and then select a grantee at the end of the application process.

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

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County Counsel OK-JS \_\_\_\_\_

Treasurer \_\_\_\_\_

*Resolution to be  
drafted by Counsel*

*SB*