

**AMENDED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
February 5, 2013  
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
  - A. (2)(e) Real Property Transactions
  - B. (2)(f) To Consider Information Exempt from Public Inspection
  - C. (2)(h) Consultation with Counsel
  - D. **(2)(d) Labor Negotiations**
  
- 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 Rate Adjustments for J&L Sanitation- Solid Waste (SW)
  - B. Request Approval of Rate Adjustments for Wadsworth Garbage Disposal- SW
  - C. Request Approval of Rate Adjustments for Babe's Garbage Service- SW
  - D. Request Approval of Rate Adjustments for Bandon Disposal & Les' Sanitary- SW
  - E. Request Approval of Appointment to Household Hazardous Waste Steering Committee- SW
  - F. Request Discussion/Approval of Hauling & Disposal Contract- SW/Counsel
  - G. Request Approval to Advertise & Fill Mental Health Specialist II Position #67- Mental Health
  - H. Request Approval of Advertise & Fill Nurse Practitioner up to Step 6- Public Health (PH)
  - I. Request Approval to Advertise & Fill Secretary III up to Step 3- PH
  - J. Request Approval of Amendment #4 to State IGA & Authorize Chairman to Sign- PH
  - K. Request Approval of Contract Amendment #1 with Waterfall Clinic- PH
  - L. Request Approval of Contract with National Assoc. of County & City Health Officials & Authorize Chairman to Sign- PH
  - M. Request Approval to Purchase Satellite Phone & Equipment- PH
  - N. Information re: Fundraising Efforts- PH/Friends of PH
  - O. Request Approval of Letter of Agreement for Healthy Start- Commission on Children & Families
  - P. Request Approval of Task Order for 2013 Culvert Project- Road
  - Q. Request Approval of Task Order #2 for Gaylord Bridge Bearing Repair- Road
  - R. Request Approval of Contract Amendment for Metal Roof Project- Road
  - S. Request Approval of Contract Amendment for Tenmile Dredging- Parks

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.

- T. Request Approval of Grant Modification & Appointment of SCINT Prosecutor- SCINT
- U. Request Approval to Add an Attorney- District Attorney
- V. Discussion re: Telephone System Status- Information Technology (IT)
- W. Request Approval to Advertise & Fill System Administrator Position at Step 3- IT
- X. Request Approval to Advertise & Fill Help Desk Manager Position at Step 3- IT
- Y. Request Approval of Amended Job Description of Parole & Probation Case Monitor- Human Resources
- Z. Discussion re: Plan of Operations for Surface Use Lease with ORC- County Counsel

4. **LIBRARY SERVICE DISTRICT GOVERNING BODY**

- A. Request Appointment of Chair and Vice Chair
- B. Request Approval of Appointment to Service District Board

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

- A. **Approval of Minutes**  
Regular Meeting Minutes- January 8, 2013
- B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
Transfer of Appropriations within a Department- SCINT- to cover contracted services  
Schwabe, Williamson Invoice #1277020- Pipeline- \$36.50  
Cellebrite US Invoice #120681- SCINT- \$9584
- C. **Orders & Resolutions**  
Order 13-01-007C, In the Matter of Directing the Sheriff of Coos County to Sell Real Property  
Order 13-01-010C, In the Matter of Appointing Members to the Cedar Crest Special Road District  
Order 13-01-011C, In the Matter of Appointing Allen Fanno to the Coos County Fair Board  
Order 13-01-012C, In the Matter of Reappointing Robin Harkins and Ed Kreutzer to the Coos County Fair Board
- D. **Items Previously Approved**  
Ratification of Settlement Agreements (2)- Human Resources
- E. **Cancellation & Reissuance of Check #166302- Human Resources**

6. **LATE AGENDA ITEMS**

- A. Discussion re: Oregon Dunes NRA- BOC
- B. Request Approval to Start Corrections Security Systems Tech at Step 2- Human Resources
- C. Discussion re: Filling Vacant Positions- BOC

7. **COMMISSIONERS REPORTS**

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Executive Session Requested

**Department:** Human Resources      **Requested Agenda Date:** 2/05/2013

**Contact Person:** Mike Lehman      **Phone/Ext:** 7580

**Background and description of need or problem:** Need executive session for:  
ORS 192.660(2)(d) – to conduct deliberations with persons designated by the governing body  
to carry on labor negotiations

**Funding Source:** n/a

**Requested Action:** Go into Executive Session during Board meeting as stated above.

**Date:** 2/1/13      **Signature of Dept. Head:** Melina Am for Mike Lehman

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: Melina Am for Mike

BOC forwards signed Contract/Grant to: n/a

10

BOC only: Consent Agenda _____
Regular Agenda _____

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Oregon Dunes NRA

**Department:** BOC

**Requested Agenda Date:** 2/5/13

**Contact Person:** Bob Main

**Phone/Ext.:** 7540

**Background and description of need or problem:** Jody Phillips would like to discuss draft environmental impact statement regarding the Oregon Dunes NRA Management Area 10 (C) Designated Routes Project

**Funding Source:**

**Requested Action:**

**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** \_\_\_\_\_

6A

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

### LATE AGENDA ITEM COVERSHEET

**Agenda Item Title:** Permission to start Correction Security Systems Tech./Repairman in the Jail at a higher step .

**Department:** Human Resources

**Requested Agenda Date:** 2/5/13

**Contact Person:** Mike Lehman

**Phone/Ext.:** 7582

**Background and description of need or problem:** Due to the prior experience of Marvin Jones the Sheriff would like to start him at step 2 on the salary scale. We are requesting authority to pay him at a step 2.

**Funding Source:** 001-1601-423.10-01

**Requested Action:** Authorize HR to start Marvin Jones at a step 2.

**Date:** Department 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: 



BOC only Consent Agenda _____
Regular Agenda _____

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Discussion re: Filling Vacant Positions

**Department:** BOC

**Requested Agenda Date:** 2/5/13

**Contact Person:** Bob Main 

**Phone/Ext.:** 7540

**Background and description of need or problem:** for several years, there has been an unwritten understanding that the Sheriff has the authority to fill vacant positions up to Step 2 without coming back to the Board for approval to do this. I would like to consider a written policy that allows elected officials to fill vacant positions up to Step 3, based on a candidate's experience and knowledge, without having to ask the Board each time.

**Funding Source:** various

**Requested Action:**

**Date:** 2/4/13                      **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?

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

**Treasurer** \_\_\_\_\_  
\_\_\_\_\_

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

