

**REVISED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
September 3, 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. **PUBLIC HEARING**

- A. Ordinance Hearing to Amend Coos County Code Article Four, Division One- Permits for Certain Activities in the County Right-of-Way

4. **DEPARTMENT HEADS**

- A. Request Approval of IGA 159334 with Oregon Health Authority- Coos Health & Wellness (CHW)
- B. Request Award of 2019 Paving Project- Road
- C. Request Award of 2019 Guardrail Project- Road
- D. Request Award of Beaver Hill Pit Roof Structure Replacement Architectural & Engineering Services Project- Solid Waste
- E. Request Approval to Purchase Washing Machine- Jail
- F. Request Approval to Purchase Washing Machine- Animal Control
- G. Request Approval of Resolution Approving the Bay Area Enterprise Zone Agreement with Jordan Cove Energy Partnership LP- BOC/County Counsel
- H. Request Approval of Proposed IGA for Distribution of Community Service Fees & Authorize Chair to Sign- BOC/County Counsel

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

A. **Approval of Minutes**

- Worksession- Radio Tower Project- August 6, 2019
- Worksession- Winchester Creek & South Slough- August 6, 2019
- Worksession- Charleston Tourism Improvement District- August 19, 2019
- Regular Meeting Minutes- August 20, 2019

B. **Orders & Resolutions**

- Resolution 19-08-148P, In the Matter of a Personnel Transfer for Melody Reed Effective August 26, 2019
- Resolution 19-08-149P, In the Matter of Filling a Vacant Position Effective August 14, 2019
- Resolution 19-08-150P, In the Matter of Filling a Vacant Position Retroactive to August 1, 2019
- Resolution 19-08-151P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to August 1, 2019
- Resolution 19-08-152P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective September 1, 2019
- Resolution 19-08-153P, In the matter of a Longevity Increase for Kelly Allman Effective September 1, 2019

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.

Resolution 19-08-154P, In the Matter of Granting Salary Longevity Increase for Renee Hacker Effective September 1, 2019  
Resolution 19-08-156P, in the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date  
Resolution 19-08-157P, In the Matter of Granting a Salary Merit Step Increase for Arnold Hill Retroactive to July 1, 2019

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

Amendment #12 to IGA 153119- CHW- funding adjustments  
Affiliation Agreement with University of Central Florida- CHW-Masters of Social Work program  
Contract Renewal with His Hands Adult Care- CHW- adult foster care  
Agreement with Austin Adams- CHW- relocation expenses reimbursement  
Timber Sale Contract- Forestry- Scott Timer Co. purchase of BH-1-20  
IGA with DAS- Finance/Tax- printing addressing, etc. of property tax statements

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

Maintenance Agreement with Bay Area Copiers- CHW- digital copiers  
Annual Testing & Inspection Agreement with Johnson Control- Jail- fire alarms

**6. LATE AGENDA ITEMS**

- A. Request Approval of Contract with Mental Health Associates- CHW
- B. Request Approval of Agreement with Coquille Watershed Association for Culvert Replacement- Road
- C. Request Approval to Purchase Electric Utility Vehicle- Parks
- D. Request Acceptance of Grant Young Memorial Planning Assistant Grant & Authorize Planning Director to Sign- Planning
- E. Request Approval of Order Making Reappointments to Urban Renewal Board of Directors- BOC

**7. COMMISSIONERS REPORTS**

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

*LATE* AGENDA ITEM COVERSHEET

Agenda Item Title: Mental Health Associates dba SHAMA

Department: Coos Health & Wellness

Requested Agenda Date: 09/03/19

Contact Person: Mike Rowley

Phone/Ext.: 541-266-6778

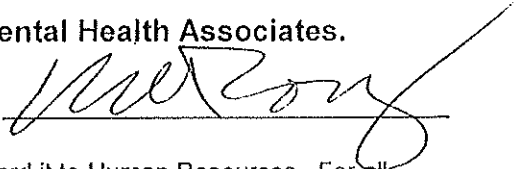
**Background and description of need or problem:** This contract provides funding for the Behavioral Health Consumer drop-in center, Assertive Community Treatment services and Supported Employment services.

No County General Funds will be used for this contract.

Funding Source: 021-1302-444.36-01

**Requested Action:** Approve and sign the contract with Mental Health Associates.

Date: 08/28/19

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: CT

Treasurer: MS

Human Resources: \_\_\_\_\_

BOC forwards signed Contract/Grant to: 1 to CHW, Debby Reed  
1 to Clerk's Office for filing

*6A*



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

*LATE* **WORKGROUP AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Approve & Sign the Agreement with Coquille Watershed Association for the Big Creek Culvert Replacement Project (Huff & Fall Creek).

**Department:** Road Dept.

**Requested Agenda Date:** *9/3/19*  
~~8/27/19~~

**Contact Person:** John Rowe

**Phone/Ext.:** 7665

**Background and description of need or problem:** This Cooperative Agreement with Coquille Watershed is to replace two culverts on Big Creek Road. Coquille Watershed will purchase the culverts and rock while the Road Department will be responsible for the installation.

**Funding Source:** N/A

**Requested Action:** Approve & Sign the Agreement with Coquille Watershed Association for the Big Creek Culvert Replacement Project.

**Date:** 8/14/19

**Signature of Dept. Head:** *John Rowe*

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**Departments Affected:**

**COUNSEL:** *CT*

**TREASURER:** *MS*

**HUMAN RESOURCES:**

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

*6B*



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

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Approval to purchase a 2020 Club car Carryall 300 electric utility vehicle.

**Department:** Parks

**Requested Agenda Date:** 9/3/19

**Contact Person:** John Rowe

**Phone/Ext.:** 7665

**Background and description of need or problem:** This purchase was approved in our FY 20 budget for Laverne Park. We would like to purchase a new 2020 Club Carryall 300 from Foursom Golf Cars for the amount quoted of \$9559.80. Craig did get a quote from Salem golf car for 9,554.00 but this quote did not have all the same accessories needed for a park golf car. He also asked to get a quote from local a dealer, Yamaha, but they were not able to give him a quote.

**Funding Source:** 010-1800-452.60-01 Equipment

**Requested Action:** Approve the purchase of a new 2020 Club Carryall 300 electric utility vehicle for \$9559.80 from Foursom Golf Cars.

**Date:** 8/28/19

**Signature of Dept. Head:** John Rowe

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**Departments Affected:**

**COUNSEL:** CT

**TREASURER:** NS

**HUMAN RESOURCES:**

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

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

bc

## SUMMARY OF QUOTES COOS COUNTY

County Department:

Goods and/or Services Specifications:

1. 2020 Club Carry All 300 Electric utility vehicle.

How Solicited:          x   Written                           Oral

The Department requested quotes from the following firms:

Date	Firm	Contact Person	Quoted Price
8/2/19	Foursom Golf Cars		*9559.80
8/26/19	Salem Golf Car	-	9554.00
8/13/19	Yamaha of North Bend	-	-

If evaluation factors other than price:

Firm					Total Score
<u>Foursom</u>	This golf car include many accessories that are need for a park type golf car.				
<u>Salem golf Car</u>	They could not match all the accessories that Foursom golf car included with their quote. With the Foursom Quote only \$5.80 more it is the much better deal.				

Solicitor:

Department's Recommendation:

Recommend going with the quote from Foursom, this is the best Golf car that fits the needs of our park use and has the accessories that also are the best fit for use at our park.



BOG only: \_\_\_\_\_  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** GY-21-142 Oregon Department of Land Conservation and Development Grant. "The Grant Young Memorial Planning Assistance Grant"

**Department:** Planning Dept                      **Requested Agenda Date:** September 3, 2019

**Contact Person:** Jill Rolfe, Planning Director    **Phone/Ext.:** 7770

**Background and description of need or problem:**  
This grant opportunity has been provided to the Coos County Planning. This grant will allow for day to day planning activities to be reimbursed.

This grant was included in Planning's budget.

**Funding Source:** DLCD/State

**Requested Action:** Accept the grant and allow the Planning Director to sign.

**Date:** August 29, 2019                      **Signature of Dept. Head:** Jill Rolfe

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  - 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? **Return to Planning.**

**County Counsel** CT

**Treasurer** MS

**Human Resources** \_\_\_\_\_

*60D*

### CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: \_\_\_\_\_ (complete after filed with Clerk) Contract/Agreement/Grant No.: GY-21-142

Name/Agency Name and Address: Grant Young Memorial - Planning Assistance Grant - DLCD

Contact Person: Angela Williamson Phone No. 503-934-0054

Amount of Contract/Grant Award: \$ 4,000.00

Payment Terms: Lump Sum at time Contract is Signed (state lump sum or amount and time of payments)

Start Date: August 26, 2019 End Date: April 30, 2021

County Department and Employee Responsible for Performance: Planning Department, Jill Rolfe, Planning Director

Description: Planning Assistance Grant

#### FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
100%			

\*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                                       None                                       New (complete sections below)  
 Quote                                       Other \_\_\_\_\_                                       Renewal (no need to complete sections below)  
 Proposal                                       Modification (no need to complete sections below)

- 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:** Reappointments to Urban Renewal Agency Board of Directors

**Department:** BOC

**Requested Agenda Date:** 9/3/19

**Contact Person:** John Sweet

**Phone/Ext.:** 7541

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

Urban Renewal and Port staff have recommended that terms for directors be staggered and to be designated as Seat A and Seat B for each entity represented. The URA board met August 29 and accepted the recommendation.

**Funding Source:** n/a

**Requested Action:** approval of Order 19-08-057C, reappointing members to the Urban Renewal Agency Board of Directors

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

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

\_\_\_\_\_

Treasurer \_\_\_\_\_

\_\_\_\_\_

Human Resources \_\_\_\_\_

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1 BOARD OF COMMISSIONERS  
2 COUNTY OF COOS  
3 STATE OF OREGON

4 In the Matter of Making Reappointments ) ORDER  
5 to the Urban Renewal Agency Board )  
6 of Directors ) 19-08-057C

7 NOW BEFORE THE Board of Commissioners on the 3<sup>rd</sup> day of September, 2019  
8 is the matter of making reappointments to the Urban Renewal Agency Board of  
9 Directors;

10 AND IT APPEARING that the individuals are duly qualified and willing to serve  
11 on the Urban Renewal Agency Board of Directors;

12 NOW, THEREFORE, IT IS HEREBY ORDERED that the following be  
13 reappointed to the Urban Renewal Agency Board of Directors in Seats A, each with a  
14 term set to expire December 31, 2021; Coos County representative Melissa Cribbins;  
15 City of North Bend representative Mike Erbele; City of Coos Bay representative Joe  
16 Benetti; Port of Coos Bay representative Eric Farm; At Large representative Todd  
17 Goergen;

18 AND IT FURTHER BE ORDERED that the following be reappointed to the Urban  
19 Renewal Agency Board of Directors in Seats B, each with a term set to expire  
20 December 31, 2020: Coos County representative John Sweet; City of North Bend  
21 representative Howard Graham; City of Coos Bay representative Lucinda DiNovo; Port  
22 of Coos Bay representative James Martin.

23 DATED this 3<sup>rd</sup> day of September, 2019.

24 BOARD OF COMMISSIONERS

25 \_\_\_\_\_  
26 Chair

27 \_\_\_\_\_  
28 Commissioner

\_\_\_\_\_