

**REVISED AGENDA**  
**COOS COUNTY BOARD OF COMMISSIONERS**  
Owen Building Large Conference Room  
March 19, 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)(f) Information or Records Exempt from Public Inspection
- D. (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 HEARINGS**

- A. Creation of a County-Wide Transportation District
- B. Installation of Gate on County Road 166G

4. **DEPARTMENT HEADS**

- A. Request Approval of IGA #159772 with Oregon Health Authority & Ratify Director's Signature- Coos Health & Wellness (CHW)
- B. Request Approval of Job Description, Advertise & Fill RN Integrated Care Manager Position- CHW
- C. Request Approval of Resolution to Participate in Community Dispute Resolution Program- State Courts
- D. Request Acceptance of Speed Enforcement Grant- Sheriff
- E. Request Approval to Purchase Dispatch Workstation Consoles- Sheriff
- F. Request Approval of Modification #4 to Cooperative Law Enforcement Agreement with US Dept. of Agriculture- Sheriff
- G. Request Approval of Memorandum of Understanding with CADS- Sheriff
- H. Request Approval of Morgue Services Agreement- Medical Examiner
- I. Request Approval of Order Appointing City of Powers as Dog License Vendor- Clerk
- J. Request Approval of Deposit of SAIF Check into General Fund- Finance
- K. Request Approval of IGA with ODOT for Transit Mater Plan & Authorize Chair to Sign- CCAT

5. **CCAT GOVERNING BODY**

- A. Request Approval to Set Up LGIP Account
- B. Request Approval to Dispose of 3 Vehicles
- C. Request Approval to Pay Invoice for Bus Trolley

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.

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

A. **Approval of Minutes**

Worksession- Community Enhancement Plan- January 23, 2019  
Worksession- Tobacco Policy- January 30, 2019  
Worksession- Law Enforcement Stability Act- January 31, 2019  
Worksession- Industrial Lands & Economic Development- February 6, 2019  
Worksession- Community Enhancement Plan- February 20, 2019  
Worksession- Federal Lands/Legislation- February 25, 2019  
Emergency Meeting- February 26, 2019  
Worksession- SCINT- February 27, 2019  
Regular Meeting Minutes- March 5, 2019

B. **Orders & Resolutions**

Order 19-03-018C, In the Matter of Appointing Andrew Carlstrom to the Parks Advisory Board  
Resolution 19-03-034P, In the Matter of a Reclassification and Promotion for Elizabeth Vinyard Effective March 1, 2019  
Resolution 19-03-035P, In the Matter of Granting Salary Merit Step Increase for Melanie Wiegard Effective March 1, 2019  
Resolution 19-03-036P, In the Matter of Granting Salary Merit Step Increase for Mary Johnson Retroactive to February 1, 2109  
Resolution 19-03-037P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date  
Resolution 19-03-038P, In the Matter of a Longevity Increase for Richard Gill Retroactive to December 1, 2019  
Resolution 19-03-039P, In the Matter of a Longevity Increase for Erin Larson Effective April 1, 2019  
Resolution 19-03-040P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective March 1, 2019  
Resolution 19-03-041P, In the Matter of Granting Salary Merit Step increase for Ross Acker Retroactive to February 1, 2019  
Resolution 19-03-042P, In the Matter of a Salary Adjustment Due to Certification for Deanne Clements Effective March 1, 2019

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

Contract with Hecht & Norman- CHW- H1B review  
Contract with Ability Inc.- CHW- claims processing services  
Contract Amendment with Crystal Schott- CHW- relocation expenses  
Agreement with Kids' HOPE Center- CHW- investigation/treatment

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

Contract Renewal with PDQ.com- Information Technology (IT)- Admin Arsenal  
Contract Renewal with Dot Net Nuke- IT- software license

7. **LATE AGENDA ITEMS**

A. Update on CIT Training- BOC

B. Request Approval of Order Delegating Authority to County Forester- County Counsel

8. **COMMISSIONERS REPORTS**

BOC only: Consent Agenda _____ Regular Agenda _____
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**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** CIT Training Update

**Department:** BOC

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

**Contact Person:** Melissa Cribbins

**Phone/Ext.:** 7539

**Background and description of need or problem:** Ross Acker, CHW and Deputy Toby Floyd will give an update on the recent CIT training

**Funding Source:**

**Requested Action:**

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

For all 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 \_\_\_\_\_  
\_\_\_\_\_

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

7A

BOC only: Consent Agenda _____
Regular Agenda _____

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Order Delegating Authority to County Forester

**Department:** Counsel

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

**Contact Person:** Nathaniel Johnson

**Phone/Ext.:** 7690

**Background and description of need or problem:** The question of the appropriate processes surrounding negotiations for the purchase of land for incorporation into the County Forest has arisen on numerous occasions in the past several years. Proposed Order 19-03-020L would set forth written processes intended to create an efficient written procedure for the County Forester to make purchase offers on forest land. The Order would allow the County Forester to make purchase offers on properties with Board liaison approval in situations where it would not be possible to schedule a Board meeting in time to make a competitive offer. The proposed Order would also give the County Forester the explicit spending authority to commit to purchase and sale agreements requiring up to \$10,000 in earnest money in the situations described above.

**Funding Source:** N/A

**Requested Action:** Discuss and approve Order 19-03-020L

**Date:** 3/4/19

**Signature of Dept. Head:** *Nathaniel Johnson*

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:** *NJ*

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

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**BOC forwards signed document to Counsel's office.**

*JB*

1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS

3 STATE OF OREGON

4 IN THE MATTER OF DELEGATION OF ) ORDER  
 5 AUTHORITY TO THE COUNTY FORESTER TO ) 19-03-020L  
 6 MAKE CERTAIN OFFERS TO PURCHASE REAL )  
 7 PROPERTY AND TO SIGN CERTAIN STANDARD )  
 PURCHASE AND SALE AGREEMENTS )

8 NOW BEFORE the Board of Commissioners (Board) sitting for the transaction of  
 9 County business on the 19<sup>th</sup> day of March, 2019 is the matter of delegating authority to the  
 10 Coos County Forester to make offers to purchase real property for County Forest purposes as  
 11 specified herein. The Board hereby makes the following findings of fact:

- 12 1. The County has designated a County Forest Reserve Fund for the purpose of  
 13 acquiring additional lands for incorporation into the County Forest.  
 14 2. The County Forest is a critical County resource, and the speedy and efficient  
 15 acquisition of additional County Forest land is in the best interest of the County.  
 16 3. In order to ensure the competitive acquisition of additional properties for the  
 17 County Forest, the County must have the ability to make purchase offers in a quick  
 18 and efficient manner. The Board finds that delegating authority, as specified and  
 19 limited herein, to the County Forester will increase the County's ability to  
 20 effectively purchase real property.

21 NOW, THEREFORE, THE COOS COUNTY BOARD OF COMMISSIONERS HEREBY  
 22 ORDERS AS FOLLOWS:

- 23 A. The County Forester is delegated the authority granted in sections B, C, and D below  
 24 only in circumstances where a Board meeting cannot reasonably be scheduled in time  
 25 for the County to make a competitive offer on specific real property.  
 26 B. Upon consultation with the Finance office and upon obtaining Board liaison approval,  
 27  
 28

1 or upon obtaining the approval of an alternate Commissioner if the Board liaison is not  
2 available, the County Forester is hereby delegated the authority to make offers to  
3 purchase real property for incorporation into the County Forest. The offered purchase  
4 price shall not exceed the lesser of the following:

5 i. \$1,000,000; or

6 ii. The then current balance in the County Forest Reserve Fund, with due  
7 consideration for any future obligations owing from said Fund.

8 C. Upon consultation with Counsel's office, the County Forester may enter into standard  
9 purchase and sale agreements to memorialize any agreement to purchase real property  
10 under section B. above. Notwithstanding anything to the contrary in the County Rules,  
11 the County Forester shall have the authority to commit up to \$10,000 in earnest money  
12 in approved purchase and sale agreements under this section. Counsel's office shall  
13 ensure that any signed purchase and sale agreement limits the County's liability to the  
14 earnest money deposit required therein.

15 D. As soon as possible after making any offer or signing any agreement under sections B.  
16 and C. above, the County Forester shall schedule a meeting with the Board in order to  
17 seek ratification of the offered purchase of real property and obtain any additional  
18 approvals necessary to effectuate said purchase.

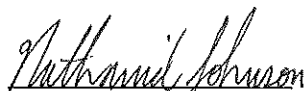
19 Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

20 BOARD OF COMMISSIONERS

21 \_\_\_\_\_  
22 Chair

23 \_\_\_\_\_  
24 Commissioner

25 Approved as to form:

26   
27 Office of Legal Counsel  
28

\_\_\_\_\_ Commissioner