

**REVISED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room  
September 18, 2018  
8:30 A.M.

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

A. (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. **DEPARTMENT HEADS**

A. Briefing on Proposed Amendments to Empire Urban Renewal District- BOC/City of Coos Bay

B. Request Approval to Purchase Electronic Health Record System- Coos Health & Wellness (CHW)

C. Request Approval of Resolution to Transfer Funds- CHW

D. Request Approval to Transfer Funds from Operating Contingency- Parks

E. Request Approval of Resolution Authorizing Grant Applications & Signature- Parks

F. Request Award of Contract for 2018 Paving Project- Road

G. Request Approval to Install Metal Carport Covering & Authorize Signature on Compliance Determination to Planning- Sheriff/Animal Control

H. Request Award of Contract for Alarm Monitoring- Maintenance

I. Request Approval of Pay Scale for Mobile Response Team- Human Resources (HR)

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

A. **Approval of Minutes**

Worksession- Tioga Sports Parks Assoc. Update- August 27, 2018

Joint Workgroup Minutes- August 28, 2018

Regular Meeting Minutes- September 4, 2018

B. **Orders & Resolutions**

Order Initiating Vacation 18-09-059L, In the Matter of Initiating a Vacation of an Alley Between Lot 500-600 at 18<sup>th</sup> St SE & 19<sup>th</sup> St SE Block 27 in the Portland Addition to Bandon Plat Located in Bandon, Coos County, Oregon

Order Initiating Vacation 18-09-060L, In the Matter of Initiating a Vacation of a 10 Foot Strip of Land NE and 20 Food Strip SE Along the Parcel Located at 27-12-24CB TL 400 Located in Coos County, Oregon

Resolution 18-09-159P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective September 1, 2018

Resolution 18-09-160P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

Resolution 18-09-161P, In the Matter of a Reclassification for Melanie Wiegard, Tina LaMar, Shannon Hamlin-Betea, and Keeley Harris Effective October 1, 2018

Resolution 18-09-162P, In the Matter of Filling a Vacant Position Effective September 1, 2018

Resolution 18-09-163P, In the Matter of Filling a Vacant Position Effective September 1, 2018

Resolution 18-09-164P, In the Matter of a Reclassification for Dennis Backman Effective September 2, 2018

Resolution 18-09-165P, IN the Matter of a Salary Adjustment Due to Certification for Melanie Wiegard a Coos County Employee Retroactive to March 1, 2018

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)**
  - Contract with Tri-County Plumbing- CHW- irrigation water line installation & repair
  - Agreement with Echo- CHW- adding mobile assessment components
  - MOU with Advanced Health- CHW- community health assessments
  - IGA Amendment #3- CHW- adding funding to CaCoon program
  - Contract for Planting PL-1-18 with Rye Tree Service- Forestry- 120,000 seedlings
  - Renewal of Annual Advertising Agreement with Lee Enterprises- Counsel- The World/Bandon
  - Western World advertising rates
  - Contract with MSDSONline- Maintenance- database for chemicals used
  
- D. **Maintenance Agreements/Licensing (authorize Chair to sign where necessary)**
  - Elevator Maintenance Contract with Centric Elevator- Maintenance
  - Renewal of Varonis software maintenance/licensing- IT

5. **LATE AGENDA ITEMS**

- A. Request Approval to Hire Park Ranger at Step 3- Parks
  
- B. Request Approval to Extend Waiver of Fees for Metal Collection- Solid Waste
  
- C. Request Approval of Amendment #1 to ODOT Grant Agreement #32182- Finance

6. **CCAT GOVERNING BODY**

- A. Request Approval of By-Laws for STF/STIF Advisory Committee

7. **COMMISSIONERS REPORTS**

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

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** New Park Ranger Hiring

**Department:** Parks

**Requested Agenda Date:** 9/18/18

**Contact Person:** Larry Robison

**Phone/Ext.:** 7756

**Background and description of need or problem:** After interviewing applicants for the new Park Ranger position, we have selected Calvin Napier. During the interview process we discovered that he has a current herbicide and pesticide applicators license along with up to date knowledge of water systems such as we have at Laverne and Powers. Taking this into account we would like to start Calvin at step 3 instead of step 1. The difference in the amount is currently in our budget due to the fact he won't start his position until October 1.

**Funding Source:** 010-1800-452.10-01 Regular wages.

**Requested Action:** The BOC approve hiring Calvin Napier at step 3.

**Date:** 9/10/18 **Signature of Dept. Head:** Larry Robison

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:** NT

**TREASURER:** MS

**HUMAN RESOURCES:** STEP 1 = 2809 p/m STEP 3 = \$3,033 p/m. CB

5A

BOC only: Consent Agenda
Regular Agenda

**LATE AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request to extend the timeframe for Waiver of Fees for Metal Collection

**Department:** Solid Waste

**Requested Agenda Date:** September 18, 2018

**Contact Person:** John Rowe

**Phone/Ext.:** 7665

**Background and description of need or problem:** For several years the Commissioners allowed the Solid Waste Department to waive fees for metal during the annual metal collection events held by the department. In 2013 it was decided to waive the fees for a year at a time instead of just during the collection events. We then have reviewed this on an annual basis. At this time, I would like to ask for another extension to waive fees for metal to September 30, 2019. This requires permission from the Board of Commissioners to waive the fees for incoming metal during this time period. The Department believes we bring in unwanted metal and household appliances that would otherwise be disposed of at individual's rural property or dumped alongside the county roads. The department will continue to bring in monies paid to us by the company that bales and hauls away the metal.

**Funding Source:** N/A

**Requested Action:** Allow Solid Waste Department to waive fees for metal received at the Beaver Hill Transfer Station until September 30, 2019.

**Date:** September 12, 2018

**Signature of Dept. Head:**

*Jessica Hanson For John Rowe*

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If this is a contract or grant:

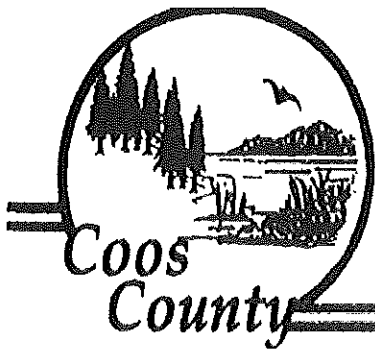
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**Departments Affected:**

**COUNSEL:** *NR*

**TREASURER:** *NR*

*SB*



# Coos County Solid Waste Department

Mailing Address

**Coos County Courthouse**

250 N. Baxter Street  
Coquille, Oregon 97423

Phone (541)-396-7620, (541)-396-7623, (541)-396-7624

Fax (541)-396-1026

Delivery Address

**Beaver Hill Disposal Site**

55722 Highway 101

Coos Bay, Oregon 97420

## Public Service Announcement

### **Metal Collection Event**

Coos County has extended the time period for the metal collection event at the Beaver Hill Disposal Site. The time period has been extended to **September 30, 2018**. The fee for metal will be waived for this time period.

Examples of accepted items:

- ◆ washers, dryers, stoves, water heaters, small metal appliances
- ◆ wood burning stoves
- ◆ empty burn barrels
- ◆ barbeques
- ◆ microwave ovens
- ◆ refrigerators/freezers – Coos County will remove freon and compressors
- ◆ small and large metal tools
- ◆ metal furniture
- ◆ bicycles
- ◆ exercise equipment (metal)
- ◆ tire rims
- ◆ lawn equipment (drained)
- ◆ empty propane tanks with valve/stem removed
- ◆ metal fencing with wood posts removed
- ◆ nails, screws, misc. (please place in metal container or tin cans)
- ◆ miscellaneous scrap metal

Not accepted: vehicles, logging and fishing cable

**If you have any questions, please call 541-396-7620. Please leave a short message and a phone number as booth attendant may be outside the booth with customers.**

If you have household garbage, furniture, brush, tires, or construction debris that you are bringing to Beaver Hill, please remember those items will need to be separated. The fees for these items will not be waived during the metal collection event.

Recycling items that are accepted at Beaver Hill are as follows:

- ◆ E-Waste (TV's, Computers, Monitors, Keyboards, Mice & Printers)
- ◆ Newspapers, Magazines, High-grade Office Paper
- ◆ Corrugated Cardboard (flattened)
- ◆ Aluminum and tin cans –(must be clean)(do not flatten)
- ◆ Plastic (Bottleneck #1 - #2) (milk jugs, water bottles, laundry soap jugs, etc.) – must be clean, no lids
- ◆ Glass jars – Clear, green, blue and brown – (must be clean)
- ◆ Flower pots – any size/material – These are for re-use – must be clean – do not put in commingled
- ◆ Motor Oil & Cooking Oil (in 1-5 gallon labeled containers with tight lids – non leaking)
- ◆ Antifreeze (in 1-5 gallon labeled containers with tight lids – non leaking)
- ◆ Lead-Acid Batteries (auto, motorcycle, lawn equipment)
- ◆ Rechargeable Batteries, Nickel Cadmium, Lithium Ion, Nickel Metal Hydride Batteries
- ◆ Cell phones
- ◆ Paint (accepted in the Paint Care Program – see [www.paintcare.org](http://www.paintcare.org) for acceptable paints)

*Beaver Hill Disposal Site Hours*

*Tuesday – Saturday: 8:00 A.M. to 4:30 P.M.*

*Closed Sunday and Monday and Holidays*

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

### LATE AGENDA ITEM COVERSHEET

**Agenda Item Title:** ODOT Rail & Public Transit Division Grant Agreement #32182  
Amendment No. 1

**Department:** Finance

**Requested Agenda Date:** September 18, 2018

**Contact Person:** Megan Simms

**Phone/Ext.:** 7730

**Background and description of need or problem:** Section 5310 agreement for transportation purchased services for 2017-2019. This amendment reallocates \$68,191 from preventative maintenance to contracted service. The total amount of the grant will remain at \$507,458.

**Funding Source:** ODOT Rail & Public Transit Division

**Requested Action:** Approve and sign agreement #32182 Amendment No. 1

**Date:** 9/14/2018

**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.

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

Treasurer  \_\_\_\_\_

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

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filed with Clerk) Contract/Agreement/Grant No.: 32182 Amend #1

Name/Agency Name and Address: Oregon Dept of Transportation, Public Transit Division, 555 13<sup>th</sup> Street NE, Salem, OR 97301-4173

Contact Person: Jennifer Boardman Phone No. 541-774-6371

Amount of Contract/Grant Award: \$ 507,458

Payment Terms: Reimbursement - Quarterly (state lump sum or amount and time of payments)

Start Date: July 1, 2017 End Date: June 30, 2019

County Department and Employee Responsible for Performance: Finance, Megan Simms

Description: Transportation purchased services - reallocation of funds

**FINANCIAL INFORMATION**

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		100%	20.513

\*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 CFDA number, each segment must have it's own summary form.

- New                                       Renewal                                       Modification
- Previous Amount: \$ \_\_\_\_\_                                      Original Amount: \$ 507,458
- Previous Date: \_\_\_\_\_                                      Original Date: 6/30/2019
- 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: \_\_\_\_\_