

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
April 17, 2018
8:30 A.M.

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

- A. (2)(e) Real Property Transactions
- B. (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. Request Approval of Amended Pay Scale & Employment Agreement- Coos Health & Wellness
- B. Request Approval of IGA with ODOT for Radar Speed Feedback Signs- Road
- C. Request Approval to Advertise & Fill 2 Deputy DA Positions- District Attorney
- D. Request Approval to Promote John Blanc to Deputy DAII, Step 1- District Attorney
- E. Request Approval to Advertise & Fill Surveyor Tech I Position- Surveyor
- F. Request Approval to Purchase 3 Host Servers- Information Technology (IT)
- G. Request Approval of Revised Job Description; Advertise & Fill Position- County Counsel
- H. Request Approval of Resolution 18-04-046L, Adopting the Coos County Section 3 Plan- County Counsel
- I. Request Approval of Resolution 18-04-045L, Amending Coos County Rules Chapter 3 Public Records- County Counsel

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

A. **Approval of Minutes**

- Worksession- Englewood Diking District- October 10, 2017
- Worksession- BOPTA- October 10, 2017
- Worksession- Vacating the North Bend Annex- October 17, 2017
- Regular Meeting Minutes- March 27, 2018
- Joint Workgroup Minutes- March 27, 2018
- Regular Meeting Minutes- April 3, 2018

B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**

- Transfer of Appropriations Within Department- Road/Fleet- overtime

C. **Orders & Resolutions**

- Order 18-04-028C, In the Matter of Reappointing Members to the CCD Business Development Corporation Board of Directors
- Order 18-04-029C, In the Matter of Appointing Judy Duffy-Metcalf to the CCD Business Development Corporation Board of Directors
- Order 18-04-030C, In the Matter of Appointing Goldie Warncke to the Coos County Noxious Weed District Advisory Board
- Order 18-04-031C, In the Matter of Appointing Matt Whitty to the Forest Advisory Committee
- Resolution 18-04-044B, In the Matter of Decreasing the Cash on Hand in the Public Health Department
- Resolution 18-04-047P, In the Matter of Filling a Vacant Position Effective April 16, 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.

Resolution 18-04-048P, In the Matter of Filling a Vacant Position Effective April 9, 2018
Resolution 18-04-049P, In the Matter of a Personnel Transfer for Macie McCurdy, Effective April 1, 2018
Resolution 18-04-050P, In the Matter of a Longevity Increase for Janet Hickman Effective April 1, 2018
Resolution 18-04-051P, In the Matter of a Longevity Increase for Darius Mede Effective April 1, 2018
Resolution 18-04-052P, In the Matter of a Longevity Increase for Jason Patterson Effective April 1, 2018
Resolution 18-04-053P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 18-04-054P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective April 1, 2018
Resolution 18-04-055P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Retroactive to February 1, 2018

- D. Items Previously Approved (authorize Chair to sign where necessary)**
Agreement with Douglas Public Health Network- Coos Health & Wellness (CHW)
IGA #154672 with State of Oregon Amendment #1- CHW
Contract Renewal with Oregon Contraceptive Care Medical Services- CHW
Contract Renewal with His Hands Adult Care- CHW
Contract with West Coast Fencing- fencing and curbing at Beaver Hill- Solid Waste
Timber Sale Contract BH-8-18 with Rock Creek Timber LLC- Forestry
Change Order #1 to Contract with Jordan Cove Energy- increased funding- Sheriff
Contract with Reese Electric- moving security lock panel- Maintenance
Contract Amendment with Stuchlik Law PLLC- extension- County Counsel
- E. Maintenance Agreements/Licensing (authorize Chair to sign where necessary)**
Renewal of Maintenance Agreement with Dell for Powervault and Power Edge- IT

5. LATE AGENDA ITEMS

- A. Request Approval of Weed Board Grant & Authorize Chair to Sign- Planning/Weed Board
B. Request Approval of Order Appointing Members to Forest Recreation Trail Committee- BOC

6. COMMISSIONERS REPORTS

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Oregon State Weed Board Grant 2018-31-803c

Department: Coos County **Requested Agenda Date:** April 17, 2018
Noxious Weed Advisory Board

Contact Person: Jill Rolfe, Planning Director/ Secretary of the Noxious Weed Board

Phone/Ext.: 7770

Background and description of need or problem:

This grant opportunity has been provided to the Coos County Noxious Weed Advisory Board (Weed Board). This grant will allow for early detection/rapid response (EDRR), effective control, mapping, and education in Coos County. Funding will support a part-time licensed applicator as part of the county EDRR Strike Team that will report to the Weed Board regularly. The applicator will also assist with weed control recommendations to the public and regularly and herbicide cost-share program participants. The applicator will be from the Coos Watershed Association. The Strike Team is dedicated to surveying, documenting, and controlling outlier populations of noxious weeds and new invaders.

This will also require an interdepartmental agreement with the Coos Watershed Association.

Funding Source: Dept. of AG/State

Requested Action: Board approval and signature on 2018-31-803c Grant

authorize chair to sign

Date: 4/12/18

Signature of Dept. Head: Jill Rolfe

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 MS

Treasurer MS

Human Resources na
Revised 5/18/15

SA

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: 2018-31-803c

Name/Agency Name and Address: Oregon Department of Agriculture

Contact Person: Tristen Berg Phone No. 503-986-4622

Amount of Contract/Grant Award: \$ 60,352.00

Payment Terms: \$30,176.00 upon execution of the Grant Agreement, \$15,088.00 on or before 09/30/18, and \$15,088.00 on or before June 30, 2019 (state lump sum or amount and time of payments)

Start Date: 02/27/2018 End Date: 04/30/2019

County Department and Employee Responsible for Performance: Planning Department, Jill Rolfe, Planning Director/Secretary for the Coos County Noxious Weed Advisory Board

Description: The Oregon State Weed Board Grant has been provided to the Coos County Noxious Weed Advisory Board (Weed Board). This grant will allow for early detection/rapid response (EDRR), effective control, mapping, and education in Coos County. Funding will support a part-time licensed applicator as part of the county EDRR Strike Team that will report to the Weed Board regularly. The applicator will also assist with weed control recommendations to the public and regularly and herbicide cost-share program participants. The applicator will be from the Coos Watershed Association. The Strike Team is dedicated to surveying, documenting, and controlling outlier populations of noxious weeds and new invaders.

This will also require an interdepartmental agreement with the Coos Watershed Association.

FINANCIAL INFORMATION

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

*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:

- Bid None
 Quote Other _____
 Proposal

Type of Contract:

- New (complete sections below)
 Renewal (no need to complete sections below)
 Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- | | |
|---|--|
| <input type="checkbox"/> Under \$5000 | <input type="checkbox"/> Equipment Maintenance |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Office Supplies |
| <input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes | <input type="checkbox"/> Used Vehicles |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> State Purchasing |
| <input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Other _____ |

Public Improvement - If Not Using Bid, Mark Exemption:

- | | |
|--|---|
| <input type="checkbox"/> Under \$5000 | <input type="checkbox"/> Alternative Contracting Method Approved by Board |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> 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

BOC only: _____
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Appointing Members to the Forest Recreation Trails Committee

Department: BOC

Requested Agenda Date: 4/17/18

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem: we have found 6 people interested and qualified to serve on the committee, and this order makes those appointments. Each committee member will serve a term of 3 years.

Funding Source: n/a

Requested Action: Approve Order 18-04-032C, In the Matter of Appointing Members to the Forest Recreation Trails Committee

Date: _____

Signature of Dept. Head: _____

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County Counsel _____

Treasurer _____

Human Resources _____

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