

A G E N D A
COOS COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS COURTROOM
March 20, 2012
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
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. **Vacation of a Portion of Seventh Ave. between Blocks 79 & 80- Planning- postponed**
 - B. **Annexation into Fairview Rural Fire Protection District- County Counsel**
4. **DEPARTMENT HEADS**
 - A. **Request Approval to Advertise & Fill Bookkeeper/Accounting Clerk Position #71- Mental Health**
 - B. **Request Approval to Create Admin. Aide Position- Mental Health/HR**
 - C. **Request Approval to Fill Soon-to-be Vacant Position- DA Support Enforcement**
 - D. **Request Approval of Right of Entry/Testing Agreement with US Cellular- Land Agent/Counsel**
 - E. **Request Discussion re: Motocross Track at Riley Ranch- Parks**
 - F. **Request Consideration to Direct Outside Counsel on Water Mitigation Bank- BOC**
5. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - Worksession- CBWR Discussion- July 1, 2011
 - Worksession- CBWR Discussion- July 11, 2011
 - Worksession- Code Enforcement- November 7, 2011
 - Worksession- Carbon Credits- November 9, 2011
 - Executive Session (2)(h)(e)- November 22, 2011
 - Hearing- Transportation System Plan- January 31, 2012
 - Hearing- Pacific Connector Gas Pipeline Deliberations- February 7, 2012
 - Hearing- Pacific Connector Gas Pipeline Deliberations- February 22, 2012
 - Hearing- Formation of Carlson/Primrose SRD- March 8, 2012
 - B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfers of Funds Within the Budget**
 - PBS Engineering Invoices- Pipeline- 3 invoices totaling \$8,385.37
 - C. **Resolutions & Orders**
 - Resolution 12-03-020P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective March 1, 2012
 - Resolution 12-03-021P, In the Matter of a Longevity Increase for Various Coos County Employees Effective March 1, 2012
 - Resolution 12-03-022P, In the Matter of Classifying and Placement of Various County Employees on the Regular Coos County Payroll Effective March 1, 2012
 - Resolution 12-03-023P, In the Matter of a Personnel Transfer Within the Sheriff's Department Effective March 1, 2012
 - Resolution 12-03-024P, IN the Matter of a Personnel Transfer Within the Sheriff's Department Effective March 1, 2012
 - Resolution 12-03-025P, In the Matter of a Salary Adjustment Due to Certification for Various County Employees Effective to March 1, 2012
 - Order Initiating Vacation 12-03-017PL, In the matter of the Vacation of a Portion of the Alley in Block 1 Plat of Sunnyvale, Coos County, Oregon
 - D. **Maintenance/Service Agreements (authorize Chairman to sign when necessary)**
 - LiveScan Fingerprint System- Sheriff- \$7,892
6. **LATE AGENDA ITEMS**
 - A. **Ratification of Declaration of Local State of Emergency- BOC**
 - B. **Request Approval of IGA with City of Coos Bay- SCINT**
 - C. **Request Approval of Grant Application on Behalf of Tioga Sports Park Association- Parks**
 - D. **Request Approval of Contract Amendment with Oregon Community Foundation- Public Health**
 - E. **Request Acceptance of Donations from Friends of Public Health- Public Health**
7. **COMMISSIONERS REPORTS**

1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON
4

5 In the Matter of Declaring a County State of Emergency) ORDER
6) 12-03-022L
7)

8 WHEREAS, ORS 401.305 provides authority for Coos County to act as an emergency
9 management agency, including authority to establish policies and protocols for defining and
directing responsibilities during time of emergency; and

10 WHEREAS, Coos County has enacted a local ordinance (County Code Article 10)
11 pursuant to the authority granted by ORS Chapter 401, that provides for executive responsibility
12 in times of emergency and specifically delegates authority to declare a state of emergency to the
Chair of the Board of Commissioners; and

13 WHEREAS, the following conditions have resulted in the need for a state of emergency:

14 Severe weather, consisting of snow, heavy rains, and high winds has caused a significant number
15 of fallen trees and other hazardous debris on County roads including a high risk of landslide;

16 WHEREAS, the following damage to life and property can be expected from the above
conditions:

17 Damage to vehicles and risk of serious physical injury to persons driving on County Roads by the
18 falling of trees not immediately cut down or removed from right of ways or roads;

19 WHEREAS, the entire County is in a state of emergency.

20 NOW, THEREFORE, IT IS HEREBY ORDERED that:

21 1. The Chair formally declares a state of emergency for Coos County, effective on 15th day of
22 March, 2012 at 8:30am for the entire County.

23 2. The Coos County Office of Emergency Management in conjunction with the Coos County
24 Sherriff's Office shall hereby take all necessary measures including but not limited to:

- 25 a) prohibit or limit the number of persons who may gather or congregate upon any public
26 street or place or any outdoor place within the area designated as an emergency area;
27 b) barricade all streets, roads, and access points to the same, and prohibit vehicular or
pedestrian traffic, or restrict or regulate the same in any reasonable manner in the area
designated as an emergency management area for such distance or degree of regulation as
may be deemed necessary;

Resolution 12-03-022L

GA

1 c) order such other measures as are found to be immediately necessary for the protection
2 of life and / or property.

3 4. The Board of Commissioners further suspends standard competitive bidding procedures to
4 obtain necessary goods, services, and /or equipment to respond to the emergency and redirect
5 funds as necessary for emergency use;

6 5. The Board further delegates authority to County Roadmaster, John Rowe, to enter into any
7 contracts necessary to acquire labor or equipment needed to remove fallen trees and debris
8 obstructing or creating a risk of injury to persons or property, from County roads in the most
9 expeditious manner possible;

4. This declaration of emergency shall expire on 28th day of March, 2012, unless earlier
terminated by action of the Board of Commissioners.

10 Dated this 16th day of March, 2012.

13 Approved as to form:

14 *Alphonse P. Nadeau*
15 Office of Legal Counsel

BOARD OF COMMISSIONERS

Fred R. Mearns
Chair

Cam Farrey
Commissioner

Keith 'Bub' Min
Commissioner

BOC only:
Consent Agenda
Regular Agenda

AGENDA ITEM COVERSHEET

Agenda Item Title: Approval of Agreement between the City of Coos Bay and SCINT

Department: SCINT

Requested Agenda Date: 3/20/12

Contact Person: Kelly Allman

Phone/Ext.: 700

Background and description of need or problem: SCINT has two Grants that cover Officer Overtime. SCINT would like to reimburse the City of Coos Bay for Law Enforcement's SCINT overtime. At this time we will have a Cap of \$8,000 total for the agreement. If more grant funds are received this amount may increase.

Funding Source: Byrne JAG Grant & COPS Grant

Requested Action: Review and Approve attached agreement

Date: 03/15/12

Signature of Dept. Head: Kelly Allman

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: OK / IGA ow drafted previously; just dates | \$ amounts changed. / dl

TREASURER: OK, B

HUMAN RESOURCES: /

BOC forwards signed Contract/Grant to: IGA (2 orgs.) Counsel's Office for processing w/ the City & SCINT.

Commissioners Initials to Place on Agenda ONLY: _____

6B

CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: City of Coos Bay Police Department, Coos Bay, OR 97420

Contact Person: Chief Gary McCoullough Phone No. (541) 269-8911

Amount of Contract/Grant Award: \$ 8,000 to reimburse Overtime

Payment Terms: Monthly (state lump sum or amount and time of payments)

Start Date: 10/01/2011 End Date: 09/30/12

County Department and Employee Responsible for Performance: SCINT Kelly Allman

Description: Community Oriented Policing Services Grant/Oregon Criminal Justice Commission Grant

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		100	16-710 16-738

*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: \$ 8,000

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:

- Under \$5000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency
- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5000
- Under \$50,000 for Quotes
- Under \$100,000 & Not a Transportation Project for Quotes
- Alternative Contracting Method Approved by Board
- Other _____

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 _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Grant Application Request

Department: Parks

Requested Agenda Date: 3/20/12

Contact Person: Larry Robison

Phone/Ext.: 355

Background and description of need or problem: The Tioga Sports Park Association would like to apply for a Local Government Grant for construction at the Tioga Sports Park (Gun Range)

Funding Source: OPRD

Requested Action: The BOC allow apply for a Local Government Grant on behalf of the Tioga Sports Park Association.

Date: 3/14/12

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: _____

TREASURER: OK, B

HUMAN RESOURCES: 

60

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Oregon Community Foundation Contract Amendment

Department: Public Health

Requested Agenda Date: 3/20/12

Contact Person: Frances Smith

Phone/Ext.: 545

Background and description of need or problem: The Department continues to work with the Oregon Community Foundation in the implementation of the 3-year dental project. This amendment to the agreement filed at 2010CA213, updates the definitions/descriptions of the positions funded by the grant (Section B), replaces paragraph c in Section B to allow temporary workers for unfilled positions, and updates the project budget (Section D) with Exhibit B. The updated budget reflects actual expenditures in year one and budgeted expenses for this second year of the project.

Funding Source: Oregon Community Foundation

Requested Action: Approve the amendment to the agreement with the Oregon Community Foundation and authorize the Chair to sign the amendment.

Date: 3/14/12

Signature of Dept. Head: Frances Smith

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:

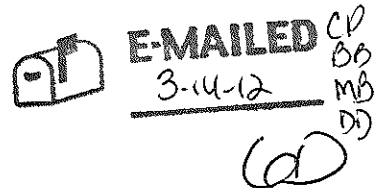
- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: Previously reviewed / approved by Josh Saper

TREASURER: OK, B

BOC forwards signed Contract/Grant to: **Sherrill Lorenzo, Public Health** (~~XXXXXXXXXX~~)


E-MAILED
3-14-12
CD
BB
MB
DD
(CD)

CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: Oregon Community Foundation, 1221 SW Yamhill, Ste., 100, Portland, OR 97205

Contact Person: Melissa Durham Phone No. 503-227-6846

Amount of Contract/Grant Award: \$ 205,072 (yr 1 & 2)

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

Start Date: July 1, 2010 End Date: June 30, 2013

County Department and Employee Responsible for Performance: Frances Smith, Public Health

Description: Amendment to contract filed at 2010CA213; updates definitions/descriptions of funded positions and contains an updated budget, which reflects funds spent in year one and funds allocated for this second year of the grant.

FINANCIAL INFORMATION

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

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- 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: \$ 500,000

Previous Date:

Original Date: 7/1/10

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

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 _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Grants and fundraising proceeds from Coos County Friends for Public Health to support public health services

Department: Public Health

Requested Agenda Date: 3/20/12

Contact Person: Frances Smith

Phone/Ext.: 545

Background and description of need or problem: The Coos County Friends of Public Health (CCFoPH) is a 501c3 organization formed locally by concerned citizens. To meet their mission to support local public health programs that meet the needs of Coos County residents, CCFoPH has continued their efforts of successfully applying for grants and by fundraising. Therefore, CCFoPH presents the following funds to Coos County, for the express purpose of providing public health programs.

The Zonta Club of Coos Bay Area granted \$2,000 to support women's health services; the Coquille Tribal Community Fund granted \$5,000 to support clinic services to both women and men; and CCFoPH held a Purses for Nurses fundraiser, with net proceeds of \$6,897.99, to support women's health services. These funds are now available to Coos County Public Health.

These funds help Coos County Public Health provide services that are not covered by other federal programs, to women and men, to ensure the most comprehensive care possible .

Funding Source: Coos County Friends of Public Health

Requested Action: Accept \$13,897.99 from Coos County Friends of Public Health, which represents \$2,000 from the Zonta Club of Coos Bay Area, \$5,000 from the Coquille Tribal Community Fund and \$6,897.99 from the Purses for Nurses fundraiser to support health services for women and men.

Date: 3/14/12

Signature of Dept. Head: Frances Smith

Departments Affected:

TREASURER: OK, B

BOC forwards signed Contract/Grant to: Sherrill Lorenzo, Public Health



E-MAILED
3-14-12

CP
BB
MB
JE

CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: Coos County Friends of Public Health, P.O. Box 203, Coos Bay, OR 97420

Contact Person: Lindi Quinn Phone No. 541-267-4985

Amount of Contract/Grant Award: \$ 13,897.99

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

Start Date: July 1, 2011 End Date: June 30, 2012

County Department and Employee Responsible for Performance: Public Health, Frances Smith

Description: Grant funds secured from Zonta Club of Coos Bay \$2,000; Coquille Tribal Community Fund \$5,000; and \$6,897.99 from the Purses for Nurses fundraiser to support public health services for women and men.

FINANCIAL INFORMATION

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	100		

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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: \$

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:

- Under \$5000
 Under \$50,000 for Quotes
 Under \$150,000 & Approval from Board for Quotes
 Sole Source
 Contract with Public Agency

- Equipment Maintenance
 Office Supplies
 Used Vehicles
 State Purchasing
 Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5000
 Under \$50,000 for Quotes
 Under \$100,000 & Not a Transportation Project for Quotes

- Alternative Contracting Method Approved by Board
 Other _____

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: _____