

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
December 20, 2016
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. **FEE HEARING**

4. **DEPARTMENT HEADS**

- A. Request Approval of Rate Adjustments for Bandon Disposal & Recycling, Les' County Sanitary Service, Babe's Garbage Service and J&L Sanitation- County Counsel
- B. Request Approval of Contract Modification with Bob Belloni Ranch- Coos Health & Wellness (CHW)
- C. Request Approval of Employment Contract with Jeanine Collier MD- CHW
- D. Request Approval to Purchase Fingerprint Equipment & Software- Juvenile
- E. Request Approval of Modification #11 to BLM Contract & Authorize Sheriff to Sign- Sheriff
- F. Request Approval to Purchase Vehicles from City of Portland- Sheriff
- G. Request Approval to Purchase 2016 Forest Explorer SUV Interceptor- Sheriff
- H. Request Approval to Purchase 2017 Ford Super Duty Pickup for Animal Control- Sheriff
- I. Request Approval to Purchase 3 In-Car Radio Boosters- Sheriff
- J. Request Approval to Purchase 6 Surface Pro 4 Tablets- Sheriff
- K. Request Approval to Pay Invoice for Repairs at Coquille Hill Radio Tower- Sheriff
- L. Request Approval of EMPG Grant #16-506 & Authorize Chair to Sign- Emergency Management
- M. Request Approval of Grant Extension & Authorize Chair to Sign- Planning
- N. Request Approval of Forest Trail Project Grant Agreement; Authorize Chair to Sign; Approval Resolution Adding Appropriations- BOC
- O. Request Approval of Lease with Coos Riders Association- County Counsel
- P. Request Approval of Road Use Agreement Amendment for Weekly Pit- County Counsel
- Q. Request Approval of Amendment to Fixed Fee Contract for LaClair Development- County Counsel
- R. Request Acceptance of Permanent Natural Gas Pipeline Utility Easement with Plant One LLC- County Counsel
- S. Request Approval of Quitclaim Deed & Authorize Chair to Sign- County Counsel

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.

T. Request Approval of Resolution Authorizing Banks & Depositories to Accept Facsimile Signature of Treasurer- County Counsel

U. Request Decision on Pending Class Action Notice for Coos County- County Counsel

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

A. **Approval of Minutes**

Regular Meeting Minutes- December 6, 2016

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

Transfer of Appropriation within Department- Community Corrections- fingerprint equipment

C. **Orders & Resolutions**

Order 16-12-090C, In the Matter of Appointing Members to the Coos County Fair Board

Order 16-12-091C, In the Matter of Reappointing Neil Westfall to the Coos County Budget Committee

Order 16-12-092C, In the Matter of Reappointing Barry Marcov to the Cedar Crest Special Road District Board

Order 16-12-093C, In the matter of Reappointing Jim Risley to the Woods Road District

Resolution 16-12-184P, In the matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

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

Contract with Moda Health Plan for immunization fees- CHW

Contract with Stemmerman Construction to install metal sliding door- Solid Waste

Agreement with J. Herbert Stone Nursery for seedlings- Forestry

Amended Permanent Natural Gas Easement for Seneca Jones Timber Co.- County Counsel

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

Renewal of Telephone System Software Agreements- Information Technology

6. **LATE AGENDA ITEMS**

A. Request Approval of Collector E-Waste Service Agreement- Solid Waste

B. Request Approval of Change Order #1 for Sitkum Lane Slide Repair Project- Road

C. Request Approval of Pay Scale, Updated Job Description & Resolution 16-12-185P- HR

D. Request Approval of Letter of Support for OSU Extension's Application to Travel Oregon- BOC

E. Request Proclaiming December 7, 2016 as Pearl Harbor Remembrance Day for Coos County- BOC

7. **COMMISSIONERS REPORTS**

8. **GOVERNING BODY MEETINGS**

LIBRARY SERVICE DISTRICT

A. Request Decision on Pending Class Action Notice for District- County Counsel

4H/EXTENSION SERVICE DISTRICT

B. Request Decision on Pending Class Action Notice for District- County Counsel

| |
|----------------------------------|
| BOC only Consent Agenda _____ |
| Regular Agenda _____ |

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request Approval of Collector E-Waste Service Agreement

Department: Solid Waste Dept. **Requested Agenda Date:** December 20, 2016

Contact Person: Cheryl Westgaard **Phone/Ext.:** 7623

Background and description of need or problem: We have an agreement with URT for pickup of electronic waste from the Beaver Hill site. This new service agreement will remain in place until 12/6/17 and shall continue in effect from year to year thereafter. However, we may terminate this agreement with 30 day written notice at any time during the course of the agreement. This agreement covers our part for participation in the Oregon E-cycles program through DEQ for the State of Oregon. It allows our department to accept covered electronic devices at no cost to the customer. Currently "Covered Electronic Devices (CED's) are TV's, Monitors, CPU's, Laptops, Printers, Keyboards, Mice and any computer peripheral.

Funding Source: N/A

Requested Action: Approve agreement with URT (Universal Recycling Technologies, LLC) for pickup of Electronic Waste from Beaver Hill Disposal Site and authorize board chair to sign the agreement.

Date: December 14, 2016

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 agreement 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

COUNSEL:  _____

BOC forwards signed Contracts to: Please scan signed copy of agreement to the Solid Waste Department

6A

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: Universal Recycling Technologies 10151 SE Jennifer Street, Clackamas, OR 97015

Contact Person: Bryan Catello - regional account manager Phone No. 503-722-2236 ext 409

Amount of Contract/Grant Award: \$ N/A

Payment Terms: different prices per pound received for e-waste (TV's & Monitors, Printers, Computers, Keyboards and Mice) URT pays for the pickup transportation, the gaylord boxes and pallets for shipping of electronic waste (state lump sum or amount and time of payments)

Start Date: December 20, 2016 End Date: 12/6/17 with year to year continuation unless termination

County Department and Employee Responsible for Performance: Solid Waste Department - Cheryl Westgaard

Description: Collector E-Waste Service Agreement

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 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
- Quote
- Proposal
- None
- Other state program

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 state sponsored program

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)

Contract and Grant Summary Form Revised 6/20/05
Date Approved by BOC: _____ Reviewed by Counsel: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: 2016 Sitkum Lane Slide Repair Project – Change order request #1

Department: Road

Requested Agenda Date: 12/20/16

Contact Person: John Rowe

Phone/Ext.: 7665

Background and description of need or problem: While widening the road to allow for a shoulder barrier for the 2016 Sitkum Lane Slide repair project Knife River discovered a rock ledge that would need hammered out to complete this portion of the project. The change order request is for \$10,013.59 which requires additional equipment and time to hammer the rock ledge back and install steel posts vs. wood posts.

Funding Source: 003-2703-431.33-06 STP EXCHANGE

Requested Action: Approve Change Order Request #1 for \$10,013.59 on the 2016 Sitkum Lane Slide Repair Project

Date: 12-13-16

Signature of Dept. Head: John Rowe

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 na

Treasurer MS

Human Resources na

603

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filed with Clerk)

Contract/Agreement/Grant No.:

Name/Agency Name and Address: LTM Incorporated, DBA: Knife River Materials, PO Box 1720, Coos Bay, OR 97420

Contact Person: Richard Skinner Phone No. 541-269-1915

Amount of Contract/Grant Award: \$ 308,958.74 (new amount including change order no. 1)

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

Start Date: 9/12/16 End Date: 11/4/16

County Department and Employee Responsible for Performance: John Rowe, Roadmaster

Description: 2016 SITKUM LANE SLIDE REPAIR PROJECT- CCO#1 ROCK HAMMERING \$10,013.59

FINANCIAL INFORMATION

Table with 4 columns: 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 Svcs. 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.

Form with checkboxes for New, Renewal, Modification, Automatic Renewal?, Will unemployment cost be incurred?, Staff Requirements: New, Existing, Subcontract

PUBLIC CONTRACTING INFORMATION

Method of Selection: Bid, Quote, Proposal; Type of Contract: New, Renewal, Modification

Type of Contract: Goods and Services - If Not Using Bid or Proposal, Mark Exemption; Public Improvement - If Not Using Bid, Mark Exemption; Personal Services Contract - If Not Using Proposal, Mark Exemption

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Certificate of insurance required? Form of contract: Oral, Written

Date Approved by BOC: Reviewed by Counsel: [Signature]

| |
|----------------------------------|
| BOC only Consent Agenda _____ |
| Regular Agenda _____ |

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Approval of pay scale for Pay Grade 829, approval of updated position description for County Treasurer / Finance Director, and approval of Resolution 16-12-185P.

Department: HR Department **Requested Agenda Date:** 12/20/2016

Contact Person: Keith Leitz **Phone/Ext.:** 7960


Background and description of need or problem: Request Board permission to approve the following pay scale for Pay Grade 829 (County Treasurer/Finance Director):

| <u>CLASSIFICATION</u> | <u>PAY GRADE</u> | <u>STEP 1</u> | <u>STEP 2</u> | <u>STEP 3</u> | <u>STEP 4</u> | <u>STEP 5</u> | <u>STEP 6</u> |
|-----------------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| County Treasurer/Finance Director | 829 | 6,250 | 6,600 | 6,950 | 7,300 | 7,650 | 8,000 |

Also, request Board permission to approve the attached job description which reflects the new duties added, and approve Resolution 16-12-185P.

Funding Source: 001-2100-415.10-01 / 001-2300-415.10-01

Requested Action: Approve new pay scale 829, approve updated job description, and approve and sign Resolution 16-12-185P.

Date: 12/15/2016 **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:  _____

HUMAN RESOURCES:  _____

BOC forwards signed document to Counsel's office.



Revision Date: December 14, 2016

| | |
|----|--|
| 1. | Current Classification Title: Finance Director |
| 2. | Working Title: Finance Director |
| 3. | Department: Finance |
| 4. | Pay Grade & Range: Finance Director only: 827 \$5,250 - 7,000/mo County Treasurer & Finance Director: 829 \$6,250 - 8,000/mo Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____ Excluded from Bargaining Unit? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Eligible for Overtime? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| 5. | What is the purpose of this position? Directs the day to day operations of the Finance Department. Directs the County's financial management including financial reporting, accounts payable, accounts receivable, fixed assets and payroll. Directs the development and implementation of related policies and procedures. Responsible for the initial development of the County's annual budget and subsequent amendments of budgets during the fiscal year. Serves as the County Budget Officer and Tax Collector. Administers the daily operations of the Finance Department. |
| 6. | Essential functions of position. (Reason position exists is to perform these functions.) List duties that must be performed to accomplish the purpose of the position. <ul style="list-style-type: none">• Manages the accounting activities. Maintains all County financial accounts and records. Oversees the processing of fiscal documents, check writing (for accounts payable and payroll), payroll administration, payment of bills, and the preparation, analysis, and publication of County financial statements and reports. Responsible for compliance with I.R.S. rules and regulations concerning payroll and benefits, annual reporting, arbitration rules and regulations relative to bonds and other state and federal rules and regulations.• Manages and evaluates the performance of staff in the Finance Department and takes and/or recommends appropriate action.• Establishes internal operating policies and procedures, accounting and budgetary policies and procedures for adoption by the County.• Ensures the effective communication of accounting policies and procedures to staff in other County departments and works with officials in other County departments to ensure that accounting policies and procedures are implemented and adhered to.• Advises the Board of County Commissioners on the administration of fiscal management issues and projected changes in areas including implementing federal laws, workers compensation, interagency transfers and related benefits including retirement, and other organizational issues.• Plan Administrator for Retired Plan (401K) and Deferred Compensation Plan (457). Insures Plan maintains tax deferred status. Insure compliance tests are met and that Plan stays in compliance with all tax changes by initiating appropriate action to comply with Federal laws. Provides direction to alternative retirement options/plans including Post Employment Health Plan and PERS.• Prepares and manages the budget by leading the planning, development and control activities. Prepares or analyzes revenue projections. Monitors the County's long range cash flow for planning purposes, and advises the County Commissioners on the status of the County budget. Develops a multi-year forecast for revenues and expenditures to allow for planning changes in the level of services to be provided.• Provides budgetary analysis service to County departments. Evaluates budgetary performance of various departments. Develops guidelines for improvements in the budget development, planning and control processes.• Directs the development and administration of the County's capital improvement plan, including financial analysis and restructuring of debt, bond issues, capital construction, self insurance, and lease/purchase agreements.• Makes recommendations to the Board of Commissioners on requests for additional funding. Works with other County departments as appropriate on routine budget and financially related matters.• Responsible for state and federal compliance audits and preparation of Comprehensive Annual Financial Report. Conducts annual financial and performance audits of selected county agencies and/or departments and other |

jurisdictions as may be required

- Provides financial analysis for labor negotiations and other financial transactions.
- Responsible for tax collection.

7. Supervision.

- This position is supervised by the Coos County Board of Commissioners.
- This position exercises supervision over the staff in the Finance Department.

8. Working conditions of position.

Typical office setting. Usual hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. Travel within and occasionally outside of the County may be required. Operates occasionally under high stress situations for both quantity and quality of work. Job occasionally requires long working hours to meet deadlines.

9. List required special skills, licenses, certificates, etc.

- Bachelor's degree in accounting, finance, business administration or a related field preferred. Five years administrative accounting experience in a public agency, preferably utilizing governmental and fund accounting, and/or in a public accounting firm servicing clients using governmental and fund accounting. Any equivalent satisfactory combination of experience and training which ensures the ability to perform the work may substitute for the above.
- Requires knowledge of accounting rules and procedures for governments, auditing procedures; pension law and interpretations; state budget law and compliance; management principles and applications; contract and bid law and procedures personnel and labor law compliance and reporting issues; P.E.R.S. and deferred compensation.
- Strong analytical and assessment skills.
- Strong verbal, written, interpersonal and negotiation skills.
- Ability to use accounting spreadsheets and word processing.
- Ability to operate a computer, calculator and other office equipment and machinery.
- Experience on automated financial systems operations.
- Must be computer literate.

10. Is operation of motor vehicle required? Yes No

11. List equipment, tools, machines used in performance of duties.

Skilled in use of current computer and software technology, telephone, copy machine, fax machine, and other general office machines such as personal computer, laptop, calculator, and occasionally microfiche, recording equipment, and overhead projector. Must be familiar with Microsoft Word, Outlook, Excel, and PowerPoint, and Adobe Acrobat. Must also be familiar with financial accounting programs commonly used by county governments.

EXHIBIT A

| <u>CLASSIFICATION</u> | <u>PAY GRADE</u> | <u>STEP 1</u> | <u>STEP 2</u> | <u>STEP 3</u> | <u>STEP 4</u> | <u>STEP 5</u> | <u>STEP 6</u> |
|-----------------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| County Treasurer/Finance Director | 829 | 6,250 | 6,600 | 6,950 | 7,300 | 7,650 | 8,000 |

1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS/STATE OF OREGON

3 In the Matter of a Pay Scale Adjustment) R E S O L U T I O N
4 For Pay Grade 829, Coos County Treasurer /)
5 Finance Director, Effective January 1, 2017) 16-12-185 P

6 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a regular
7 meeting held December 20, 2016, and whereas the Coos County Finance Director
8 has been elected in a general election to the position of Coos County
9 Treasurer, effective January 1, 2017; and

10 WHEREAS, the Coos County Finance Director will perform the duties of
11 Finance Director, and Coos County Treasurer; and

12 WHEREAS, the Board of Commissioners having determined this date that a
13 Pay Scale adjustment is in order for the Pay Grade 829 to reflect the extra
14 duties being performed in the fiscal and contractual management of the County's
15 Finance office;

16 THEREFORE BE IT RESOLVED reclassifying the following employee to Pay
17 Scale 829, as set forth in Exhibit A, attached hereto and incorporated herein
18 by reference; effective January 1, 2017:

| <u>EMPLOYEE</u> | <u>CLASSIFICATION</u> | <u>Grade</u> | <u>RGE.</u> | <u>STEP</u> | <u>AMOUNT</u> |
|---|------------------------|--------------|-------------|-------------|---------------|
| <u>FINANCE & TAX - 001-2100-415.10-01</u> | | | | | |
| Megan Simms | Finance Director (63%) | 829 | -- | 1 | \$3,938 |
| <u>TREASURER - 001-2300-415.10-01</u> | | | | | |
| Megan Simms | County Treasurer (37%) | 829 | -- | 1 | \$2,312 |

22 DATED THIS _____ day of _____, 2016.

23 BOARD OF COMMISSIONERS

24
25
26 _____
Commissioner Commissioner Commissioner

| |
|-----------------------------------|
| BOC only: Consent Agenda _____ |
| Regular Agenda _____ |

AGENDA ITEM COVERSHEET

Agenda Item Title: Letter of Support for OSU Extension's Application to Travel Oregon

Department: BOC

Requested Agenda Date: 12/20/16

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem: the application is to Travel Oregon's RFQ to participate in the Regional Cooperative Tourism program

Funding Source: n/a

Requested Action: Approval of letter of support

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:

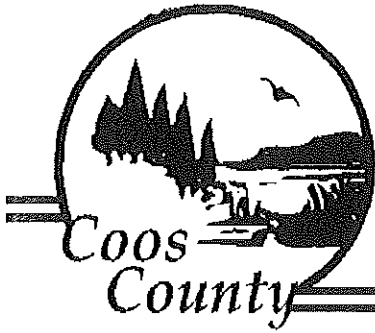
- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned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

County Counsel _____

Treasurer _____

Human Resources _____

60



BOARD OF COMMISSIONERS

250 N. Baxter Street, Coquille, Oregon 97423

(541) 396-7535

FAX (541) 396-1010 / TDD (800) 735-2900

E-Mail: bbrooks@co.coos.or.us

Melissa Cribbins

Robert "Bob" Main

John Sweet

December 20th, 2016

RE: Support for Oregon State University Extension's application to Travel Oregon's RFQ to participate in the Regional Cooperative Tourism Program

Dear Travel Oregon,

This letter is in support of Oregon State University's application to the RFQ process in their efforts to play a strong role in Travel Oregon's Regional Cooperative Tourism Program. Oregon State University Extension has been a fabric in Oregon communities for over 100 years and has a long track record of working alongside local stakeholders to provide research based information and regional solutions to enhance economic development and community vitality. OSU Extension is well positioned to implement key components of the Regional Cooperative Tourism program due to their ability to provide regional coordination, workforce training, applied research, and outreach to small businesses. Their recent investment in the first OSU extension position in tourism and business development demonstrates their commitment to serving the outdoor recreation and tourism sector in our region.

Oregon State University is trusted in our community, and we feel that they can help tie diverse regional tourism stakeholder groups together such as industry, local government, state and federal agencies, non-profits, education, and local citizens. OSU is an organization that will listen to our community and serve us in a way that honors and respects the local voice. Thank you for interest in this letter of support.

Sincerely,

John Sweet
Chair, Coos County Commission

Melissa Cribbins
Commissioner

Robert "Bob" Main
Commissioner

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Proclaiming December 7, 2016 Pearl Harbor Remembrance Day For Coos County

Department: BoC

Requested Agenda Date: 12/20/16

Contact Person: Keith Leitz

Phone/Ext.: 7690

Background and description of need or problem: At the suggestion CWO4 (ret) Don Gurney, the County is proclaiming December 7, 2016 "Pearl Harbor Remembrance Day for Coos County".

Funding Source: n/a

Requested Action: Proclaim December 7, 2016 as "Pearl Harbor Remembrance Day for Coos County".

Date: 12/16/16/

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: ML _____

TREASURER: N/A _____



1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS

3 STATE OF OREGON

4
5 In the Matter of Proclaiming December 7, 2016 Pearl Harbor) PROCLAMATION
6 Remembrance Day For Coos County)
7)

8 NOW BEFORE THE Board of Commissioners sitting for the transaction of County
9 business on the 20th day of December, 2016 is the matter of proclaiming December 7, 2016
10 “Pearl Harbor Remembrance Day for Coos County”;

11 WHEREAS , December 7, 2016 marked the 75th anniversary of the attack on the United
12 States at Pearl Harbor, Hawaii - a day that lives in infamy – and that forever changed the course
13 of history for this nation and the world;

14 WHEREAS, In the early morning of December 7, 1941, without any warning or
15 provocation a surprise attack by the Japanese Imperial Navy resulted in the death of 2,403
16 American military personnel and civilians, while 1,178 were wounded, and our Pacific Fleet
17 suffered catastrophic damages;

18 NOW, THEREFORE, COOS COUNTY, DOES HEREBY PROCLAIM December 7,
19 2016, as Pearl Harbor Remembrance Day in honor of those Americans who died as a result of
20 their service at Pearl Harbor. Let us remember their legacy and reaffirm our commitment to
21 upholding the ideals for which they served.
22

23
24 Dated this _____ day of _____, 2016.

25
26 COOS COUNTY BOARD OF COMMISSIONERS

27

Chair – John W. Sweet Commissioner – Melissa Cribbins Commissioner - Robert “Bob” Main