

**A G E N D A**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room or Virtually at  
<https://meet.goto.com/277427997>  
June 20, 2023  
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 by Law from Public Inspection
- D. (2)(h) Consultation with Counsel

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE- 9:30 AM**

2. **GOVERNING BODY MEETINGS**

**LIBRARY SERVICE DISTRICT**

- A. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2023/24

- B. Request Approval of Resolution Making Add Appropriations

**4H & EXTENSION SERVICE DISTRICT**

- C. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2023/24

3. **DEPARTMENT HEADS**

- A. Request Approval of Resolution Adopting the Budget, Making Appropriations, Levying & Categorizing Taxes for 2023/24- Finance

- B. Request Approval of Resolution Making Additional Appropriations in the Opioid Settlement Fund- Finance

- C. Request Approval of Resolution Transferring Expenditure Appropriations Within the General Fund- Finance

- D. Request Approval of Resolution Creating Reserve Fund for Capital Purchases- Finance

- E. Request Approval of Contract with Helion Software & Adopt Sole Source Findings- Tax/Assessor

- F. Request Approval of Order Approving Policy on the Distribution of Tax Foreclosure Sale Surplus- Tax/Counsel

- G. Request Approval of Resolution for Distribution of Tax Foreclosed Property Sale Proceeds- Treasurer

- H. Request Approval of Grant Agreement #179697 with OHA & Authorize Mike Rowley to DocuSign- Coos Health & Wellness (CHW)

- I. Request Approval of Contract Amendment #1 with ColumbiaCare Service/RAP- CHW

- J. Request Approval of Contract Amendment #1 with Bay Area First Step- CHW

- K. Request Approval of Contract Amendment #3 with Bay Area First Step for THE House- CHW

- L. Request Approval of Resolution to Transfer Expenditure Appropriations- CHW

- M. Request Approval of Contract Amendment with AFSCME- CHW

- N. Request Approval of Revised Job Description for PH Director/PH Administrator- CHW

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.

- O. Request Approval of Agreement with ODOT for Libby Lane Paving Project- Road
- P. Request Approval of Agreement with ODOT for Sandy Creek Emergency Relief Project- Road
- Q. Request Approval to Purchase Used Dump Truck- Road
- R. Request Approval to Purchase Boom Mower- Road
- S. Request Approval to Hire Michael Spencer at Step 4- Road
- T. Request Approval of Contract Amendment with Prosecuting Attorneys & Authorize Chair to Sign- DA
- U. Request Approval of Contract Amendment with CADS & Authorize Chair to Sign- Sheriff
- V. Request Approval of Resolution to Transfer Expenditure Appropriations- Sheriff/Animal Control
- W. Request Approval of Lease Agreement with Evergreen Quest- Fair
- X. Request Approval of Collective Bargaining Agreement with AFSCME- Counsel
- Y. Request Approval of Order to Transfer Solid Waste Collection Franchise- Counsel
- Z. Request Approval of Order Authorizing Closure of County Forest Roads to Unauthorized Entry of Motor Vehicles- Counsel

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

- A. **Ratification of All Routine Expenditures, tax Overpayments and Adjustments and Transfer of Funds Within the Budget**
  - Transfer of Appropriation Within Department- Jail- various line item shortages
  - Transfer of Appropriation Within Department- Jail- major R&I
  - Transfer of Appropriation Within Department- DA Support- regular wages
- B. **Orders & Resolutions**
  - Order 23-06-039C, In the Matter of Appointing Theran Coleman to the Local Alcohol & Drug Planning Committee
  - Rescinding Resolution 22-11-219P, In the Matter of Rescinding Working Out of Class Pay for Kyla Foster Effective June 1, 2022
  - Rescinding Resolution 23-04-086P, In the Matter of Rescinding Working Out of Class Pay for Natasha LaMar Effective June 1, 2023
  - Resolution 23-06-111P, In the Matter of a Reclassification of AFSCME Positions Under the District Attorney's Office Effective July 1, 2023
  - Resolution 23-06-112P, In the Matter of a Contract Salary Adjustment for American Federation of State, County and Municipal Employees on the Coos County Payroll Effective July 1, 2023
  - Resolution 23-06-113P, In the Matter of a Cost of Living Adjustment for Non-Union Employees on the Coos County Payroll Effective July 1, 2023
  - Resolution 23-06-114P, In the Matter of a Contract Salary Adjustment for Teamsters Local #206 Solid Waste Department Employees on the Coos County Payroll Effective July 1, 2023
  - Resolution 23-06-115P, In the Matter of a Contract Salary Adjustment for Teamsters Local #223 Road Department Employees on the Coos County Payroll Effective July 1, 2023
  - Resolution 23-06-117P, In the Matter of a Cost of Living Adjustment for Elected Officials on the Coos County Payroll Effective July 1, 2023
  - Resolution 23-06-118P, In the Matter of a Contract Salary Adjustment for Coos County Prosecuting Attorneys Association Employees Effective July 1, 2023
  - Resolution 23-06-123P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
  - Resolution 23-06-124P, In the Matter of a Reclassification and Transfer for Natasha LaMar Effective June 1, 2023

Resolution 23-06-125P, In the Matter of a Reclassification and Transfer for Heather Hernandez Effective June 12, 2023  
Resolution 23-06-127P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective June 1, 2023  
Resolution 23-06-128P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to May 1, 2023  
Resolution 23-06-131P, In the Matter of Granting a Salary Merit Step Increase for Kyla Foster Retroactive to April 1, 2023  
Resolution 23-06-132P, In the Matter of Reclassifying Employees at Coos Health & Wellness Effective July 1, 2023  
Resolution 23-06-133P, In the Matter of a Salary Adjustment for All Mental Health Specialist II and Psychiatric Nurse Positions Effective July 1, 2023  
Resolution 23-06-134P, In the Matter of a Salary Adjustment for All Mental Health Associate II, III and Peer Support Specialist Positions Effective July 1, 2023

**C. Post-Action Notifications Pursuant to County Rule 10.043 (5)**

Amendment #13 to IGA with OHA- CHW- funding increase  
Contract Amendment with ColumbiaCare- CHW- extending ending date to 6/30/25  
Amendment #1 to Clinical Supervision Contracts with: Lori Whittaker, Innate Potential Therapy, TJ Dreier LLC, Johanna Curelo, Jamilah Mooney- CHW- compensation rate/extends end date to 6/30/25  
Contract with Master's Touch- Finance/Tax- printing & mailing property tax statements  
Contract with Modus Technology- Finance/Tax- microfiche services  
Agreement with Buy Board- Road- national purchasing cooperating agreement  
Contract Renewal with Pacific Power Generation- Maintenance- generator maint/power load test

**D. Maintenance/Software Agreements (authorize Chair to sign when necessary)**

Hexagon Maintenance Agreement Renewal- Assessor

**5. LATE AGENDA ITEMS**

**6. COMMISSIONERS REPORTS**

**7. CITIZEN COMMENTS**

BOC only: Consent Agenda _____
Regular Agenda _____

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Executive Session Requested

**Department:** Counsel                      **Requested Agenda Date:** 6/20/2023

**Contact Person:** Nathaniel Johnson                      **Phone/Ext.:** 7693

- Background and description of need or problem:** Need executive session for:
- ORS 192.660(2)(e) – to negotiate real property transactions
  - ORS 192.660(2)(h) – consulting with regard to current litigation and litigation likely to be filed
  - ORS 192.660(2)(d) – to conduct deliberations with persons designated by the governing body to carry on labor negotiations
  - ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection

**Requested Action:** Go into Executive Session during Board meeting as stated above.

Date: 6/9/2023

Signature of Dept. Head: *Nathaniel Johnson*

Departments Affected:

COUNSEL: NT

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

**COOS COUNTY LIBRARY SERVICE DISTRICT  
AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Resolution 23-06-120B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2023-2024.

**Department:** Finance/Tax                      **Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms              **Phone/Ext.:** 7729

**Background and description of need or problem:** Coos County Library Service District Board needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2024.

**Funding Source:** n/a

**Requested Action:** Approve and sign Resolution 23-06-120B

**Date:** 6/12/2023                      **Signature of Dept. Head:** Megan Simms

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 MS \_\_\_\_\_

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

1 BOARD OF COMMISSIONERS  
2 SITTING AS THE COOS COUNTY  
3 LIBRARY SERVICE DISTRICT BOARD  
4 COUNTY OF COOS  
5 STATE OF OREGON

6 In the Matter of Adopting the Budget; Making  
7 Appropriations; Levying and Categorizing Taxes for  
8 Fiscal Year 2023-2024

Resolution 23-06-120B

9 NOW BEFORE THE Coos County Library Service District Board is the matter of adopting the  
10 budget, making appropriations and levying and categorizing taxes for fiscal year 2023-2024; and

11 WHEREAS, the Budget Committee for the Coos County Library Service District for 2023 have  
12 met, as required by law, and on the 7<sup>th</sup> day of April, 2023, approved the budget for the Coos County  
13 Library Service District for the fiscal year 2023-2024; and

14 WHEREAS, after public notice was duly published this Board held a public hearing on the 16<sup>th</sup>  
15 day of May, 2023, as required by O.R.S. 294.453; and

16 NOW, THEREFORE, BE IT RESOLVED that the Coos County Library Service District Board  
17 hereby adopts the budget for fiscal year 2023-2024, as adjusted by the Board of Commissioners, as  
18 authorized by law and will be placed on file in the office of the Coos County Clerk;

19 BE IT FURTHER RESOLVED that the Coos County Library Service District Board hereby levies  
20 the taxes provided for in the adopted budget at the rate of \$0.7289 per \$1,000 of assessed value for  
21 operations; and that these taxes are hereby imposed and categorized as subject to General Government  
22 limitations; for tax year 2023-2024 upon the assessed value of all taxable property within the district;

23 BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2023 and for  
24 the purposes shown below are hereby appropriated as follows:

25 COOS COUNTY LIBRARY SERVICE DISTRICT  
26 OPERATING FUND

27 Materials & Services \$ 4,531,042

28 BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County  
29 Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally  
30 adopted;

DATED this \_\_\_\_\_ day of June 2023.

COOS COUNTY BOARD OF COMMISSIONERS  
COOS COUNTY LIBRARY SERVICE DISTRICT

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Prepared by:

  
\_\_\_\_\_  
Budget Office

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

### LIBRARY SERVICE DISTRICT AGENDA ITEM COVERSHEET

**Agenda Item Title:** Resolution 23-06-109B Additional Appropriation in the Library Service District

**Department:** Finance

**Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms

**Phone/Ext.:** 7730

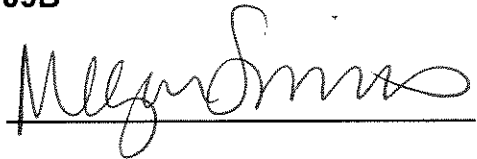
**Background and description of need or problem:** Ensuring enough appropriations are available to pass through funds through the end of the year.

**Funding Sources:** n/a

**Requested Action:** Approve and Sign Resolution 23-06-109B

**Date:** 6/5/2023

**Signature of Dept. Head:**



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



Treasurer \_\_\_\_\_



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

1 BOARD OF COMMISSIONERS  
2 SITTING AS THE COOS COUNTY  
3 LIBRARY SERVICE DISTRICT BOARD  
4 COUNTY OF COOS  
5 STATE OF OREGON

6 In the Matter of Making an Additional ) RESOLUTION  
7 Appropriation in the Amount of \$100,000 ) 23-06-109B  
8 Within the Library Service District Fund )

9 THIS MATTER HAVING COME BEFORE the Coos County Library Service District  
10 Board at a meeting held June 20, 2023, and whereas the Library Service District Fund is  
11 estimated to receive additional property tax revenues in the amount of One Hundred Thousand  
12 Dollars (\$100,000); and

13 WHEREAS, the above stated amount to be passed through to the Libraries within the  
14 County according to an Intergovernmental Agreement was not anticipated and was not  
15 included in the budget; and

16 WHEREAS, the above stated amount should be appropriated according to O.R.S.  
17 294.466(3);

18 NOW, THEREFORE, BE IT RESOLVED that an additional amount of One Hundred  
19 Thousand Dollars (\$100,000) be appropriated as follows:

20 LIBRARY SERVICE DISTRICT FUND

21 Resources	
22 107-0000-311.01-10 Current Year Taxes	\$100,000
23 Expenditures	
24 Library Service District Department	
25 Materials & Services	
26 107-9907-455.36-01 Contracted Services	\$100,000

27 DATED THIS \_\_\_\_\_ day of June 2023.

28 BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Prepared by:

  
\_\_\_\_\_  
Budget Office



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

**COOS COUNTY 4H & EXTENSION SERVICE DISTRICT  
AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Resolution 23-06-121B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2023-2024.


**Department:** Finance/Tax                      **Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms              **Phone/Ext.:** 7729

**Background and description of need or problem:** Coos County 4H & Extension Service District Board needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2024.

**Funding Source:** n/a


**Requested Action:** Approve and sign Resolution 23-06-121B

**Date:** 6/12/2023                      **Signature of Dept. Head:** 

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

Treasurer  \_\_\_\_\_

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



1 BOARD OF COMMISSIONERS  
2 SITTING AS THE COOS COUNTY  
3 4-H AND EXTENSION SERVICE DISTRICT BOARD  
4 COUNTY OF COOS  
5 STATE OF OREGON

6 In the Matter of Adopting the Budget; Making  
7 Appropriations; Levying and Categorizing Taxes for  
8 Fiscal Year 2023-2024

Resolution 23-06-121B

9 NOW BEFORE THE Coos County 4-H and Extension Service District Board is the matter of  
10 adopting the budget, making appropriations and levying and categorizing taxes for fiscal year 2023-2024;  
11 and

12 WHEREAS, the Budget Committee for the Coos County 4-H and Extension Service District for  
13 2023 have met, as required by law, and on the 7<sup>th</sup> day of April, 2023, approved the budget for the Coos  
14 County 4-H and Extension Service District for the fiscal year 2023-2024; and

15 WHEREAS, after public notice was duly published this Board held a public hearing on the 16<sup>th</sup>  
16 day of May, 2023, as required by O.R.S. 294.453; and

17 NOW, THEREFORE, BE IT RESOLVED that the Coos County 4-H and Extension Service District  
18 Board hereby adopts the budget for fiscal year 2023-2024, as adjusted by the Board, as authorized by  
19 law and will be placed on file in the office of the Coos County Clerk;

20 BE IT FURTHER RESOLVED that the Coos County 4-H and Extension Service District Board  
21 hereby levies the taxes provided for in the adopted budget at the rate of \$.0888 per \$1,000 of assessed  
22 value for operations; and that these taxes are hereby imposed and categorized as subject to General  
23 Government limitations; for tax year 2023-2024 upon the assessed value of all taxable property within the  
24 district;

25 BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2023 and for  
26 the purposes shown below are hereby appropriated, except for the unappropriated amount listed, as  
27 follows:

28 COOS COUNTY 4-H AND EXTENSION SERVICE DISTRICT  
29 OPERATING FUND

30 Materials & Services	\$ 577,658
Operating Contingency	<u>126,842</u>
Total Appropriations	704,500
Total Unappropriated	<u>141,112</u>
Total Adopted Budget	<u>\$ 845,612</u>

1 BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County  
2 Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally  
3 adopted;

4 DATED this \_\_\_\_\_ day of June 2023.

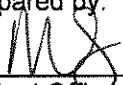
5 COOS COUNTY BOARD OF COMMISSIONERS  
6 COOS COUNTY 4-H AND EXTENSION SERVICE DISTRICT

7 \_\_\_\_\_  
8 Commissioner

9 \_\_\_\_\_  
10 Commissioner

11 \_\_\_\_\_  
12 Commissioner

13 Prepared by:

14   
15 \_\_\_\_\_  
16 Budget Office

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

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Resolution 23-06-119B Adopting the Budget, Making Appropriations, Levying and Categorizing Taxes for 2023-2024.

**Department:** Finance/Tax

**Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms

**Phone/Ext.:** 7729

**Background and description of need or problem:** Coos County's Board of Commissioners needs to adopt the budget, make appropriations, and levy & categorize taxes for FY2024.

**Funding Source:** n/a

**Requested Action:** Approve and sign Resolution 23-06-119B

**Date:** 6/12/2023

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

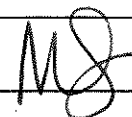


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County Counsel \_\_\_\_\_

Treasurer  \_\_\_\_\_

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

BOARD OF COMMISSIONERS  
COUNTY OF COOS  
STATE OF OREGON

In the Matter of Adopting the Budget; Making  
Appropriations; Levying and Categorizing Taxes for  
Fiscal Year 2023-2024

Resolution 23-06-119B

NOW BEFORE THE Board of Commissioners is the matter of adopting the budget, making appropriations and levying and categorizing taxes for fiscal year 2023-2024; and

WHEREAS, the Budget Committee for Coos County for 2023 have met, as required by law, and on the 7<sup>th</sup> day of April, 2023, approved the budget for Coos County for the fiscal year 2023-2024; and

WHEREAS, after public notice was duly published this Board held a public hearing on the 16<sup>th</sup> day of May, 2023, as required by O.R.S. 294.453; and

NOW, THEREFORE, BE IT RESOLVED that the Coos County Board of Commissioners hereby adopts the budget for fiscal year 2023-2024, as adjusted by the Board of Commissioners, as authorized by law and will be placed on file in the office of the Coos County Clerk;

BE IT FURTHER RESOLVED that the Coos County Board of Commissioners hereby levies the taxes provided for in the adopted budget at the rate of \$1.0799 per \$1,000 of assessed value for operations and at the rate of \$0.20 per \$1,000 of assessed value for the Local Option Levy; and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district.

	General Government	Excluded from Limitation
Permanent Rate Limit	<u>\$1.0799/\$1000</u>	
Local Option Levy	<u>\$0.20/\$1000</u>	

BE IT FURTHER RESOLVED that it adopts the budget in the amount of One Hundred Twenty-eight Million Three Hundred Seven Thousand Nine Hundred Forty-seven Dollars (\$128,307,947) for fiscal year beginning July 1, 2023 and for the purposes shown in the attached Exhibit A, and by this reference made a part hereof, are appropriated except for the unappropriated and reserve amounts listed;

BE IT FURTHER RESOLVED that the Budget Officer shall certify to the County Clerk and County Assessor the tax levy made by this resolution and shall file with them a copy of this budget as finally adopted;

DATED this \_\_\_\_\_ day of June 2023.

BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Prepared by:

  
\_\_\_\_\_  
Budget Office

RESOLUTION 23-06-119B  
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
 Exhibit 'A'

**GENERAL FUND**

Assessor's Department	1,628,229
Juvenile Department	1,040,590
Maintenance Department	960,756
Sheriff's Department:	██████████
Criminal Division	5,638,867
Jail Division	7,874,807
Marine Division	451,595
Dunes Division	596,061
Surveyor's Department	255,645
Finance & Tax Department	948,983
Veterans' Department	197,231
Board of Commissioners Department:	██████████
Board of Commissioners Division	539,178
Information Technology Division	904,813
County Counsel Department	821,687
County Clerk Department	749,521
District Attorney Department:	██████████
Prosecution Division	1,939,720
Medical Examiner Division	244,532
Support Enforcement Division	229,819
Miscellaneous Non-Departmental:	██████████
Personnel Services	75,000
Materials & Services	975,994
Capital Outlay	205,000
Transfers Out	1,180,113
All Other Expenditures & Requirements	25,000
Operating Contingency	2,500,000
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>29,983,141</b>

**ANIMAL CONTROL FUND**

Personnel Services	316,624
Materials & Services	127,083
Operating Contingency	37,918
<b>TOTAL ANIMAL CONTROL FUND APPROPRIATIONS</b>	<b>481,625</b>

**PUBLIC WORKS FUND**

Road Department:	██████████
Road Survey Division	49,503
Road Maintenance Division	6,482,487
Fleet Services Division	1,764,642
Capital Projects Division	2,572,860
Miscellaneous Non-Departmental:	██████████
Operating Contingency	2,355,633
<b>TOTAL PUBLIC WORKS FUND APPROPRIATIONS</b>	<b>13,225,125</b>

RESOLUTION 23-06-119B  
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
 Exhibit 'A'

PUBLIC HEALTH FUND

Public Health Department:	
Personnel Services	3,074,392
Materials & Services	1,211,506
Transfers Out	100,000
Operating Contingency	642,885
TOTAL PUBLIC HEALTH FUND APPROPRIATIONS	5,028,783

COMMUNITY DEVELOPMENT FUND

Planning Department	665,286
Building Codes Division	1,311,484
Code Compliance Division	172,509
Miscellaneous Non-Departmental:	
Operating Contingency	337,468
TOTAL COMMUNITY DEVELOPMENT FUND	2,486,747

LAW LIBRARY FUND

Materials & Services	411,829
Transfers Out	13,329
Operating Contingency	75,028
TOTAL LAW LIBRARY FUND APPROPRIATIONS	500,186

COOS COUNTY PARKS FUND

Personnel Services	1,128,401
Materials & Services	1,193,178
Capital Outlay	855,170
Debt Service	26,475
Operating Contingency	242,187
TOTAL COOS COUNTY PARKS FUND APPROPRIATIONS	3,445,411

COMMUNITY CORRECTIONS FUND

Personnel Services	2,468,880
Materials & Services	633,684
Capital Outlay	45,000
Transfers Out	33,991
Operating Contingency	633,195
TOTAL COMMUNITY CORRECTIONS FUND APPROPRIATIONS	3,814,750

CRIME VICTIM ASSISTANCE FUND

Personnel Services	307,181
Materials & Services	39,151
TOTAL CRIME VICTIM ASSISTANCE FUND APPROPRIATIONS	346,332

RESOLUTION 23-06-119B  
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
 Exhibit 'A'

SCINT FUND

Personnel Services	60,371
Materials & Services	84,350
Capital Outlay	25,000
Operating Contingency	5,559
<b>TOTAL SCINT FUND APPROPRIATIONS</b>	<b>175,280</b>

HEALTH & WELLNESS FUND

Health & Wellness Department:	██████████
Local Administration Division	3,448,985
Behavioral Health Division	19,390,381
Miscellaneous Non-Departmental:	██████████
Transfers Out	1,300,000
Operating Contingency	4,379,042
<b>TOTAL HEALTH &amp; WELLNESS FUND APPROPRIATIONS</b>	<b>28,518,408</b>

ECONOMIC DEVELOPMENT FUND

Materials & Services	723,350
Operating Contingency	127,650
<b>TOTAL ECONOMIC DEVELOPMENT FUND APPROPRIATIONS</b>	<b>851,000</b>

BANDON DUNES ASSESSMENT FUND

Transfer Out	1,400,500
All Other Expenditures & Requirements	600,000
<b>TOTAL BANDON DUNES ASSESSMENT FUND APPROPRIATIONS</b>	<b>2,000,500</b>

RADIO COMMUNICATIONS SYSTEM FUND

Materials & Services	380,596
Capital Outlay	150,000
Debt Service	917,749
<b>TOTAL RADIO COMMUNICATIONS SYSTEM FUND APPROPRIATIONS</b>	<b>1,448,345</b>

CHARLESTON TRANSIENT LODGING TAX FUND

Materials & Services	50,000
Capital Outlay	450,000
<b>TOTAL CHARLESTON TLT FUND APPROPRIATIONS</b>	<b>500,000</b>

OPIOID SETTLEMENT FUND

Materials & Services	216,000
<b>TOTAL OPIOID SETTLEMENT FUND APPROPRIATIONS</b>	<b>216,000</b>

PL 110-343 TITLE III FUND

Materials & Services	399,712
Capital Outlay	75,000
<b>TOTAL PL 110-343 TITLE III FUND APPROPRIATIONS</b>	<b>474,712</b>



RESOLUTION 23-06-119B  
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
 Exhibit 'A'

COUNTY FOREST FUND	
Personnel Services	619,177
Materials & Services	841,223
Capital Outlay	260,000
Transfer Out	2,964,537
Operating Contingency	2,189,148
<b>TOTAL COUNTY FOREST FUND APPROPRIATIONS</b>	<b>6,874,085</b>

ADMINISTRATIVE GRANT FUND	
Materials & Services	1,117,817
Capital Outlay	47,291
<b>TOTAL ADMINISTRATIVE GRANT FUND APPROPRIATIONS</b>	<b>1,165,108</b>

COUNTY SCHOOL FUND	
All Other Expenditures & Requirements	416,300
<b>TOTAL COUNTY SCHOOL FUND APPROPRIATIONS</b>	<b>416,300</b>

LIBRARY SERVICE DISTRICT FUND	
Materials & Services	4,531,042
<b>TOTAL LIBRARY SERVICE DISTRICT FUND APPROPRIATIONS</b>	<b>4,531,042</b>

4-H SERVICE DISTRICT FUND	
Materials & Services	577,658
Operating Contingency	126,842
<b>TOTAL 4-H SERVICE DISTRICT FUND APPROPRIATIONS</b>	<b>704,500</b>

FOOT PATHS & BICYCLE TRAILS FUND	
Materials & Services	30,000
Capital Outlay	858,000
<b>TOTAL FOOT PATHS &amp; BICYCLE TRAILS FUND APPROPRIATIONS</b>	<b>888,000</b>

COUNTY FAMILY MEDIATION FUND	
Materials & Services	280,172
<b>TOTAL COUNTY FAMILY MEDIATION FUND APPROPRIATIONS</b>	<b>280,172</b>

911/DISPATCH FUND	
Sheriff's Department:	██████████
Dispatch Division	983,070
PSAP Division	693,229
Miscellaneous Non-Departmental:	██████████
Transfer Out	7,028
All Other Expenditures & Requirements	97,021
<b>TOTAL 911/DISPATCH FUND APPROPRIATIONS</b>	<b>1,780,348</b>

RESOLUTION 23-06-119B  
SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
Exhibit 'A'

COUNTY CLERK RECORDS FUND	
Materials & Services	40,426
Capital Outlay	20,000
Operating Contingency	20,164
TOTAL COUNTY CLERK RECORDS FUND APPROPRIATIONS	80,590

LAND CORNER PRESERVATION FUND	
Personnel Services	102,821
Materials & Services	13,566
Debt Service	2,613
TOTAL LAND CORNER PRESERVATION FUND APPROPRIATIONS	119,000

EFORCE ADVISORY BOARD FUND	
Materials & Services	44,155
TOTAL EFORCE ADVISORY BOARD FUND APPROPRIATIONS	44,155

AMERICAN RESCUE PLAN FUND	
Materials & Services	4,628,455
Capital Outlay	1,746,545
TOTAL AMERICAN RESCUE PLAN FUND APPROPRIATIONS	6,375,000

COUNTY FOREST RESERVE FUND	
Capital Outlay	538,843
Debt Service	1,104,186
TOTAL COUNTY FOREST RESERVE FUND APPROPRIATIONS	1,643,029

DISPATCH EQUIPMENT RESERVE FUND	
Capital Outlay	30,986
TOTAL DISPATCH EQUIPMENT RESERVE FUND APPROPRIATIONS	30,986

HEALTH & WELLNESS RESERVE FUND	
Materials & Services	500,000
Capital Outlay	700,000
TOTAL HEALTH & WELLNESS RESERVE FUND APPROPRIATIONS	1,200,000

COOS COUNTY FAIR FUND	
Personnel Services	118,734
Materials & Services	486,709
Capital Outlay	10,000
Debt Service	5,598
Operating Contingency	109,126
TOTAL COOS COUNTY FAIR FUND APPROPRIATIONS	730,167

RESOLUTION 23-06-119B  
 SCHEDULE OF APPROPRIATIONS FOR ADOPTION  
 Exhibit 'A'

WASTE DISPOSAL FUND

Solid Waste Department:	
Disposal Operations Division	4,878,082
Closure/Post-Closure Division	192,388
Waste Miscellaneous Non-Departmental:	
Transfers Out	200,000
Operating Contingency	368,777
TOTAL WASTE DISPOSAL FUND APPROPRIATIONS	5,639,247

WASTE DISPOSAL RESERVE FUND

Transfers Out	192,388
Operating Contingency	192,620
TOTAL WASTE DISPOSAL RESERVE FUND APPROPRIATIONS	385,008

HOUSEHOLD HAZARDOUS WASTE FUND

Personnel Services	20,981
Materials & Services	208,482
Capital Outlay	100,000
Operating Contingency	146,402
TOTAL HOUSEHOLD HAZARDOUS WASTE FUND APPROPRIATIONS	475,865

GAS PIPELINE CONSTRUCTION FUND

Materials & Services	455,000
Capital Outlay	844,000
TOTAL GAS LINE CONSTRUCTION FUND APPROPRIATIONS	1,299,000

BONDED DEBT FUND

Debt Service	150,000
TOTAL BONDED DEBT FUND APPROPRIATIONS	150,000

	TOTAL APPROPRIATIONS, ALL FUNDS	128,307,947
	TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS, ALL FUNDS	14,543,978
	TOTAL ADOPTED BUDGET	142,851,925

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Resolution 23-05-107B Additional Appropriations in the Opioid Settlement Fund

**Department:** Finance **Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms **Phone/Ext.:** 7730

**Background and description of need or problem:** The County has received additional funds that were not expected from the Opioid Settlements.

**Funding Sources:** Opioid Settlements

**Requested Action:** Approve and Sign Resolution 23-05-107B

Date: 5/31/2023 Signature of Dept. Head: Megan Simms

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 AS

Treasurer MS

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

3B

BOARD OF COMMISSIONERS  
COUNTY OF COOS  
STATE OF OREGON

In the Matter of Making an Additional ) RESOLUTION  
Appropriation in the Amount of \$200,000 ) 23-05-107B  
Within the Opioid Settlement Fund )

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting held June 20, 2023, and whereas the Opioid Settlement Fund has received additional settlements in the amount of Two Hundred Thousand Dollars (\$200,000); and

WHEREAS, the above stated amount to be used in accordance with the Opioid Settlement requirements which was not anticipated and were not included in the budget; and

WHEREAS, the above stated amount should be appropriated according to O.R.S. 294.338(2);

NOW, THEREFORE, BE IT RESOLVED that an additional amount of Two Hundred Thousand Dollars (\$200,000) be appropriated as follows:

027 OPIOID SETTLEMENT FUND

Resources	
360.08-00 Opioid Settlement Proceeds	<u>\$200,000</u>
Expenditures	
9927 Opioid Settlement Division	
Materials & Services	
441.36-01 Contracted Services	<u>\$200,000</u>

DATED THIS \_\_\_\_\_ day of June 2023.

BOARD OF COMMISSIONERS

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Prepared by:

  
\_\_\_\_\_  
Budget Office

BOC only:

Consent Agenda \_\_\_\_\_

Regular Agenda \_\_\_\_\_

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Transfer of Expenditure Appropriations within the General Fund.  
Resolution 23-05-108B

**Department:** Finance/Tax

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Megan Simms

**Phone/Ext.:** 7730

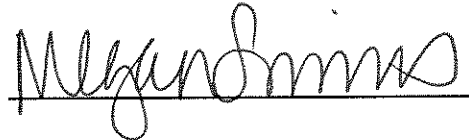
**Background and description of need or problem:** Transferring \$102,618 from Miscellaneous Operating Contingency to multiple departments to cover the cost of payroll line item shortages due to Teamsters increase for non-union and a missed longevity increase in Counsel.

**Funding Source:** 001-9900-699.99.96 Operating Contingency

**Requested Action:** Approve and Sign Resolution 23-05-108B

Date: 5/31/2023

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 Filing Coversheet attached?
- Do you want this returned to you for filing?

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



Treasurer \_\_\_\_\_



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

BOARD OF COMMISSIONERS  
COUNTY OF COOS  
STATE OF OREGON

In the Matter of a Transfer of Expenditure )  
Appropriations in the Amount of \$102,618 ) RESOLUTION  
Within the General Fund ) 23-05-108B

NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of  
County business at a meeting on June 20, 2023, is the matter of a transfer of appropriations in  
the amount of \$102,618,

WHEREAS, the reason, need and purpose of the request for transfer of expenditure  
appropriations is for appropriations needed to cover payroll line item shortages;

WHEREAS, a transfer of expenditure appropriations would be allowable according to  
O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current  
fiscal year's budget;

NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved  
and be transferred between the categories and amount as shown below:

001 GENERAL FUND

From:

**9900 – Miscellaneous Department**  
699.99-96 Operating Contingency \$ 102,618

To:

**1900 – Juvenile Department**  
451.15-03 Insurance Benefits 7,020  
**2100 – Finance/Tax Department**  
451.15-03 Insurance Benefits 24,825  
**4000 – Board of Commissioners Department**  
411.15-03 Insurance Benefits 23,767  
**4002 – Information Technology Division**  
419.15-03 Insurance Benefits 20,755  
**5000 – County Counsel Department**  
415.10-01 Regular 6,410  
415.15-01 FICA 293  
415.15-02 PERS 1,860  
415.15-03 Insurance Benefits 17,244  
**6000 – Clerk Department**  
415.15-03 Insurance Benefits 444

\$ 102,618

BOC only:	
Consent Agenda	
Regular Agenda	

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Resolution 23-06-110B Creating a Reserve Fund for Capital Purchases

**Department:** Finance

**Requested Agenda Date:** June 20, 2023

**Contact Person:** Megan Simms

**Phone/Ext.:** 7730

**Background and description of need or problem:** During the budget process for FY2024, it was approved to form the Health & Wellness Reserve Fund. This resolution forms the fund effective July 1, 2023

**Funding Sources:** Health & Wellness

**Requested Action:** Approve and Sign Resolution 23-06-110B

Date: 6/5/2023

Signature of Dept. Head: Megan Simms

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?
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- 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 \_\_\_\_\_



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

4 In the Matter of Creating a Reserve Fund for ) RESOLUTION  
5 Capital Purchases effective July 1, 2023 ) 23-06-110B  
6

7 NOW BEFORE THE Board of Commissioners sitting for the transaction of  
8 County business on the 20<sup>th</sup> day of June, 2023 is the matter of creating a reserve fund;

9 WHEREAS, Oregon Revised Statute 294.346 provides that a governing body, by  
10 resolution, may establish one or more reserve funds without submitting the question of  
11 establishing the reserve fund to a vote of the electors;

12 WHEREAS, the Board of Commissioners, the governing body for Coos County,  
13 desire to create the Health & Wellness Reserve Fund for Capital Purchases including,  
14 but not limited to, vehicles, software, and IT equipment effective July 1, 2023;

15 NOW, THEREFORE, IT IS HEREBY RESOLVED that the Health & Wellness  
16 Reserve Fund is hereby created for the purpose of Capital Purchases effective July 1,  
17 2023.  
18

19 IT IS FURTHER RESOLVED that this reserve fund shall be reviewed no less  
20 frequently than every 10<sup>th</sup> anniversary of the date upon which the fund was established  
21 to determine whether the fund will be continued or abolished;

22 IT IS FURTHER RESOLVED that if, at any time in the future, it is determined by  
23 the Board of Commissioners that the reserve fund is no longer needed, any remaining  
24 reserve funds shall be allocated to the Health & Wellness Fund.  
25  
26  
27  
28

BOC only:  
Consent Agenda  
Regular Agenda

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Request the Board of Commissioners to approve and sign the contract with Helion Software, Inc.

**Department:** Tax/Assessor

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Megan Simms/Steve Jansen **Phone/Ext.:** 7730/7900

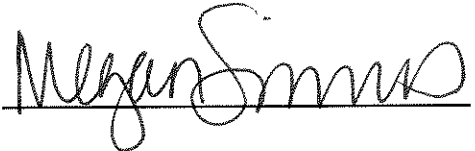
**Background and description of need or problem:** Requesting the Board of Commissioners to approve and sign the contract with Helion Software, Inc. for ORCATS software support services from 7/1/2023 thru 6/30/2024. This is a sole source procurement under ORS 279B.075(2)(a).

**Funding Source:** Tax Dept/Assessor

**Requested Action:** Requesting the Board of Commissioners to approve and sign the contract with Helion Software, Inc. for ORCATS software support services from 7/1/2023 thru 6/30/2024 and adopt sole source findings.

Date: 5/30/23

Signature of Dept. Head:

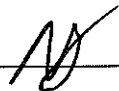


For all matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a Contract or Grant:

- Is the contract or grant an original?
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- 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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel



Treasurer

6.5% increase - MJ

Human Resources





## COOS COUNTY FINANCE/TAX OFFICE

250 No. Baxter Street, Coquille, Oregon 97423

(541) 396-7725

FAX (541) 396-1027 / TDD (800) 735-2900

treasurer@co.coos.or.us

KATIE FJELD  
Senior Accountant

MEGAN SIMMS  
Finance Director

KATI TURNER  
Senior Accountant

---

May 30, 2023

Commissioners,

This is a sole source procurement under ORS 279B.075(2)(a) – A consortium of counties worked with the Helion to develop a complete property assessment and tax project software program addressing all their needs. Helion is the company that offers the compatible services for the efficient utilization of existing County services.

Thank you,

Megan Simms  
Finance Director/Tax Collector

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: \_\_\_\_\_ (if applicable)

Name/Agency Name and Address: Helion Software, Inc. PO Box 3506 Salem, OR 97302

Contact Person: Murray Giesbrecht Phone No: (503) 362-9394 Email: \_\_\_\_\_

Amount of Contract/Grant Award: \$ 124,689

Payment Terms: Payment upon presentation of vendor's billing statement (state lump sum or amount and time of payments)

Effective Date: 7/1/23 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2024 (if known)

County Department and Employee Responsible for Performance: Tax, Megan Simms & Assessor, Steve Jansen

Description: ORCATS Contract, Part 1 \$107,289 and Part 2 \$17,400

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

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 its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

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 \$10,000
- 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 \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

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

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Order 23-06-037L Approving a County Policy on the Distribution of Tax Foreclosure Sale Surplus

**Department:** Counsel **Requested Agenda Date:** 6/20/2023

**Contact Person:** Nathaniel Johnson **Phone/Ext.:** 7693

**Background and description of need or problem:** In *Tyler v. Hennepin County*, the United States Supreme Court ruled government entities may not retain any surplus generated from the sale of tax foreclosed properties. Currently, under ORS 275.275(3), the County's distribution of tax foreclosure proceeds to taxing districts is not limited to the tax debt owed by the former property owner. Thus, the County must create its own process for ensuring compliance with the requirements of the Constitution. Order 23-06-036L would create a process for distributing the surplus from tax foreclosure sales in a manner compliant with the Takings Clause and Supreme Court precedent. Counsel's Office was directed by the Board to draft this order at a work session held on June 6, 2023.

**Funding Source:** n/a


**Requested Action:** Board to approve and sign Order 23-06-037L approving a county policy on the distribution of tax foreclosure sale surplus.

Date: June 9, 2023 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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel 

Treasurer \_\_\_\_\_

BOC only:

Consent Agenda \_\_\_\_\_

Regular Agenda \_\_\_\_\_

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

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

4 IN THE MATTER OF APPROVING A COUNTY POLICY ) RESOLUTION  
5 ON THE DISTRIBUTION OF TAX FORECLOSURE SALE ) 23-06-037L  
6 PROCEEDS IN ACCORDANCE WITH THE UNITED )  
STATES SUPREME COURT’S DECISION IN TYLER V. )  
HENNEPIN COUNTY )

7  
8 NOW BEFORE the Coos County Board of Commissioners (the “Board”), sitting for the  
9 transaction of County business on the 20<sup>th</sup> day of June, 2023, is the matter of approving a policy  
10 on the distribution of tax foreclosure sale proceeds in accordance with the decision of the United  
11 States Supreme Court (“Supreme Court”) in *Tyler v. Hennepin County*. The Board makes the  
12 following findings:

- 13 A. ORS 275.275(3) provides that, after certain refunds to cover County costs as set forth in  
14 ORS 275.275(1), proceeds from tax foreclosure sales are to be distributed to taxing districts  
15 in accordance with the formula provided in ORS 311.390. This distribution to taxing  
16 districts is not limited by Oregon statute to the tax debt owed by a former property owner.  
17  
18 B. ORS 275.275(1) allows the County to use proceeds from tax foreclosure sales to reimburse  
19 the County general fund for the amount actually paid by the county to advance state tax,  
20 the penalties and fees described in ORS 312.120, and the costs actually incurred by the  
21 County in the maintenance and supervision of the tax foreclosed properties.  
22  
23 C. In *Tyler v. Hennepin County*, the Supreme Court held that it was unconstitutional for a  
24 government entity to retain any surplus funds generated from a tax foreclosure sale.  
25 However, the *Tyler* ruling does not preclude the County from using the proceeds of a tax  
26 foreclosure sale to reimburse its actual costs and expenses in attempting to collect the back  
27 tax, reimbursing any fees allowed by Oregon law, and reimbursing its costs actually

1 incurred in the maintenance and supervision of the tax foreclosure properties. These  
2 reimbursements may be deducted from any calculation of surplus that must be remitted to  
3 a former property owner.

4 D. To the extent that ORS 275.275 calls for the County to distribute surplus from tax  
5 foreclosure sales to government entities, it is unconstitutional and cannot be administered  
6 by the County as currently written.

7  
8 E. Oregon Law currently provides for no formal process for providing a former property  
9 owner with the opportunity to claim the surplus from a tax foreclosure sale. The Board  
10 finds that a former property owner shall be given a reasonable notice of 90 days in which  
11 to collect surplus property. Providing a period of time for a former property owner to claim  
12 the surplus is endorsed by the Supreme Court's decision in *Tyler*.

13 NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

14 1. To comply with the Supreme Court's decision in *Tyler v. Hennepin County*, the County  
15 shall initially distribute the proceeds from the sale of tax foreclosed real property in any  
16 fiscal year, on or before June 30 in the applicable year, as follows:

17  
18 a. First, the County shall apply the proceeds arising from a tax foreclosure sale to  
19 the County's general fund in accordance with ORS 275.275(1)(a)-(c). General  
20 administrative expenses not attributable to specific tax foreclosed property shall  
21 be drawn equally from the proceeds of each foreclosure sale. Costs attributable to  
22 specific tax foreclosed properties shall be reimbursed to the County from the  
23 proceeds of the sale of the property for which the cost was incurred. For example,  
24 the County shall be reimbursed for the costs of cleaning a specific property from  
25 the tax foreclosure sale proceeds for that property.

26  
27 b. Next, the County shall distribute remaining funds pursuant to ORS 275.275(3),



1 subject to the limitations of this Section. The distribution to the taxing districts  
2 under ORS 275.275(3)(B) shall not exceed the sum total of all outstanding taxes,  
3 fees, and interest, not covered in Section 1.a. above, and attributable to the tax  
4 foreclosure properties sold by the County.

- 5
- 6 2. The Tax Collector shall calculate any surplus that must be returned to a former property  
7 owner after distribution under Section 1 above. The surplus shall be calculated starting  
8 with the total price a property brought at action, then subtracting the County's costs  
9 attributable to the property under Section 1.a. above along with the total tax, fees, and  
10 interest attributable to the property and distributed under Section 1.b. above. Any  
11 remaining value shall be considered the surplus.
- 12 3. A former property owner shall have ninety (90) days from the date of the mailing of the  
13 notice specified in Section 5 below to claim any surplus from a tax foreclosure sale.
- 14 4. A former property owner shall have thirty (30) days from the date of the mailing of the  
15 notice specified in Section 5 below to file a written appeal of the County's surplus  
16 calculation. The appeals process shall be conducted as follows:
- 17
- 18 a. A former property owner shall file a written appeal with the Coos County Tax  
19 Collector.
- 20 b. The County shall schedule a hearing on the appeal no sooner than 14 days after  
21 receipt of the notice of appeal, and no later than ninety (90) days from the mailing  
22 of the notices under Section 5 below.
- 23 c. The hearing on appeal shall be before the Coos County Board of Commissioners  
24 or a hearings officer appointed by the Board to hear appeals under this Resolution.
- 25 d. At the hearing, the County shall bear the burden of proving, by a preponderance  
26 of the evidence, that its surplus calculation was correct.  
27

1 e. The decision of the Coos County Board of Commissioners, or appointed hearings  
2 officer, is the final decision of the County. This final decision is appealable to the  
3 Coos County Circuit Court by filing a Writ of Review pursuant to ORS 34.010 to  
4 34.100.

5 5. For any property generating a tax foreclosure surplus, the Tax Collector shall provide a  
6 notice by both certified and first-class mail to the former owner(s) as follows:

7 a. The notice shall identify the property by tax lot number and contain the amount of  
8 the surplus, the tax foreclosure sale price of the property, the amount of the taxes,  
9 fees, and interest distributed to the taxing districts, and the amount of the  
10 distribution to the County pursuant to ORS 275.275(1)(a)-(c), including any  
11 expenditures specifically attributable to the property.

12 b. The notice shall state that the recipient has ninety (90) days from the date of the  
13 letter to claim the surplus.

14 c. The notice shall state that the recipient may challenge the County's calculation of  
15 the surplus by filing a written appeal with the Tax Collector no later than thirty  
16 (30) days from the date of the notice.

17 6. In addition to the notice mailed under Section 5 above, the Tax Collector shall publish a  
18 notice in a newspaper of general circulation in the County as follows:

19 a. The notice shall be published within fourteen (14) days of the date of mailing the  
20 notice set forth in Section 5 above.

21 b. The notice shall identify, by tax lot number, each property for which a tax  
22 foreclosure surplus exists. The notice shall specify the time period in which  
23 former owners must file an appeal and claim the surplus funds and shall direct any  
24 interested party to contact the Tax Collector's office as soon as possible for more  
25  
26  
27

information.

7. If a former owner fails to claim tax foreclosure surplus within 90 days of the Section 5 notice, the surplus shall be deemed abandoned and revert to the possession of the County.

The County may distribute any unclaimed surplus in the following order:

a. In the event that the County's costs were not fully reimbursed by the initial distribution authorized under Section 1.a. above, the unclaimed funds shall first be used to reimburse the County's general fund for these remaining costs.

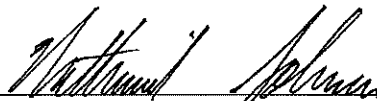
b. All remaining funds shall be distributed to the taxing districts pursuant to ORS 275.275(3).

8. This resolution shall remain in full force and effect until the Oregon legislature amends the tax foreclosure process to comply with *Tyler v. Hennepin County*.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

Approved as to form:

Coos County Board of Commissioners



Office of Legal Counsel

Chair

Commissioner

Commissioner

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Resolution 23-06-130B Distribution of Tax Foreclosed Property Sale Proceeds

**Department:** Treasurer **Requested Agenda Date:** 6/20/2023

**Contact Person:** Megan Simms **Phone/Ext.:** 7730

**Background and description of need or problem:** ORS 275.275 requires that money received from tax foreclosed property sales be distributed to the Coos County taxing districts. New this year is our compliance with the Supreme Court's decision in *Tyler v. Hennepin County*. Distribution of foreclosure proceeds will be distributed first to the County to reimburse expenses, then to the taxing districts in an amount not exceeding the total amount of taxes, interest, and penalties due at the time of foreclosure. If there are any funds left over, the owner will be notified and have 90 days to claim the funds. If they are not claimed, the remaining proceeds will be distributed to the taxing districts.

**Funding Source:** n/a

**Requested Action:** Approve and sign Resolution 23-06-130B

Date: 6/13/2023 Signature of Dept. Head: Megan Simms

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 MS \_\_\_\_\_

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

*Resolution will be prepared  
prior to meeting date*

369

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Oregon Health Authority Grant Agreement 179697-0

**Department:** Coos Health & Wellness

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** The Behavioral Health Workforce Initiative (BHWi) funds supervised clinical experience for CHW employees to obtain licensure and/or provide incentives to increase the recruitment and retention of providers in the behavioral health care workforce. Award amount, NTE, Four hundred fifty-six thousand, seven hundred fifty-seven dollars (\$456,757.00)

**Funding Source:** Oregon Health Authority

**Requested Action:** Board to approve grant agreement with Oregon Health Authority and authorize department head, Mike Rowley to DocuSign.

Date: 6/12/2023

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

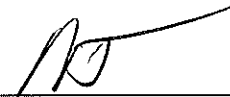
Mike Rowley

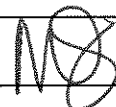
Digitally signed by Mike Rowley  
 DN: cn=Mike Rowley, o=Coos Health &  
 Wellness, ou,  
 email=Mike.Rowley@dmr.coos.or.us, c=US  
 Date: 2023.06.12 14:09:12 -0700

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 Filing Coversheet attached?
- Do you want this returned to you for filing? Patricia Crawford

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

Treasurer \_\_\_\_\_ 

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

3H

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing)

Contract/Agreement/Grant No.: 179697-0(if applicable)

Name/Agency Name and Address: OHA Health Systems 500 Summer St. N.E. Salem, OR 97301

Contact Person: \_\_\_\_\_

Phone No: 503-400-0145

Email: karissa.montano@odhsoha.oregon.gov

Amount of Contract/Grant Award: \$ 456,757.00 NTE

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

Effective Date: upon execution Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2024 (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: The Behavioral Health Workforce Initiative (BHWi) funds supervised clinical experience for CHW employees to obtain licensure and/or provide incentives to increase the recruitment and retention of providers in the behavioral health care workforce.

Award amount, NTE, Four hundred fifty-six thousand, seven hundred fifty-seven dollars (\$456,757.00).

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

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 its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

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 \$10,000
- 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 \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

Date Approved by BOC: \_\_\_\_\_

Reviewed by Counsel: \_\_\_\_\_



**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: Amend 1 (if applicable)

Name/Agency Name and Address: ColumbiaCare, 3587 Heathrow Way, Medford, OR 97504

Contact Person: Stacy Ferrell Phone No: 541-858-8170 Email: contracts@columbiacare.org

Amount of Contract/Grant Award: \$ 0

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

Effective Date: 7/1/2023 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2025 (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: ColumbiaCare rental assistance program (RAP), amendment 1 extends the contract end date through June 30, 2025.

There are no changes to compensation/scope of work with this amendment.

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

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 its own summary form.**

New

Renewal  
 Previous Amount: \$  
 Previous Date:

Modification  
 Original Amount: \$  
 Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

Method of Selection:

- Bid       None  
 Quote       Other Behavioral Health  
 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 \$10,000  
 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 \$5,000  
 Under \$50,000 for Quotes  
 Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

Date Approved by BOC: \_\_\_\_\_ Reviewed by Counsel:   *AS*



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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** First contract amendment to the A&D main contract with Bay Area First Step (BAFS)

**Department:** Coos Health & Wellness

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** BAFS provides peer delivered services to individuals with substance use disorders contained in current IGA between OHA and Coos County. Amendment one removes the supported housing section from original contract; revises habilitative reimbursement, emergency housing and billing rates.

**Funding Source:** Oregon Health Authority

**Requested Action:** Board to approve and sign first contract amendment to the A&D main contract with Bay Area First Step

Date: 6/12/2023


Signature of Dept. Head: Mike Rowley

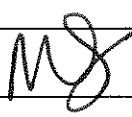
Digitally signed by Mike Rowley  
DN: cn=Mike Rowley, o=Coos Health & Wellness, ou,  
email=mike.rowley@chw.coos.or.us, c=US  
Date: 2023.06.12 16:35:34 -0700

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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel 

Treasurer 

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

35

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: Amend 1 (if applicable)

Name/Agency Name and Address: Bay Area First Step 1942 Sheridan Ave., North Bend, OR 97459

Contact Person: Steve Sanden Phone No: 541-756-3777 Email: ssanden@bayareafirststep.org

Amount of Contract/Grant Award: \$ \$107,328.00 (estimated)

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

Effective Date: 7/1/2023 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2025 (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: BAFS amendment 1 to A&D main contract increases annual award amount. Fixed annual compensation of seventy-seven thousand, three hundred twenty-eight dollars (\$77,328), estimated annual billed amount of thirty thousand dollars (\$30,000).

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

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 its own summary form.

New

Renewal  
Previous Amount: \$  
Previous Date:

Modification  
Original Amount: \$  
Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

Method of Selection:

- Bid       None
- Quote       Other Behavioral Health
- 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 \$10,000
- 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 \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

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

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Third contract amendment to the Bay Area First Step (BAFS) contract for THE House.

**Department:** Coos Health & Wellness

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** THE House prioritize four (4) beds for individuals that are referred by CHW case management and crisis staff. Third contract amendment to the BAFS contract for THE House extends the contract end date and increases the monthly payment.

**Funding Source:** Oregon Health Authority

**Requested Action:** Board to approve and sign third contract amendment to the Bay Area First Step contract for THE House.

Date: 6/12/2023

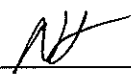
Signature of Dept. Head: Mike Rowley

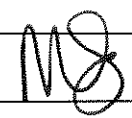
Digitally signed by Mike Rowley  
 DN: cn=Mike Rowley, o=Coos Health & Wellness, ou,  
 email=mike.rowley@chw.coos.or.us, c=US  
 Date: 2023.06.12 16:35:58 -0700

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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel 

Treasurer 

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



CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: Amend 3 (if applicable)

Name/Agency Name and Address: Bay Area First Step 1942 Sheridan Ave., North Bend, OR 97459

Contact Person: Steve Sanden Phone No: 541-756-3777 Email: ssanden@bayareafirststep.org

Amount of Contract/Grant Award: \$ 3,500.00 per month for four beds

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

Effective Date: 7/1/2023 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/30/2025 (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: BAFS amendment 3 for contract with BAFS - THE house, extends the contract end date and increases the monthly payment for four (4) beds to three thousand, five hundred dollars (\$3,500.00) per month.

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

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 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 its own summary form.

- Input boxes for New, Renewal, Modification, Previous Amount, Previous Date, Original Amount, Original Date

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Input boxes for Bid, Quote, Proposal, None, Other Behavioral Health

Type of Contract:

- Input boxes for New, Renewal, Modification (complete sections below)

Type of Contract:

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

- Input boxes for Under \$10,000, Under \$50,000 for Quotes, Under \$150,000 & Approval from Board for Quotes, Sole Source, Contract with Public Agency

- Input boxes for Equipment Maintenance, Office Supplies, Used Vehicles, State Purchasing, Other

Public Improvement - If Not Using Bid, Mark Exemption:

- Input boxes for Under \$5,000, Under \$50,000 for Quotes, Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- Input boxes for Alternative Contracting Method Approved by Board, Other

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Input boxes for 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

Date Approved by BOC: \_\_\_\_\_ Reviewed by Counsel: \_\_\_\_\_

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Transfer of Appropriation

**Department:** Coos Health & Wellness

**Requested Agenda Date:**

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** Request to move 021 contingency funds to 1300-Admin due to unrecognized expense with increased costs for 22-23 FY. Increasing 22-23 IT \$10000.00, 22-40 Postage \$1000.00, 32-13 Vehicle \$5000.00, 36-01 Contracted Srv \$384000.00

**Funding Source:** Operating Contingency 021-0000-699.99-96 \$400000.00

**Requested Action:** Board to approve

**Mike Rowley**

Digitally signed by Mike Rowley  
DN: cn=Mike Rowley, o=Coos Health &  
Wellness, ou,  
email=mike.rowley@chw.coos.or.us,  
c=US  
Date: 2023.06.07 15:29:00 -0700

**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 Filing Coversheet attached?
- Do you want this returned to you for filing?

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

Treasurer  \_\_\_\_\_

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



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

4 In the Matter of a Transfer of Expenditure )  
5 Appropriations in the Amount of \$400,000 ) RESOLUTION  
6 Within the Health & Wellness Fund ) 23-06-122B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of  
8 County business at a meeting on June 20, 2023, is the matter of a transfer of appropriations in  
9 the amount of \$400,000,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure  
11 appropriations is for appropriations needed unexpected increased costs for postage and  
12 vehicle maintenance and unexpected Information Technology equipment and consulting  
13 needs;

14 WHEREAS, a transfer of expenditure appropriations would be allowable according to  
15 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current  
16 fiscal year's budget;

17 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved  
18 and be transferred between the categories and amount as shown below:

19 021 Health & Wellness Fund

20 From:  
21 9900 – Miscellaneous Department  
22 699.99-96 Operating Contingency \$ 400,000

23 To:  
24 1300 – Local Administration Division  
25 441.22-23 <\$5000 Info Technology 10,000  
26 441.22-40 Postage 1,000  
27 441.32-13 Vehicle Maintenance 5,000  
28 441.36-01 Contracted Services 384,000  
  
\$ 400,000

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

**Agenda Item Title:** Approval of Amendment to AFSCME contract re: Wages

**Department:** Coos Health & Wellness      **Requested Agenda Date:** 6/20/2023

**Contact Person:** Mike Rowley      **Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** Request Board approval of Amendment to AFSCME contract re: wages for some classifications as outlined in the 2023/2024 budget.

**Funding Source:** 021-1302-444.10-01/021-1300-441.10-01/005-1100-441.10-01

**Requested Action:** Board to approve and sign Amendment to AFSCME CBA effective July 1, 2023

**Date:** 6/13/2023

**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: AR

TREASURER: MS

HUMAN RESOURCES: CR

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

3M

**CONTRACT / GRANT SUMMARY FORM**

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

Contract/Agreement/Grant No.:

Name/Agency Name and Address: AFSCME Union

Contact Person: Amy Hensley Phone No. 458-220-7009

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

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

Start Date: 7/1/2023 End Date: \_\_\_\_\_

County Department and Employee Responsible for Performance: Nathaniel Johnson, County Counsel

Description: Contract Amendment re: CHW wages Effective 7/1/2023

**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                       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 \$10,000  
 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 \$5,000  
 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:** Revision of Job Description – PH Director/PH Administrator

**Department:** Coos Health & Wellness

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Mike Rowley

**Phone/Ext.:** 541-266-6700

**Background and description of need or problem:** Request Board Approval of revised/updated job description for PH Administrator/PH Director. As part of an ongoing effort to ensure job descriptions are updated every few years, some minor changes were made to ensure the job description reflects the duties being performed.

**Funding Source:** N/A

**Requested Action.** Approved revised Job Description for PH Administrator/PH Director position.

Date: 6/10/2023

Signature of Dept. Head: **Mike Rowley**  
Digitally signed by Mike Rowley  
DN: cn=Mike Rowley, o=Coos Health & Wellness,  
ou, email=mike.rowley@chw.coos.or.us, c=US  
Date: 2023.06.12 16:32:07 -0700

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.

Departments Affected: \_\_\_\_\_

COUNSEL: NR

TREASURER: NR

HUMAN RESOURCES: CM

3N

## DESCRIPTION OF POSITION

Revision Date: 6/20/2023

1.	Current Classification Title: Public Health Administrator
2.	Working Title: Public Health Director
3.	Department: Coos Health & Wellness
4.	Pay Grade & Range: 819 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.	<b>What is the purpose of this position?</b> Responsible for all operations, programs, budget, and staff of the Public Health Division under Coos Health & Wellness with an end goal of protecting and improving the health of the community. Also serves as the local Public Health Administrator responsible for supervising the activities of the local Public Health Authority and duties as set out under ORS 431.418, 431.413 (powers and duties of LPHAs), ORS 431A.010 (power of OHA and local public health administrators to enforce public health laws).
6.	<b>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.</b> <ul style="list-style-type: none"> <li>• Analytical/Assessment           <ul style="list-style-type: none"> <li>○ Uses information technology in accessing, collecting, analyzing, using, maintaining, and disseminating data and information to facilitate the department in meeting its service goals and business practices.</li> <li>○ Assesses assets and resources that can be used for improving the health of a community.</li> <li>○ Makes evidence-based decisions in planning population health services.</li> </ul> </li> <li>• Policy Development/Program Planning:           <ul style="list-style-type: none"> <li>○ Monitors program and contracted services to insure compliance with statutory responsibilities, state administrative rules, and state program assurances for nursing practice, agency licensing, public health and environmental health.</li> <li>○ Promotes and supports quality improvement that provides quality professional practice, meets clients and service outcomes, meet state, federal and grantor standards, and complies with Oregon Revised Statutes and Oregon Administrative Rules, and County ordinances, policies and rules.</li> <li>○ Consults with individuals, groups and agencies to assess community service needs for public health. Reviews consumer usage of existing services. Meets with Coos Health &amp; Wellness Director, state agencies, associations and councils to acquire information and represents Coos County in policy matters.</li> <li>○ Selects and ensures implementation of policies, programs, and services is consistent with laws and regulations.</li> <li>○ Ensures the evaluation of policies, programs, and services (e.g., outputs, outcomes, processes, procedures, return on investment).</li> <li>○ Responds to complaints of questions about services provided to clients of County public health programs.</li> <li>○ Adopts, implements, monitors, evaluates and modifies as necessary a local public health modernization plan.</li> </ul> </li> <li>• Communication:           <ul style="list-style-type: none"> <li>○ Ensures that the organization seeks input from other organizations and individuals (e.g., chambers of commerce, religious organizations, schools, social service organizations, hospitals, government, community-based organizations, various populations served) for</li> </ul> </li> </ul>

## DESCRIPTION OF POSITION

improving the health of a community.

- Communicates the roles of governmental public health, health care, and other partners in improving the health of a community.
- Cultural Competency:
  - Advocates for the diversity of individuals and populations being addressed in policies, programs, and services that affect the health of a community.
- Financial Planning and Management:
  - Works with the Financial Director of Coos Health & Wellness to ensure and manage the programs budget to control expenditures and maximize revenues.
  - Engages governmental agencies with authority to address specific community health
- Leadership and Systems Thinking:
  - Collaborates with individuals and organizations in developing a vision for a healthy community (e.g. emphasis on prevention, health equity for all, excellence and innovation).
- Other duties as assigned: (Not an exhaustive list)
  - Participates in all aspects of preparedness including classes and drills, as well as federally required Incident Command Training and may act as the Agency Incident Commander in the event of a public health emergency.
  - Participates as a voting member of the State Conference of Local Health Officials (CLHO).
  - Serves as an ex officio member of some community committees and boards.

### 7. Supervision

1. This position works under the general supervision of the Coos Health & Wellness Director of Coos County.
2. This position provides general administrative direction of all professional, paraprofessional staff of the Coos County Public Health Program.

### 8. Working conditions of position.

Usual schedule is Monday through Friday, 8:00 a.m. to 5:00 p.m., with occasional evening and weekend public health events or emergencies as directed and approved. May respond to calls 24/7 for communicable disease or other emergencies. Periodic travel to educational seminars and training, some overnight. Requires some lifting, bending, standing or sitting for lengths of time.

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

To successfully perform this job, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### Knowledge:

- Expert knowledge of the philosophies, principles and practices of public health including and in-depth understanding of epidemiology, community health education and promotion, medical clinic operations, and maternal/child health.
- Thorough knowledge of statues and administrative rules which govern community health operations as well as those which define public health.
- Considerable knowledge of administrative principles associated with budgeting, employee supervision, personnel management and program planning.
- Ability to supervise and train professional staff and paraprofessional personnel; effectively utilize consultation and team approaches on program assessment, development and management; develop and maintain effective working relationships with staff, agency personnel and the public.

## DESCRIPTION OF POSITION

- Skill and knowledge in writing comprehensive annual program and plans.
- Understanding and management of health care management and administrative practices, a thorough working knowledge of Oregon Public Health Law and Administrative Rules, and accompanying policies and procedures, , emergency preparedness and incident command principles.
- Ability to develop programs through assessment, planning, implementation, and evaluation.
- Knowledge of communicable diseases and experience and training.
- Must have or must obtain Incident Command Systems 300 and 400 certifications at time of hire or within 12 months of start date. Education or experience in emergency response, patient care, or incident command role preferred.

### **Education and/or experience:**

Master's degree (preferred) in public health, nursing, or related field, or a bachelor's degree PLUS graduate level courses in biostatistics, epidemiology, environmental health, health services administration, and social and behavioral sciences relevant to public health problems. Five years of progressively responsible experience in a community/public health environment, including both administrative and supervisory experience.

### **Additional Abilities:**

- Must be able to accept supervision and adhere to County and Department policies.
- Must comply with professional ethics, rules of conduct and confidentiality, and privacy laws.
- Must be able to establish and maintain harmonious working relationships with other employees and maintain effective interpersonal relationships with co-workers, subordinates and other agencies.
- Must have ability to represent the highest public image of the Coos Health & Wellness Department. Must maintain a positive attitude and represent the County and the Department in the community in a positive manner.

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 and other general office machines such as personal computer, laptop, typewriter, calculator, recording equipment, overhead projector, Zoom. Should be familiar with Basecamp, Microsoft Word, Excel, and Access.

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Board Approval of ODOT Delivered Federal Project #73000-00017989 for Libby Lane Paving Project.

**Department:** Road Dept.

**Requested Agenda Date:** 6/20/23

**Contact Person:** Paul Slater

**Phone/Ext.:** 7664

**Background and description of need or problem:** This agreement is for the Libby Ln Paving Project (MP 3.33 to MP 5.62) that was awarded when the congress passed the Omnibus Appropriations bill. ODOT has agreed to deliver this project on behalf of Coos County. This project was selected as a part of the Highway Infrastructures Program. The total project cost is estimated at \$677,588.32. Federal funds for this project are limited to \$608,000, 10.27 percent match.

**Funding Source:** 003-2703-431.36-01

**Requested Action:** Approve and sign the Agreement # 73000-00017989 with ODOT for delivering the Libby Ln Paving Project on behalf of Coos County.

Date: 6/8/23

Signature of Dept. Head: Paul Slater

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: MS

TREASURER: MS

HUMAN RESOURCES: \_\_\_\_\_

BOC forwards signed Contract/Grant to: Road Department

Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_

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**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing)

Contract/Agreement/Grant No.: 7300-00017989(if applicable)

Name/Agency Name and Address: Oregon Dept. of Transportation, 3500 NW STWEART PARKWAY, ROSEBURG, OR 97470

Contact Person: TERESA DEWALD

Phone No: 541-580-0610

Email: teresa.l.dewald@odot.state.or.us

Amount of Contract/Grant Award: ~~\$677,588.32~~ \$608,000

Payment Terms: 10.27% MATCH (state lump sum or amount and time of payments)

Effective Date: upon signing Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: \_\_\_\_\_ (if known)

County Department and Employee Responsible for Performance: Road Department, Paul Slater, Roadmaster

Description: ODOT DELIVERED FEDERAL PROJECT: LIBBY LN PAVING MP 3.33-5.62 \$677,588.32

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		<u>16070</u>	<u>20.205</u>

\*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 its own summary form.

New

Renewal

Modification

Previous Amount: \$  
Previous Date:

Original Amount: \$  
Original Date:

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

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 \$10,000
- 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 \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

Date Approved by BOC: \_\_\_\_\_

Reviewed by Counsel:   *MT*

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Board Approval of Amendment Number 01 to our Intergovernmental Agreement #73000-00002963 on the ODOT Delivered Federal Project for the Coos County Sandy Creek Emergency Relief Project.


**Department:** Road Dept. **Requested Agenda Date:** 6/20/23

**Contact Person:** Paul Slater **Phone/Ext.:** 7664

**Background and description of need or problem:** This amendment number 01 to the agreement with ODOT on the 2019 ER - Sandy Creek Project changes the estimated total project cost to \$2,658,462, the state's & agency's contract administrator for this project and will be replacing the existing culvert with a bridge.

**Funding Source:** n/a


**Requested Action:** Approve and sign the amendment to our Intergovernmental Agreement # 73000-00002963 with ODOT for the Sandy Creek Emergency Relief project.

**Date:** 6/5/23 **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 Contract/Grant to: Road Department

Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_



**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing)

Contract/Agreement/Grant No.: 7300-00002963(if applicable)

Name/Agency Name and Address: Oregon Dept. of Transportation, 3500 NW STWEART PARKWAY, ROSEBURG, OR 97470

Contact Person: TERESA DEWALD

Phone No: 541-580-0610

Email: teresa.l.dewald@odot.state.or.us

Amount of Contract/Grant Award: \$ 2,658,462

Payment Terms: 10.27% match (state lump sum or amount and time of payments)

Effective Date: upon signing Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

End Date: \_\_\_\_\_ (if known)

County Department and Employee Responsible for Performance: Road Department, Paul Slater, Roadmaster

Description: AMENDMENT 01 - ODOT DELIVERED FEDERAL PROJECT - COOS COUNTY SANDY CREEK ER PROJECT

Staff Requirements:  New  Existing  Subcontract

Will unemployment cost be incurred?  Yes  No

**FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)**

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 its own summary form.



Renewal  
Previous Amount: \$  
Previous Date:

Modification  
Original Amount: \$ 2,116,200  
Original Date: 8/26/21

**PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)**

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 \$10,000
- 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 \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

Date Approved by BOC: \_\_\_\_\_

Reviewed by Counsel: MS



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

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Request BOC Approval to purchase a used 2005 Komatsu HM 400 Articulated Off-Highway Truck for \$80,000 from Main Rock Products

**Department:** Road

**Requested Agenda Date:** 6-20-23

**Contact Person:** Paul Slater


**Phone/Ext.:** 7664

**Background and description of need or problem:** We would like to purchase a used 2005 Komatsu HM 400 Articulated Haul Truck for \$80,000 from Main Rock Products on July 1, 2023. We received two local quotes for used Off Highway Trucks. This equipment was in the approved FY24 budget.

**Funding Source:** 003-2703-431.60-01 Equipment

**Requested Action:** BOC to approve purchase a used 2005 Komatsu HM 400 Articulated Haul Truck for \$80,000 from Main Rock Products July 1, 2023.

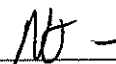
Date: 5/31/23

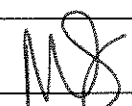
Signature of Dept. Head: 

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 \_\_\_\_\_  
\_\_\_\_\_

## SUMMARY OF QUOTES COOS COUNTY

County Department:

Goods and/or Services Specifications:

1. Used Articulated Off-Highway Dump Truck
- 2.

How Solicited:         Written         Oral

The Department requested quotes from the following firms:

Date	Firm	Contact Person	Quoted Price
3/2/23	Main Rock – 2005 Komatsu HM400 Articulated Truck 9901hrs	Mike Main	80,000
	Sproul Timber – 2003 CAT 740 Articulated Dump Truck – 21,032hrs	Jared Sproul	82,500
	Machinery Trader – 2008 Komatsu HM400 No local Trucks available		98,500 + shipping
	Machinery Trader – 2002 CAT 740 No local Trucks available		85,500 + Shipping

If evaluation factors other than price:

Firm					Total Score

Solicitor:

Department's Recommendation: Main Rock – Used Off-Highway Dump Truck

BOC only: Consent Agenda _____
Regular Agenda _____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Request Approval to purchase a 2024 MowerMax Boom Mower for the 2023-24 Budget.

**Department:** Road

**Requested Agenda Date:** 6/20/23

**Contact Person:** Paul

**Phone/Ext.:** 7664

**Background and description of need or problem:** We would like to purchase a new MowerMax Boom Mower for the 2023-24 Budget. ATMAX Equipment Co. has quoted us a price off the BuyBoard National Purchasing Cooperative Agreement for \$276,002.90. BLM has recently ordered a MowerMax and if we order ours now we will be able to split shipping charges with them, saving over \$5,000. We will be purchasing through BuyBoard National Purchasing Cooperative NTE \$275,000.

**Funding Source:** 003-2703-431.60-01 Equipment

**Requested Action:** Request Approval to purchase a new MowerMax Boom Mower for the 2023-24 Budget from ATMAX Equipment Co. NTE \$275,000.

Date: 5/31/23

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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel NT - Interstate Cooperative procurement

Treasurer MS

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

*3R*



6902 E. 7th Ave.  
Tampa, FL 33619

8136341111 x 4 WWW.MOWERMAX.COM

# Quote

Date	Quote #
4/19/2023	3658

Name / Address
Coos Co., OR 1281 W. Central Coquille OR 97423

Rep
RM

Item	Description	Qty	Cost	Total
MWB Gen 3 New	Mower Max Boom - Gen 3	1	188,275.00	188,275.00T
30ft Boom Arm	30ft Telescoping Boom Arm with 2 additional 1400lb CWs, Quick Disconnect System and without Head Attachment	1	25,401.40	25,401.40T
MWB Boom Std - Gen 3	STANDARD EQUIPMENT INCLUDED: 154 HP Turbo Diesel, Stage V Cummins 4-Speed Hydrostatic Transmission 6 Section Valve Bank with Electro-Hydraulic Joystick Controls 3450lbs Counterweight with Integrated Steps Cab certified for both ROPS - ISO 3471 and FOPS - ISO3449 Red Dot AC/Heat Cab with AM/FM/DVD 6.2in Touchscreen with Blue Tooth and iPod Control Heavy duty Radial Multi-Purpose Tires 180 Deg Boom Rotation Full time 4WD and 4 Wheel Steering with Rear Axle Stabilizer Front headlights with LED daytime running lights, turn lights and rear brake lights with turn lights 1-Class 1 LED Strobes, 12 LED Mini Flasher/Strobes and 1 - 36in LED Directional Control Bar 12v Air-ride, Grammer cloth seat with lumbar, tilt, arm rest & two safety switches Back-up alarm and camera	1	0.00	0.00T
Rotary Deck MWB	60in Rotary Deck with hydraulic controlled deck door, Quick Disconnect System and 90 degree swivel	1	16,362.50	16,362.50T
Articulate - Rotary...	90 Deg Articulate for Rotary Decks - tilts rotary deck 45 degrees in both directions when deck is in front of the right tire	1	3,990.75	3,990.75T
510-7051	MWB - Fecon FMX50 50in Mulching Head with Quick Disconnect System	1	25,032.50	25,032.50T
Rotate	180 Degree Rotate	1	3,990.75	3,990.75T
Flotation	Upgrade to 22 Ply Flotation Tires	1	1,750.00	1,750.00T
Window Tint	Window Tinting	1	700.00	700.00T
Training	Operator and Safety Training - Included	1	0.00	0.00T
SHIPPING & HANDL...	SHIPPING & HANDLING	1	10,500.00	10,500.00
BuyBoard	BuyBoard Grounds Maintenance Equipment Contract 706-23	1	0.00	0.00T
	Quote is good through 6/18/23			
	Out-of-state sale, exempt from sales tax		0.00%	0.00

<b>Total</b>	\$276,002.90
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BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET  
REQUEST TO START NEW HIRE ABOVE STEP 2**

**Department:** Road **Requested Agenda Date:** 6-20-23

**Contact Person:** Paul Slater **Phone/Ext.:** 7664

**Name of New Hire:** Michael Spencer **Hire Date:** 6/19/23

**Proposed Paygrade:** 807 **Proposed Step:** 4

**Starting Salary:** \$22.46

**Please explain in detail reason to hire above Step 2.** Michael Spencer has several years of experience as an automotive technician and has recently been a heavy mechanic for almost one year. Michael will bring a vast degree of knowledge to the Road Department.

**Funding Source:** 003-2702-431-10-01 Regular Wages

**Requested Action:** Request permission to start Michael Spencer at step 4 of pay scale 807


Date: 5/31/23

Signature of Dept. Head: 

The Board of Commissioners will make a determination based on the following bona-fide factors:

- Education (substantive knowledge acquired through relevant coursework, as well as any completed certificate or degree)
- Training (on the job training acquired in current or past positions or through formal training program);
- Experience (must be relevant experience)
- Travel (if travel is necessary and regular for the employee)
- Workplace location (if different from regular workplace location)
- Any combination of the above

Departments Affected:

COUNSEL: 

TREASURER: 

HUMAN RESOURCES: 



BOC only:	
Consent Agenda	
Regular Agenda	

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Approval of Amendment to Prosecuting Attorneys contract

**Department:** District Attorney

**Requested Agenda Date:** 6/20/2023

**Contact Person:** Paul Frasier

**Phone/Ext.:** 541-396-7880

**Background and description of need or problem:** Request Board approval of Amendment to Prosecuting Attorneys CBA contract re: wages for Deputy District Attorneys effective July 1, 2023 and request Board Chair Signature.

**Funding Source:** 001-7000-412.10-01

**Requested Action:** Board to approve Amendment to Prosecuting Attorneys Assoc. CBA effective July 1, 2023 and Board Chair to sign

**Date:** 6/13/2023

**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.**



## CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.:

Name/Agency Name and Address: Prosecuting Attorneys Association

Contact Person: John Blanc Phone No. Jblanc@co.coos.or.us

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

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

Start Date: 7/1/2023 End Date: \_\_\_\_\_

County Department and Employee Responsible for Performance: Nathaniel Johnson, County Counsel

Description: Contract Amendment re: DDA wages Effective 7/1/2023

### 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.**

- |                              |                                  |                                       |
|------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> New | <input type="checkbox"/> Renewal | <input type="checkbox"/> 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 \$10,000<br><input type="checkbox"/> Under \$50,000 for Quotes<br><input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes<br><input type="checkbox"/> Sole Source<br><input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Equipment Maintenance<br><input type="checkbox"/> Office Supplies<br><input type="checkbox"/> Used Vehicles<br><input type="checkbox"/> State Purchasing<br><input checked="" type="checkbox"/> Other _____ |
|--|--|

Public Improvement - If Not Using Bid, Mark Exemption:

- |  |   |
|--|---|
| <input type="checkbox"/> Under \$5,000<br><input type="checkbox"/> Under \$50,000 for Quotes<br><input type="checkbox"/> Under \$100,000 & Not a Transportation Project for Quotes | <input type="checkbox"/> Alternative Contracting Method Approved by Board<br><input type="checkbox"/> 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:** Approval of Amendment to CADS contract

**Department:** Sheriff's Office                      **Requested Agenda Date:** 6/20/2023

**Contact Person:** Gabe Fabrizio                      **Phone/Ext.:** 541-396-7800

**Background and description of need or problem:** Request Board approval of Amendment to CADS contract re: wages for sworn Officers effective July 1, 2023 and request Board Chair Signature.

**Funding Source:** Sheriff Dept Personnel Line Items

**Requested Action:** Board to approve Amendment to CADS CBA effective July 1, 2023 and Board Chair to sign

**Date:** 6/13/2023                      **Signature of Dept. Head:** *G. Fabrizio*

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:** *MS*

**TREASURER:** *MS*

**HUMAN RESOURCES:** *aw*

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

*3M*



## CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.: \_\_\_\_\_

Name/Agency Name and Address: CADS Union

Contact Person: Mike Mann Phone No. 541-990-8224

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

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

Start Date: 7/1/2023 End Date: \_\_\_\_\_

County Department and Employee Responsible for Performance: Nathaniel Johnson, County Counsel

Description: Contract Amendment re: Wages for Sworn Deputies

### 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.**

- |                              |                                  |                                       |
|------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> New | <input type="checkbox"/> Renewal | <input type="checkbox"/> 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 \$10,000                                   | <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 \$5,000   | <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:** Transfer of appropriations *Resolution 23-06-129B*

**Department:** Animal Control                      **Requested Agenda Date:** 6/20/23

**Contact Person:** Gabe Fabrizio                      **Phone/Ext.:** 7827

**Background and description of need or problem:** Due to the inflation Animal Control will be short in the following line items:  
Other Expense - \$1,675.00, Electricity \$2,000.00, Vehicle Expense \$2,000.00 and Spay/Neuter Program \$3,000.00

**Funding Source:** Personnel Services \$8,675.00

**Requested Action:** Request BOC approve <sup>and sign</sup> resolution *23-06-129B* appropriations transfer of ~~\$8,675.00.~~

Date: 6/12/23                                      Signature of Dept. Head: *Fabrizio*

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 *MS* \_\_\_\_\_

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

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

4 In the Matter of a Transfer of Expenditure )  
5 Appropriations in the Amount of \$8,675 ) RESOLUTION  
6 Within the Animal Control Fund ) 23-06-129B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of  
8 County business at a meeting on June 20, 2023, is the matter of a transfer of appropriations in  
9 the amount of \$8,675,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure  
11 appropriations is for unexpected increased costs associated with utilities, vehicle maintenance,  
12 the Spay/Neuter Program;

13 WHEREAS, a transfer of expenditure appropriations would be allowable according to  
14 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current  
15 fiscal year's budget;

16 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved  
17 and be transferred between the categories and amount as shown below:

18 002 Animal Control Fund  
19 2600 – Animal Control Department

20 From:

21 Personnel Services	
22 429.10-01 Regular Wages	2,425
23 429.10-07 Misc Income	250
24 429.15-02 PERS	3,000
25 429.15-03 Insurance Benefits	<u>3,000</u>
	\$ <u>8,675</u>

26 To:

27 Materials & Services	
28 429.22-01 Other Expense	1,675
429.29-02 Electricity	2,000
429.32-13 Vehicle Expense	2,000
429.33-29 Spay/Neuter Program	<u>3,000</u>
	\$ <u>8,675</u>

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

## AGENDA ITEM COVERSHEET

**Agenda Item Title:** Lease with Evergreen Quest for Horse Barn Renovations at the Fairgrounds.

**Department:** Fair

**Requested Agenda Date:** 6/20/23

**Contact Person:** Daris Bouthillier

**Phone/Ext.:** 7739

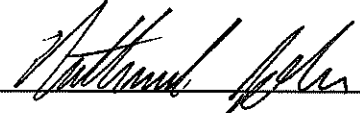
**Background and description of need or problem:** The roof on the Horse Barns at the Fairgrounds needs to be replaced. Evergreen Quest has agreed to do the renovations.

**Funding Source:** N/A

**Requested Action:** Approve and Sign the Lease agreement with Evergreen Quest.

Date: 6/14/2023

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?
- Do you want this returned to you for filing?

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



Treasurer \_\_\_\_\_

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

3W



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

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Approval of Collective Bargaining Agreement

**Department:** County Counsel                      **Requested Agenda Date:** 6/20/2023

**Contact Person:** Nathaniel Johnson                      **Phone/Ext.:** 541-396-7690

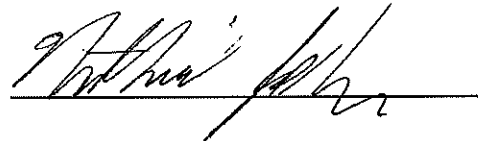
**Background and description of need or problem:** The current Collective Bargaining Agreement with the American Federation of State, County, and Municipal Employees (AFSCME) will expire on June 30, 2023. Request Board approve and sign Collective Bargaining Agreement with AFSCME for July 1, 2023 through June 30, 2025.

**Funding Source:** N/A

**Requested Action:** Request Board approve and sign Collective Bargaining Agreement with AFSCME dated July 1, 2023 - June 30, 2025.

Date: 6/11/2023

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           NJ          

Treasurer           MS          

Human Resources           CR          

3X

CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.:

Name/Agency Name and Address: AFSCME Union

Contact Person: Amy Hensley Phone No. 458-220-7009

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

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

Start Date: 7/1/2023 End Date: 6/30/2025

County Department and Employee Responsible for Performance: Nathaniel Johnson, County Counsel

Description: CBA between County and AFSCME 7/1/2023 - 6/30/2025

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 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.

- Checkboxes for New, Renewal, Modification, Automatic Renewal?, Will unemployment cost be incurred?, Staff Requirements: New, Existing, Subcontract

PUBLIC CONTRACTING INFORMATION

Method of Selection:

- Checkboxes for Bid, Quote, Proposal, None, Other

Type of Contract:

- Checkboxes for New, Renewal, Modification with descriptions

Type of Contract:

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

- Checkboxes for Under \$10,000, Under \$50,000 for Quotes, Under \$150,000 & Approval from Board for Quotes, Sole Source, Contract with Public Agency, Equipment Maintenance

- Checkboxes for Office Supplies, Used Vehicles, State Purchasing, Other Contract with all three employment staffing agencies

Public Improvement - If Not Using Bid, Mark Exemption:

- Checkboxes for Under \$5,000, Under \$50,000 for Quotes, Under \$100,000 & Not a Transportation Project for Quotes

- Checkboxes for Alternative Contracting Method Approved by Board, Other

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Checkboxes for 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: [Signature]

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Order 23-06-030L Approving Transfer of a Solid Waste Collection Franchise from J&L Sanitation Inc. to Waste Connection of Oregon, Inc.

**Department:** Counsel

**Requested Agenda Date:** 6/20/23

**Contact Person:** Nathaniel Johnson

**Phone/Ext.:** 7690

**Background and description of need or problem:**

**Funding Source:** N/A

**Requested Action:** Approve Order 23-06-030L Matter of Approving the Transfer of a Solid Waste Collection Franchise from J & L Sanitation Inc. to Waste Connections of Oregon, Inc.

**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?
- Do you want this returned to you for filing?

County Counsel 

Treasurer 

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



1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS

3 STATE OF OREGON

4 In the Matter of Approving the Transfer of a ) ORDER APPROVING  
5 Solid Waste Collection Franchise from J & L ) TRANSFER  
6 Sanitation Inc., to Waste Connections of )  
Oregon, Inc. a subsidiary of Waste )  
Connections, Inc., dba Les' Sanitary )  
7 Service.

23-06-030L

8  
9 NOW BEFORE THE Board of Commissioners sitting for the transaction  
10 of County business on the 20th day of June 2023, is the matter of the  
11 transfer of a solid waste collection franchise from J & L Sanitation  
12 Inc., to Waste Connections of Oregon, Inc. a subsidiary of Waste  
13 Connections, Inc., dba Les' Sanitary Service;

14 AND IT APPEARING to the Board that Section 07.01.300 of the Coos  
15 County Code provides that a franchisee may transfer a franchise to  
16 another person upon written notice to, and approval by, the Board of  
17 Commissioners;

18 AND IT FURTHER APPEARING to the Board that prior to the approval  
19 of such transfers, the Board must find that the transferee meets all  
20 applicable requirements as if the transferee were an applicant for a  
21 franchise;

22 AND IT FURTHER APPEARING to the Board that J & L Sanitation Inc.,  
23 the current franchise holder, has requested that the Board permit  
24 transfer of their franchise to Waste Connections of Oregon, Inc. a  
25 subsidiary of Waste Connections, Inc., dba Les' Sanitary Service, also  
26 a current franchise holder;

27 AND IT FURTHER APPEARING to the Board that Waste Connections of  
28 Oregon, Inc. a subsidiary of Waste Connections, Inc., dba Les'

1 Sanitary Service has provided good service in its franchise area;

2 AND IT FURTHER APPEARING to the Board that Waste Connections of  
3 Oregon, Inc. a subsidiary of Waste Connections, Inc., dba Les'  
4 Sanitary Service already meets the requirements for a franchise  
5 holder;

6 AND IT FURTHER APPEARING to the Board that no investigation fee  
7 is necessary;

8 AND IT FURTHER APPEARING to the Board that Waste Connections of  
9 Oregon, Inc. a subsidiary of Waste Connections, Inc., dba Les'  
10 Sanitary Service has paid the franchise fees to the County through  
11 April 30, 2023;

12 AND IT FURTHER APPEARING to the Board that a bond is necessary  
13 for Waste Connections of Oregon, Inc. a subsidiary of Waste  
14 Connections, Inc., dba Les' Sanitary Service in the amount of \$5000;

15 AND IT FURTHER APPEARING to the Board that J & L Sanitation Inc.,  
16 owes the Beaver Hill facility \$16,697.65 for the month of May and will  
17 incur further charges in the month of June;

18 AND IT FURTHER APPEARING to the Board that pursuant to Coos  
19 County Code, Section 07.03.300(5), the Board may place whatever  
20 conditions it deems appropriate to guarantee maintenance of service;

21 NOW, THEREFORE, IT IS HEREBY ORDERED that the transfer of the  
22 solid waste franchise from J & L Sanitation Inc., to Waste Connections  
23 of Oregon, Inc. a subsidiary of Waste Connections, Inc., dba Les'  
24 Sanitary Service is approved, subject to the following conditions:

- 25 1. Waste Connections of Oregon, Inc. shall be responsible for  
26 all of J & L Sanitation's accounts receivable owed to the Coos  
27 County Solid Waste facility at Beaver Hill, and shall pay said  
28

1 accounts receivable within fourteen days of July 1, 2023, the  
2 estimated closing date of the sale of the franchise to Waste  
3 Connections of Oregon, Inc. Waste Connections of Oregon, Inc.  
4 shall be responsible for any and all of J & L Sanitation's unpaid  
5 franchise fees from the period beginning January 1, 2023 and  
6 ending on the date of the closing of the sale of the franchise to  
7 Waste Connections.

8 2. Waste Connections of Oregon, Inc. shall continue to deliver  
9 all acceptable solid waste collected from J & L Sanitation's  
10 former franchise areas outside any incorporated city to the  
11 Beaver Hill solid waste disposal facility for so long as the  
12 Beaver Hill solid waste disposal facility is owned and operated  
13 by Coos County.

14 3. Waste Connections of Oregon, Inc. shall obtain the bond  
15 required by Coos County Code Section 07.01.170 within 10 days;

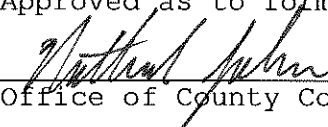
16 4. Waste Connections of Oregon, Inc. shall charge the same  
17 rates for the new area as those previously charged by J & L Sanitation  
18 Inc.

19  
20 BOARD OF COMMISSIONERS

21 \_\_\_\_\_  
Chairman

22 \_\_\_\_\_  
Commissioner

23 Approved as to form:

24   
\_\_\_\_\_  
Office of County Counsel

25 \_\_\_\_\_  
Commissioner

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

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Order 23-06-036L Authorizing the Closure of Coos County Forest Roads to Unauthorized Entry of Motor Vehicles


**Department:** Counsel **Requested Agenda Date:** 6/20/2023

**Contact Person:** Nathaniel Johnson **Phone/Ext.:** 7693

**Background and description of need or problem:** On June 6, 2023, the Board voted to approve the closing of all roadways on the Coos County Forest to motor vehicle access, with the exception of Davis Creek Road. Order 23-06-036L would memorialize that decision and remain in place until terminated by a vote of the Board of Commissioners.

**Funding Source:** n/a


**Requested Action:** Board to approve and sign Order 23-06-036L authorizing the closure of County Forest Roads to unauthorized entry of motor vehicles.

Date: June 13, 2023 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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel 

Treasurer 

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



1 open to foot traffic and bicycles.

- 2 2. Notwithstanding the general road closure in Section 1 above, Davis Creek Road shall  
3 remain open to motor vehicle traffic. However, the Board may close Davis Creek Road  
4 to motor vehicle traffic if it determines, in its sole discretion, that continued motor  
5 vehicle use of the road is no longer in the best interest of the County.  
6 3. Nothing in this Order is intended to regulate the use of the County's recreational trails.  
7 Nothing in this Order is intended to limit or preclude any other necessary closure or  
8 restriction, whether promulgated by the County Forester or Board of Commissioners,  
9 including restrictions due to fire danger or active logging operations.  
10 4. Violation of this Order shall constitute a violation of Article Six, Division Two of the  
11 Coos County Code and shall be subject to full enforcement under the Coos County  
12 Code.  
13 5. This Order shall remain in effect until terminated by vote of the Board.

14 Dated this 20<sup>th</sup> day of June, 2023.

15 BOARD OF COMMISSIONERS

16 Approved as to form:

17   
18 \_\_\_\_\_  
19 Office of Legal Counsel

20 \_\_\_\_\_  
21 Chair

22 \_\_\_\_\_  
23 Commissioner

24 \_\_\_\_\_  
25 Commissioner