

**REVISED AGENDA**  
COOS COUNTY BOARD OF COMMISSIONERS  
Owen Building Large Conference Room, 201 N. Adams, Coquille  
or Virtually at <https://meet.goto.com/675740381>  
November 7, 2023

1. **8:30 AM- EXECUTIVE SESSION under the authority of ORS 192.660, - in the small conference room. The public is excluded from this portion of the meeting**
  - A. (2)(e) Real Property Transactions
  - B. (2)(f) To Consider Information or Records Exempt by Law from Public Inspection
  - C. (2)(h) Consultation with Counsel
  
2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
  
3. **PUBLIC HEARING**
  - A. Community Development Block Grant for Emergency Childcare Assistance
  
4. **DEPARTMENT HEADS**
  - A. Presentation of Lifesaving Commendation to Deputy Robert Baker- Sheriff
  
  - B. Update on Mosquito Problem- Coos Health & Wellness (CHW)
  
  - C. Request Approval of Workforce Retention Payments- CHW
  
  - D. Request Approval of Release Agreement with Kathy Cooley & Authorize Chair to Sign- CHW
  
  - E. Request Approval of Revised Job Description for Secretary III Admin/Finance Services Position- CHW
  
  - F. Request Approval to Pay Invoice for Pickup Purchase- Forestry
  
  - G. Request Approval of IGA #15033 with OYA & Ratify Director's Signature- Juvenile
  
  - H. Request Approval of IGA #15070 with OYA & Ratify Director's Signature- Juvenile
  
  - I. Request Approval of Resolution Making Additional Appropriations in SCINT Fund- SCINT
  
  - J. Request Approval of Resolution Making Additional Appropriations in Admin Grant Fund- Finance
  
  - K. Request Approval of Revised Job Description for IT Administrator Position- IT
  
  - L. Request Approval of Contract Amendment with Cardinal Services- County Counsel
  
5. **CONSENT CALENDAR- administrative matters not up for discussion**
  - A. **Approval of Minutes**

Regular Meeting Minutes- October 24, 2023  
Worksession- Oaks Pavilion Repairs/Night Watchman for Belloni Ranch- October 27, 2023
  
  - B. **Orders & Resolutions**

Resolution 23-10-232P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to October 1, 2023  
Resolution 23-10-233P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective November 1, 2023  
Resolution 23-10-234P, In the Matter of a Salary Adjustment Due to Certification for Miranda Vierck Retroactive to October 1, 2023  
Resolution 23-10-235P, In the Matter of Granting Salary Merit Step Increases for Various CCSO Employees Effective November 1, 2023

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

- C. **Post-Action Notifications Pursuant to County Rule 10.043 (5)**
  - Contract with Dawn Williamson- CHW- clinical supervision
  - Contract Amendment with Davis Grants LLC- Sheriff- adding services to SO

6. **LATE AGENDA ITEMS**

- A. Termination of Timber Sale Contract & Transfer of Timber Sale Payments- Forestry
- B. Transfer of Timber Sale Payments- Forestry

7. **COMMISSIONERS REPORTS**

8. **CITIZEN COMMENTS- limited to 3 minutes per person**

BOC only:	
Consent Agenda	_____
Regular Agenda	_____

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Termination of Timber Sale Contract

**Department:** Forestry

**Requested Agenda Date:** 11/7/23

**Contact Person:** Lance Morgan

**Phone/Ext.:** 7751

**Background and description of need or problem:** FTG, LLC purchased timber contract BH-3-22. The purchaser has not begun operations and will not have adequate time to complete obligations before contract expiration date.

**Funding Source:** n/a

**Requested Action:** Terminate contract of BH-3-22, Gumball Timber Sale and transfer the payment of \$15,000 to BH-2-22 Campground sale.

Date: 10/31/23

Signature of Dept. Head: Lance Morgan - LK

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 CT

Treasurer \_\_\_\_\_

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

*WA*

### CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.: BH-3-22(if applicable)

Name/Agency Name and Address: FTG, LLC, PO Box 1602, Bandon, OR 97411

Contact Person: Daniel Nielsen

Phone No: 541-404-7418

Email: \_\_\_\_\_

Amount of Contract/Grant Award: \$ \_\_\_\_\_

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

Effective Date: 11/7/23 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

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

County Department and Employee Responsible for Performance: Forestry, Lance Morgan

Description: Termination of Contract Sale BH-3-22, Gumball. Apply \$15,000 to Contract Sale BH-2-22, Campground.

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 CDEA 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 Termination

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: \_\_\_\_\_

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

### AGENDA ITEM COVERSHEET

**Agenda Item Title:** Transfer of Timber Sale Payments

**Department:** Forestry

**Requested Agenda Date:** 11/7/23

**Contact Person:** Lance Morgan

**Phone/Ext.:** 7751

**Background and description of need or problem:** Timber Sale BH-6-21, Progeny Sale, contract has expired and will not be renewed. Both parties agree to transfer payments made on this sale to the purchasers other ongoing contract BH-2-22, Campground sale.

**Funding Source:** n/a

**Requested Action:** Transfer funds in the amount of \$38,570.66 from timber sale contract BH-6-21, Progeny to timber sale contract BH-2-22, Campground.

Date: 10/31/23

Signature of Dept. Head: Lance Morgan - LK

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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 CT

Treasurer \_\_\_\_\_

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

6B

**CONTRACT / GRANT SUMMARY FORM**

Clerk's CJ No.: \_\_\_\_\_ (complete after filing) Contract/Agreement/Grant No.: BH-6-21 (if applicable)

Name/Agency Name and Address: Frontier Unlimited, LLC, 93877 Lamont Lane, Coos Bay, OR 97420

Contact Person: Daniel Nielsen Phone No: 541-404-7418 Email: \_\_\_\_\_

Amount of Contract/Grant Award: \$ \_\_\_\_\_

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

Effective Date: 11/7/23 Start Date: \_\_\_\_\_ (if different from effective date, i.e. retroactive / prospective date)

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

County Department and Employee Responsible for Performance: Forestry, Lance Morgan

Description: Transfer of funds from Contract Sale BH-6-21, Progeny in the amount of \$38,570.66 to Contract Sale BH-2-22, Campground.

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

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- 10.xxx USDA      14.xxx HUD      20.xxx USDOT      66.xxx EPA      84.xxx Dept. of Education
- 11.xxx Dept. of Commerce      16.xxx USDOJ      39.xxx General Svs. Admin.      83.xxx FEMA      93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have 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 Termination

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: \_\_\_\_\_