

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/939400221>
April 2, 2024

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

2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

3. **PUBLIC HEARING**
 - A. Competitive Bidding Exemption on Design/Build Procurement of Water Treatment Facilities at Laverne Park & West Laverne Park- Counsel

4. **DEPARTMENT HEADS**
 - A. Information on Tour de Fronds- Donna Freeman/BOC
 - B. Request Approval of Resolution to Transfer Appropriations- Coos Health & Wellness (CHW)
 - C. Request Approval of Reclass of Chloe Rowton- CHW
 - D. Request Approval of Resolution Making an Additional Appropriation- Fair
 - E. Request Approval of IGA with ODOT for OR42:US 101 to Cedar Point Road Project- Road
 - F. Request Approval of Contract Amendment #1 with TNT Construction & Excavation/ Authorize Road Department to Sign- Road
 - G. Request Approval of Contract with SAFE Project- Community Corrections
 - H. Request Approval of Contract Amendment #5 with City of Reedsport- Community Corrections
 - I. Request Approval of Resolution Making an Additional Appropriation- Sheriff
 - J. Request Approval of Resolutions Making & Transferring Appropriations- Sheriff
 - K. Request Approval to Pay Fuel Bill for Month of April- Sheriff
 - L. Request Approval of Order Adopting Official Road Name "Two Crows Lane"- Planning
 - M. Request Approval of MOU with Oregon Building Codes Division- Planning
 - N. Request Approval to Renew Cisco Duo Subscription- Information Technology (IT)

5. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - Worksession- Advisory Ballot Measures- February 23, 2024
 - Worksession- Budget- March 11, 2024
 - Worksession- Budget- March 12, 2024
 - Worksession- Budget- March 13, 2024
 - Executive Session ORS 192,660 (2)(d)- March 14, 2024
 - Regular Meeting Minutes- March 19, 2024

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.

B. Orders & Resolutions

Order 24-03-014C, In the Matter of Reappointing Members to the CCD Business Development Corporation Board of Directors

Resolution 24-03-046P, In the Matter of Granting a Salary Adjustment for Licensure for Najat Mounir Retroactive to February 1, 2024

Resolution 24-03-047P, In the Matter of a Longevity Increase for Erin Larson Effective April 1, 2024

Resolution 24-03-048P, In the Matter of a Longevity Increase for Casie Stone Effective April 1, 2024

Resolution 24-03-049P, In the Matter of Granting a Longevity Increase for Rebecca Redell Effective April 1, 2024

Resolution 24-03-055P, In the Matter of Granting Salary Merit Step Increases for Various Employees Retroactive to March 1, 2024

Rescinding Resolution 24-01-016P, In the Matter of Rescinding Working Out of Class Pay for Kathy Cooley Effective March 4, 2024

Rescinding Order 23-08-183P, In the Matter of Rescinding Working Out of Class Pay for Crystal Schott Effective March 1, 2024

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

Contract with Jenny Lascheck- CHW- sign on bonus agreement

Contract Renewal with Umpqua Bank- Finance/Tax- extension of treasury management services agreement

Contract Renewal with M4 Electrical- Maintenance- as needed services

6. LATE AGENDA ITEMS

A. Request Approval to Hire Charity Smith at Step 3- CHW

B. Request Approval of Planner I Job Description- Community Development

C. Request Approval of Letter of Support for Hope Village- BOC

7. COMMISSIONERS REPORTS

8. CITIZEN COMMENTS- limited to 3 minutes per person

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Planner I Job Description

Department: Community Development **Requested Agenda Date:** 4/2/2024

Contact Person: Jill Rolfe **Phone/Ext.:** 541-396-7770

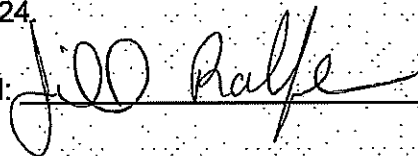
Background and description of need or problem: Community Development has two Permit Specialist positions, one under the Planning Line-Item handling land use issues and one under Community Development handling building permitting. Since the two divisions have vastly differing duties, one job description for both is not ideal. Therefore, we have created (updated) a new job description for the planning/land use side that accurately reflects the duties the position performs. To differentiate the two positions, we would like to have the Permit Specialist under Planning be retitled to Planner 1. We are not asking for a reclassification or paygrade change. The Planner 1 position will remain under paygrade 416 and the Permit Specialist position under the Community Development line item shall remain unchanged. Request Board approve job description for Planner 1 and request the Board approve payroll Resolution 24-03-056P transferring Cassidy Carr to the Planner I position with no change in pay. The AFSCME Union has been provided with a copy of the job description.

Funding Source: 006-1500-419.10-01

Requested Action: BOC to approve job description of Planner I under paygrade 416, and approve and sign Payroll Transfer Resolution 24-03-056P, effective 4/1/2024.

Date: 3/29/2024

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.

Departments Affected:

COUNSEL: _____

TREASURER: _____

HUMAN RESOURCES:  _____

DESCRIPTION OF POSITION

Must be able to accept supervision and adhere to County and Department policies. Must comply with professional ethics, rules of conduct and confidentiality, 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 Planning 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 general office computer and software technology, telephone, copy machine, fax and other general office machines such as personal computer, laptop, microfiche, Xerox, cartographic tools, typewriter, calculator, recording equipment, overhead projector. Must be familiar with Microsoft Word. Training will be provided on software programs such as Excel, Access, Helion/ORCATS, Accela, and permitting software.

BOC only:
Consent Agenda
Regular Agenda

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Letter of Support for Hope Village

Department: BOC

Requested Agenda Date: 4/2/24

Contact Person: Bob Main

Phone/Ext.: 7540

Background and description of need or problem:

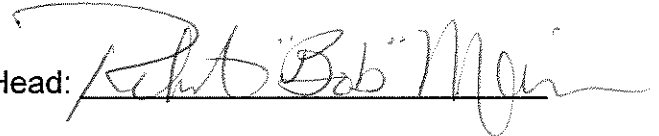
The Salvation Army Coos Bay (TSACB) is collecting Letters of Support from community members, organizations, and businesses for the upcoming Hope Village program. TSACB is asking the Coos County Board of Commissioners to show their support. Letters of Support will demonstrate a community-wide stance on Hope Village, and give more weight to future grant applications.

Funding Source: n/a

Requested Action: Approve and sign letter of support

Date: 3-29-2024

Signature of Dept. Head:





BOARD OF COMMISSIONERS
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ROD TAYLOR

JOHN SWEET

ROBERT "BOB" MAIN

April 2, 2024

On behalf of Coos County, we are pleased to support the Salvation Army Coos Bay Corps and we support their efforts in supporting this community.

As such, we are committed to partner with The Salvation Army. These funds will provide support for their housing project.
We are committed to the HOPE VILLAGE program in the amount of \$480,000.

We are pleased to work in partnership with The Salvation Army and to have the opportunity to provide services as coordinated with Salvation Army staff as funded through the HOPE VILLAGE program.

Rod Taylor
Chairman

John Sweet
Commissioner

Robert "Bob" Main
Commissioner