

BEFORE THE DOUGLAS COUNTY BOARD OF COMMISSIONERS
CHAIR: Tom Kress Commissioner Chris Boice Commissioner Tim Freeman
Douglas County Courthouse, Room 216, Roseburg, Oregon
BUSINESS MEETING AGENDA – January 18th, 2023 – 9:00 a.m.

1. PLEDGE OF ALLEGIANCE

2. CONSENT AGENDA - All items listed are considered routine and will be enacted by one motion.

- **Clerk’s Office** – Seventh (7th) Extension to Contract #27348 with Convenient Payments LLC dba Intellipay Inc. New term expiring 02/12/2024.
- **Information Technology Dept.** – First (1st) Extension to Contract #30001180 with Celer Systems, Inc. for the building of front-end applications that will benefit Human Resources, Payroll, Finance, Assessment and Tax offices. New term expiring 06/30/2023.
- **Information Technology Dept.** – Request of additional .1 FTE for AP Entry Clerk Position to move from 20 to 24 hours. Estimated expense is \$3,500 for current fiscal year. Request an additional 1.0 FTE for IS Tech 3 to support the new integrated systems being implemented with the addition of 40 servers to the existing 104 servers. Anticipated cost up to \$42,000 in the current fiscal year.
- **Management & Finance Dept.** – Reduction of County Assessor by 2 FTE (Assessment Technician 1 & Property Appraiser 1, both currently vacant).
- **Land Department** – Second (2nd) Extension of Lease with Genealogical Society of Douglas County, extending the lease another five years, new expiration date of 12/31/2028. Genealogical Society shall pay \$200 per month.
- **Public Works** – Budget Adjustment Request – Transfer of funds not spent within departments budget.
- **Road District Re-appointment** – SE Booth Special Road District – Reappointment of Kent Greeson, new term expiring 12/31/2024.
- **Road District Re-appointment (Correction)** There was an error in the name of the Reappointment order of Gary Miller, Elkton Estates Special Road District. Same term expiration of 12/31/2025.

3. Citizen’s Questions/Comments on Agenda Items Only*

4. CLERK’S OFFICE – Ordinance – First Reading (Daniel Loomis)

First reading for the updates to Ordinance No. 2023-01-01 authorizing the County Clerk to set fees concerning mail order services, research, and property value appeals. Second reading shall be done February 8, 2023.

5. COMMISSIONERS – Intergovernmental Agreement (Commissioner Boice)

Intergovernmental Agreement between the City of Roseburg, Lane County and Douglas County with the purpose of applying for Job Skills Training through the Oregon Business Development Department – CV Impact Assistance/Community Development Block Grant (CDBG) funds. The City of Roseburg will be the lead grant applicant and will act on the area’s behalf. Agreement further states that grant application will detail how the area will be served with on-line job skills training serves by the Reality Kitchen Nonprofit Introduction to Food Service Initial Cohort Program. The City of Roseburg intends to enter into a sub-recipient agreement with CCD Business Corporation Development for the purpose of grant administration and to ensure program compliance with grant requirements and conditions are set forth by the funding agency.

*To view the live stream, please visit: <https://video.ibm.com/channel/douglascountyoregon>

In compliance with ORS 192.610 to 192.690, we will accommodate any member of the public who wishes to submit public comment related to specific agenda items. Members of the public who wish to comment can do so: (1) In person, (2) by submitting via email at BOC.Assistants@co.douglas.or.us or (3) by virtual format via www.zoom.com Meeting 839 6819 3884 (Passcode – vF6uL6).

6. JUVENILE DEPARTMENT - LPSCC – Grant Agreement Amendment (Ellen Nowa)

Second (2nd) Amendment to the 21-23 Justice Reinvestment Grant with the State of Oregon Criminal Justice Commission. This adds an additional \$6,090 to cover supplies and Moral Reconation Therapy training for the JRI 2021-23 biennium RSAT participant treatment, which works to reduce recidivism and improve public safety.

7. LAND DEPARTMENT – Contract (Mark Wall)

Contract #30001528 between Douglas County (seller) and Scott Timber Company (purchaser) to convey title to the forest products described in Section 1.2, situation on the sale area of 54 acres described as: portions of the W1/2NW1/4 of Section 4, Township 27 South, Range 7 West, WM, Douglas County, Oregon.

8. PUBLIC WORKS DEPARTMENT – Agreement (Scott Adams)

Intergovernmental Agreement #30001524 with the City of Reedsport for the design of waterline upgrades on Salmon Harbor Drive (DC251) and Lighthouse Road (DC87 in Winchester Bay. The city will hire The Dyer Partnership to perform the design at a not-to exceed cost of \$262,700. The County will reimburse the city for the design costs.

9. PUBLIC WORKS DEPARTMENT – Contract (Scott Adams)

Contract #30001516 with Day Wireless to outfit five (5) DCSO Vehicles, not to exceed \$70,737.95.

10. SHERIFF'S OFFICE – Contract Addendum (Sheriff Hanlin)

This addendum to the Encartele contract adds the Argus echo enhanced services to the jail phone services. The cost of the service will be deducted from the shared revenue at the rate of .01 per recorded minute.

11. SHERIFF'S OFFICE – Purchase Agreement (Sheriff Hanlin)

Purchase agreement for three (3) stationary cameras and one (1) mobile camera at a total cost of \$22,050. DCSO is demoing an additional seven (7) cameras with the option to purchase at 60 days for an additional \$37,450.

12. COMMISSIONER COMMENTS

13. ADJOURNMENT

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