

02/01/2023

BEFORE THE DOUGLAS COUNTY BOARD OF COMMISSIONERS

CHAIR: Tom Kress Commissioner Chris Boice Commissioner Tim Freeman
Douglas County Courthouse, Room 216, Roseburg, Oregon

DOUGLAS COUNTY OREGON
FILED

BUSINESS MEETING SUMMARY – February 1, 2023 – 9:00 a.m.

FEB 01 2023

1. PLEDGE OF ALLEGIANCE

2. PROCLAMATION – National Four Chaplains Day

DOUGLAS COUNTY CLERK

Proclamation recognizing National Four Chaplains Day, which will take place on Saturday, February 4th, at West Harvard Church starting at 11:30am. Everyone is welcome to attend this special ceremony.

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

- **Parks Department.** – Budget Adjustment Request – Request for \$225,000 for the purchase of six (6) pre-built custom designed cabins for Umpqua Dunes Campground along with the associated electrical and interior finish work and furnishings.
- **Planning Department** – Personnel Rule Exception/Budget Adjustment Request – Request for previously grant funded GIS Analyst position (HB5006Grant) to be filled as a 1.0 FTE benefited position for an increase to personnel services in the amount of \$41,495. Budget adjustment request of \$1,877.84 to purchase a computer for this GIS Analyst Position.
- **Public Works** – Budget Adjustment Request – Request for modification to Capital Outlay budget line item for an unplanned purchase of two portable vehicle truck scales. This modification of \$114,580 will have no impact on the overall FY23 Budget.
- **Senior Services Advisory Committee Appointment** – Appointment of Josue De Los Diaz – Central County – Position 1, with a term expiration of 06/30/2025. (Vacant Position)
Commissioner Kress motioned to approve the Consent Agenda. Commissioner Boice seconded. Motion carried unanimously.

4. Citizen's Questions/Comments on Agenda Items Only*

5. BUILDING FACILITIES DEPARTMENT – Change Order (David Palmer)

Change Order to Contract #30001400 with the purpose of increasing the dollar amount by \$35,100 to add additional VAV control boxes needed to complete the project, for a contract total of \$197,783.65. Commissioner Boice motioned to approve the Contract Change Order. Commissioner Freeman seconded. Motion carried unanimously.

6. INFORMATION TECHNOLOGY DEPARTMENT – Contract Modification & Assignment (Nancy Laney)

Assignment and modification of Contract #30001241 with Converge Technology Solutions from Nordisk Systems. Modification includes a project change request to cover additional troubleshooting costs incurred by the project. Change will result in increased price of \$1,600 for eight (8) hours of work. Commissioner Freeman motioned to approve the Contract Modification & Assignment. Commissioner Boice seconded. Motion carried unanimously.

7. PARKS DEPARTMENT – Amended Permit of Entry (Mark Wall)

Amendment to Permit of Entry to Mildred Kanipe Park between Douglas County and Z. Terrell & Son, LLC, to facilitate repairs/renovations to the English Schoolhouse. This amendment passes through all obligations under original permit, including the indemnification and insurance provisions, into Permittee's contract with any subcontractor(s). Commissioner Boice motioned to approve the Amended Permit of Entry. Commissioner Freeman seconded. Motion carried unanimously.

8. PUBLIC WORKS DEPARTMENT – Agreement (Scott Adams)

Annual agreement with the United States Geological Survey (USGS) for the Cooperative Stream Gage Program for Federal FY 22/23. Total program amount is \$224,650, with \$117,500 coming from the USGS

and \$74,916 from the BLM. County portion is \$32,234. Commissioner Freeman motioned to approve the Agreement. Commissioner Boice seconded. Motion carried unanimously.

9. PUBLIC WORKS – OPS & MAINT. DEPT. – License for Entry Upon Real Property Agreement (Scott Adams)

Agreement for Douglas County to enter upon real property, with Mark & Diane Myers, to stabilize road shoulder on Red Hill Road. Commissioner Boice motioned to approve the License for Entry Upon Real Property. Commissioner Freeman seconded. Motion carried unanimously.

10. PUBLIC WORKS – OPS & MAINT. DEPT. – Purchase Authorization Modification (Scott Adams)

Modification of purchase price for Kenworth T880 for installation of PTO/WET Kit. This changes the price from \$153,381.19 to \$177,437.42. Commissioner Freeman motioned to approve the Purchase Authorization Modification. Commissioner Boice seconded. Motion carried unanimously.

11. PUBLIC WORKS – SOLID WASTE DEPT. – Contract (Nick Frisinger)

Contract #30001550 between Douglas County and Performance Fab on an on-call/as-needed basis. Commissioner Boice motioned to approve the Contract. Commissioner Freeman seconded. Motion carried unanimously.

12. PUBLIC WORKS – SOLID WASTE DEPT. – Contract (Nick Frisinger)

Contract #30001540 between Douglas County and Northwest Community Builders, LLC on an on-call/as-needed basis. Commissioner Freeman motioned to approve the Contract. Commissioner Boice seconded. Motion carried unanimously.

13. PUBLIC WORKS – SOLID WASTE DEPT. – Order Authorizing Purchase (Nick Frisinger)

Order authorizing purchase of two (2) portable vehicle truck scales from Unitec Corporation. Three quotes were received, and Solid Waste determined this order is in the best interest of Douglas County. Total purchase price of \$114,580. Commissioner Boice motioned to approve the Order Authorizing Purchase. Commissioner Freeman seconded. Motion carried unanimously.

14. SALMON HARBOR – Delegation Order (Commissioner Boice for James Zimmer)

Order Delegating Authority to James Zimmer to execute Salmon Harbor permit agreements with vendors associated with Salmon Harbor Special Event Use Permits. Commissioner Boice motioned to approve the Delegation Order. Commissioner Freeman seconded. Motion carried unanimously.

15. SHERIFF'S OFFICE – License Agreement (Sheriff Hanlin)

User license agreement between DCSO and Permitium LLC for online CHL/Fingerprinting management system. There is no cost for Douglas County for this agreement. Commissioner Freeman motioned to approve the License Agreement. Commissioner Boice seconded. This is an update to the existing fingerprinting program. Motion carried unanimously.

16. COMMISSIONER COMMENTS

Commissioner Freeman mentioned that tomorrow, February 2nd, he, and the other commissioners will be traveling to Coquille for the legislative appointment of Representative Position #1. Coos County Commissioner Bob Main will be chair the meeting, which will feature four nominees for the position.

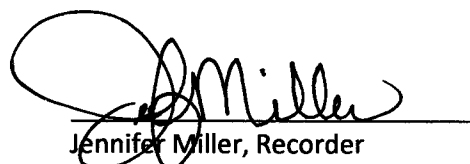
Commissioner Boice - none

Commissioner Kress discussed the Umpqua Fish Derby Kids Day at Cooper Creek. The event starts at 9:30 and noted that it is fun to watch.

17. ADJOURNMENT

DOUGLAS COUNTY BOARD OF COMMISSIONERS


Commissioner Tom Kress


Jennifer Miller, Recorder