AGENDA

COOS COUNTY BOARD OF COMMISSIONERS

Owen Building Large Conference Room, 201 **N.** Adams, Coquille
or Virtually at https://meet.goto.com/865921461
November 16, 2026

1. EXECUTIVE SESSION UNDER THE AUTHORITY OF ORS 192.660- small conference room- the public is excluded from this portion of the meeting

A. (2)(e) Real Property Transactions
B. (2)(f) Records or Information Exempt from Public Inspection
C. (2)(h) Consultation with Counsel

2. 9:30 AM PUBLIC SESSION/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

3. DEPARTMENT HEADS

A. Request Approval of Task Order #6 with AKS Engineering & Forestry LLC- Road
B. Request Approval of Resolution Making Additional Appropriations- Clerk
C. Request Approval of 2027 Paid Holiday List- Human Resources
D. Request Approval of Resolution Affirming Local Authority of the Regulated Marketplace- BOC

4. CONSENT CALENDAR- administrative matters not up for discussion

A. Approval of Minutes

i. Regular Meeting Minutes- November 3, 2026
ii. Worksession- Proposed Cell Tower Ordinance- November 9, 2026

B. Orders & Resolutions

i. Resolution 26-11-170P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
ii. Resolution 26-11-171P, In the Matter of Reclassifying Krystal Van Pelt to MH Associate II Effective November 1, 2026
iii. Resolution 26-11-172P, In the Matter of Reclassifying Hunter Marchant to Deputy Sheriff Effective November 1, 2026
iv. Resolution 26-11-173P, In the Matter of Granting a Salary Merit Step Increase for Various Employees Effective November 1, 2026

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

i. Agreement with ELSI Legal LLC- Jail- monthly training program

5. LATE AGENDA ITEMS

6. COMMISSIONERS REPORTS

7. CITIZEN COMMENTS

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.

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Executive Session Requested

Department: Counsel **Requested Agenda Date: 11/16/2026**

Contact Person: Colton Totland **Phone/Ext.**: 7690

Background and description of need or problem: Need executive session for:

- **ORS 192.660(2)(e)** – Conducting deliberations with persons designated by the governing body to negotiate real property transactions
- **ORS 192.660(2)(f)** – To consider information or records that are exempt by law from public inspection.
- **ORS 192.660(2)(h)** – Consulting with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Funding Source: N/A

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

Date: 11/09/2026 Signature of Dept. Head: Colton Totland

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

BOC only:
Consent Agenda
Regular Agenda

AGENDA ITEM COVERSHEET

Agenda Item Title: AKS Engineering & Forestry LLC, Task order #6; Contract Amendment to A/E Service Contract for Coos County Public Works for Fairview Rd at Cunningham Creek Project.

Department: Road **Requested Agenda Date: 11/17/26**

Contact Person: Paul Slater **Phone/Ext.**: 7666

Background and description of need or problem: Task Order #6 with AKS Engineering & Forestry LLC for professional engineering services to develop Plans, Specifications, and Estimate (PS&E) for the replacement of a reinforced concrete box culvert at MP 2.88 of Fairview Rd for $68,915.

Funding Source: 003-2703-431-36-01 Contracted Services

Requested Action: Approve and Sign Task order #6; Contract Amendment to A/E Service Contract with AKS Engineering & Forestry for professional engineering services for Fairview Road at Cunningham Creek NTE $68,915.

Date: 11-9-26 Signature of Dept. Head: Jessica Johnson for Paul Slater

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Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: _____

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: _____

Rev. 3/10/11

3A

CONTRACT / GRANT SUMMARY FORM

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

Name/Agency Name and Address: AKS Engineering & Forestry - 3700 River Rd N, Suite 1, keizer, OR 97303

Contact Person: Richard Walker Phone No: 503-400-6028 Email: richardw@aks-eng.com

Amount of Contract/Grant Award: $ NTE $68,915

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

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

End Date: 12/31/27 (if known)

County Department and Employee Responsible for Performance: Paul Slater, Public Works Director

Description: Task Order #6- Amendment to 2026 Coos County Public Works A/E On-Call Consultant: Fairview Rd at Cunningham Creek

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 _____
☐ 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: CT

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Approval for CTCL Grant Appropriations

Department: Clerk/Elections **Requested Agenda Date:** 11/17/2026

Contact Person: Julie Brecke **Phone/Ext.**: 541-396-7601

Background and description of need or problem: The Board approved a grant for $15,000 from the Center for Tech and Civic Life on Oct. 20, 2026. The attached resolution will appropriate those funds as follows:

$5,000 - <$5,000 Equipment 415.22-27
$10,000 - Supplies 415.20-01

Funding Source: Center for Tech and Civic Life Grant

Requested Action: Approve and Sign Resolution # 26-11-174B

Date: 11/09/26 Signature of Dept. Head: Julie Brecke

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County Counsel _____

Treasurer MS _____

Human Resources _____

Revised 2/28/2022

3B

BOARD OF COMMISSIONERS
COUNTY OF COOS
STATE OF OREGON

In the Matter of Making an Additional Appropriation in the Amount of $15,000 Within the General Fund	)))	RESOLUTION 26-11-174B

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting held November 16, 2026, and whereas the General Fund has been awarded a grant from the Center for Technology and Civic Life in the amount of Fifteen Thousand Dollars ($15,000); and

WHEREAS, the above stated amount can only be used for the purpose of pursuing and achieving the U.S. Alliance for Election Excellence's voluntary, nonpartisan Standard(s) for Election Excellence and was 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 Fifteen Thousand Dollars ($15,000) be appropriated as follows:

001 GENERAL FUND

Resources	
337.01-02 Local Government Grants	$15,000
Expenditures	
6000 Clerk Department	
Materials & Services	
415.20-01 Supplies	$10,000
415.22-27 <$5000 Equipment	5,000
	$15,000

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: BOC to approve the 2027 Paid Holiday List

Department: HR Department **Requested Agenda Date: 11/16/2026**

Contact Person: Caroline Morgan **Phone/Ext.**: 7580

Background and description of need or problem: Request Board approval of the attached Paid Holiday List for 2027. This list applies to all county employees, unless other described in an employee's collective bargaining unit.

Funding Source: N/A

Requested Action: BOC to approve 2027 Paid Holiday List.

Date: 11/9/2026 Signature of Dept. Head: _____

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Departments Affected:

COUNSEL: CT

TREASURER: MS

HUMAN RESOURCES: _____

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COOS COUNTY COUNSEL'S OFFICE

Rev. 11/5/25

3C

COOS COUNTY HUMAN RESOURCES

Coos County Courthouse
225 N. Adams St.
Coquille, OR 97423
TEL (541) 396-7580
FAX (541) 396-1012
TDD Relay: 1-800-735-2900
humanresources@co.coos.or.us

CAROLINE MORGAN
HR Manager

To: All Coos County Employees

From: Human Resources

Date: November 16, 2026

Subject: 2027 Holidays

Listed below are the holidays, dates and days of the week which the County will be observing in 2027 ***unless otherwise described in Collective Bargaining Agreements:***

New Year's Day	January 1st	Friday
Martin Luther King Day	January 18th	Monday
President's Day	February 15th	Monday
Memorial Day	May 31st	Monday
Independence Day	July 5th (Observed)	Monday
Labor Day	September 6th	Monday
Veterans Day	November 11th	Thursday
Thanksgiving Day	November 25th	Thursday
Day after Thanksgiving *(Review your Collective Bargaining Agreement)*	November 26th	Friday
Christmas	Dec 24th (Observed)	Friday

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Resolution Affirming Local Authority of the Regulated Marketplace

Department: BOC **Requested Agenda Date: 11/16/26**

Contact Person: John Sweet **Phone/Ext.**: 7541

Background and description of need or problem: The attached resolution was proposed by United Strategies and reviewed by County Counsel.

Funding Source: n/a

Requested Action: Approval of Resolution 26-11-175C

Date: Signature of Dept. Head: _____

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County Counsel CT _____

_____

Treasurer _____

_____

Human Resources _____

_____

Revised 2/28/2022

3D

BOARD OF COMMISSIONERS
COUNTY OF COOS
STATE OF OREGON

In the Matter of Affirming Local Authority of Its Regulated Marketplace	)))	RESOLUTION 26-11-175C

WHEREAS, Coos County is committed to protecting the wellbeing of children and youth by preventing the initiation of tobacco and nicotine use; and

WHEREAS, Coos County recognizes that it has an adult smoking rate well above the state average; and

WHEREAS, Coos County recognizes that its adult residents who continue to smoke should have access to less harmful and scientifically substantiated nicotine products that allow them to transition away from the continued smoking of cigarettes; and

WHEREAS, this resolution is directed specifically to nicotine products because such products are subject to a clear federal pathway for authorization and oversight, whereas other categories of products lack that same federal framework and therefore warrant separate consideration; and

WHEREAS, Oregon law regulates the sale of tobacco and nicotine products and requires retailers to obtain and maintain a state tobacco retail license; and

WHEREAS, Coos County participates in Oregon's statewide Tobacco & Nicotine Retail License program, which provides a consistent framework for local oversight and enforcement of tobacco sales, with Coos County's retailer violation rate declining nearly 11 percent, from 15.6 percent in 2019 to 13.9 percent in 2025; and

WHEREAS, Coos County recognizes that adult consumers have a legal right to purchase and use lawful tobacco and nicotine products, and that enforcement-based approaches are the most effective way to ensure accountability without imposing unnecessary burdens on compliant businesses; and

WHEREAS, the Board is concerned that broad prohibitions on otherwise lawful products may result in unintended consequences, as demonstrated by experiences in California, including economic impacts to licensed local retailers, increased purchases from neighboring jurisdictions or online sellers, and the potential growth of illicit markets that are more difficult to monitor and enforce.

NOW, THEREFORE, BE IT RESOLVED by the Coos County Board of Commissioners that:

Section 1. The Board affirms that maintaining a lawful and well-regulated retail environment for tobacco and nicotine products is a county priority. Coos County supports strong and consist enforcement of existing age-verification laws and tobacco and nicotine retailer accountability measures, not local restrictions that unduly impact these retailers, legal adult consumers, and nicotine harm reduction efforts.

Section 2. The Board affirms the right of Coos County, as a local authority, to govern its commercial affairs and to make local decisions in the best interests of its businesses and citizens.

PASSED AND ADOPTED by the Coos County Board of Commissioners this 16th day of November, 2026.

_____
Chair, Coos County Board of Commissioners

_____
Commissioner

_____
Commissioner