AGENDA

COOS COUNTY BOARD OF COMMISSIONERS

Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at https://meet.goto.com/865921461
September 1, 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) Information or Records 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. Update from Coos Bay/North Bend/Charleston Visitor & Convention Bureau- Executive Director Janis Langlinais
B. Request Award of Pre-Commercial Thinning Contract- Forestry
C. Request Award of Planting Contract- Forestry
D. Request Approval of IGA with Dept. of State Lands & Authorize Sheriff to Sign- Sheriff
E. Request Approval of Resolution for Merit 2-Step Increase for Jennifer Mahlum- Community Corrections
F. Request Approval of Resolution Making Additional Appropriation- Community Development

4. CONSENT CALENDAR- administrative matters not up for discussion

A. Approval of Minutes

i. Worksession- NWN Draft Transfer Agreement/MedTrust Contract Amendment- August 13, 2026
ii. Worksession- E-Bikes in the County Forest- August 17, 2026
iii. Regular Meeting Minute - August 18, 2026
iv. Worksession- Courthouse Fencing Project- August 24, 2026

B. Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget

i. Transfer of Appropriation Within Department- Medical Examiner- extra help contract

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

i. Contract Amendment with C&S Fire-Safe Service- Maintenance- fire alarm at Owen Building
ii. Contract with Lumira Behavioral Health- CHW- updates business name & address
iii. MOU with Coquille Valley Hospital- CHW- direction/guidance for team members

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: 09/01/2026**

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: 08/24/2026 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: Update from Visitor & Convention Bureau (VCB)

Department: BOC/VCB **Requested Agenda Date: 9/1/26**

Contact Person: Janice Langlinais **Phone/Ext.**: 541-269-1181

Background and description of need or problem: Update on VCB's activities over the past year

Funding Source: n/a

Requested Action: Receive update on VCB activities

Date: Signature of Dept. Head: _____

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- ☐ Do you want this returned to you for filing?

County Counsel _____

_____

Treasurer _____

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Human Resources _____

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3A

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Award of Contract PCT-1-26

Department: Forestry **Requested Agenda Date:** 9/1/2026

Contact Person: Lance Morgan **Phone/Ext.**: 7751

Background and description of need or problem: Quotes were solicited for Pre-Commercial Thinning of approximately 308 acres of County Forest Lands. Two quotes were received with Rye Tree Service, Inc. submitting the low quote of $199.00/acre.

Funding Source: 103-9000-461.36-21, Reforestation

Requested Action: Request the Board accept the low quote of $199.00/acre and award contract PCT-1-26 to Rye Tree Service, Inc.

Date: 8/20/2026 Signature of Dept. Head: _____

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:

- [X] Is the contract or grant an original?
- [X] Is the Contract/Grant Summary Form attached?
- [X] Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- [ ] If Insurance is required, Is the Insurance Certificate attached?
- [X] Is the Clerk's Filing Coversheet attached?
- [ ] Do you want this returned to you for filing?

County Counsel CT _____

Treasurer _____

Human Resources _____

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Revised 2/28/2022

3B

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.:_____ (complete after filing) Contract/Agreement/Grant No.: PCT-1-26(if applicable)

Name/Agency Name and Address: Rye Tree Service, Inc., 9551 N Fork Siuslaw Rd., Florence, OR 97439

Contact Person: Tim Sweet Phone No: 541-999-0295 Email: _____

Amount of Contract/Grant Award: $ 61,292.00

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

Effective Date: 9/1/2026 Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: 6/27/2027 (if known)

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

Description: Pre-Commercial Thinning Contract

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: Award of Contract PL-1-26

Department: Forestry **Requested Agenda Date:** 9/1/2026

Contact Person: Lance Morgan **Phone/Ext.**: 7751

Background and description of need or problem: Quotes were solicited for planting approximately 97,000 seedlings on County Forest Lands. Only one quote was received, submitted by Rye Tree Service, Inc. with a quote of $398.00/M.

Funding Source: 103-9000-461.36-21 Reforestation

Requested Action: Request the Board accept the low quote of $398.00/M seedlings planted and award Contract PL-1-26 to Rye Tree Service, Inc.

Date: 8/20/2026 Signature of Dept. Head: _____

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:

- [x] Is the contract or grant an original?
- [x] Is the Contract/Grant Summary Form attached?
- [x] Is the Contract signed first by the vendor (except state/federal grants or contracts)?
- [ ] If Insurance is required, Is the Insurance Certificate attached?
- [x] Is the Clerk's Filing Coversheet attached?
- [ ] Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____

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CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.:_____ (complete after filing) Contract/Agreement/Grant No.: PL-1-26(if applicable)

Name/Agency Name and Address: Rye Tree Service, Inc., 9551 N Fork Siuslaw Rd., Florence, OR 97439.

Contact Person: Tim Sweet Phone No: 541-999-0295 Email: _____

Amount of Contract/Grant Award: $ 38,611.58

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

Effective Date: 9/1/2026 Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: 2/26/2027 (if known)

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

Description: Planting Contract on Coos County Forest

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 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: Acceptance of IGA with Department of State Lands

Department: Coos County Sheriff's Office **Requested Agenda Date: September 1, 2026**

Contact Person: Captain Sean Sanborn **Phone/Ext.**: 7874

Background and description of need or problem: The Coos County Sheriff's Office intends to enter into an IGA with Department of State Lands which will pay for one half of a full-time position to handle law enforcement duties on South Slough National Estuary property. This will effectively replace the funding which was given the Sheriff's Office from ODOT through a grant, the other half of this position is funded through the Coos County Public Works Dept.

Funding Source: Oregon Department of State Lands

Requested Action: Approve and accept the Intergovernmental Agreement number 26-3006 between Oregon DSL and the Coos County Sheriff's Office; authorize Sheriff to sign.

Date: 8/18/2026 Signature of Dept. Head: _____

For all matters, forward the document to Counsel **no later than the Monday prior to the Agenda deadline**. Counsel will forward to Treasurer.

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- [x] Is the contract or grant an original?
- [x] Is the Contract/Grant Summary Form attached?
- [ ] Is the Contract signed first by the vendor (except state/federal grants or contracts)? NO
- [ ] If Insurance is required, Is the Insurance Certificate attached?
- [ ] Is the Clerk's Filing Coversheet attached? NO
- [x] Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____

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Revised 2/28/2022

3D

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.:_____ (complete after filing) Contract/Agreement/Grant No.: 26-3006(if applicable)

Name/Agency Name and Address: Oregon Department of State Lands

Contact Person: Chris Castelli Phone No: 503-508-4312 Email: chris.castelli@dsl.gov

Amount of Contract/Grant Award: $ 72,609.00

Payment Terms: Lump Sum for 12 months (state lump sum or amount and time of payments)

Effective Date: 10/1/2026 Start Date: 9/30/2026 (if different from effective date, i.e. retroactive / prospective date)

End Date: 9/30/2026 (if known)

County Department and Employee Responsible for Performance: Captain Sean Sanborn

Description: The Coos County Sheriff's Office intends to renew an Intergovernmental Agreement to provide a Resource Deputy to the South Slough National Estuary Reserve for 12 months.

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
100			

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☐ Quote ☐ Other _____
☐ Proposal

Type of Contract:

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☐ Modification (no need to complete sections below)

Type of Contract:

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- ☐ Equipment Maintenance
- ☐ Office Supplies
- ☐ Used Vehicles
- ☐ State Purchasing
- ☐ Other _____

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- ☐ Under $50,000 for Quotes
- ☐ Between $50,000 and $100,000 for Quotes and Prevailing Wage Requirements
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☐ 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 of Merit Step Increase

Department: Community Corrections **Requested Agenda Date: 9/1/2026**

Contact Person: Mike Crim **Phone/Ext.**: 541-396-7700

Background and description of need or problem Request Board approval of Payroll Resolution No. 26-08-120P to advance Jennifer Mahlum, Community Corrections Business Operations Manager from step 2 to Step 4 of the Non-Union paygrade 784, effective September 1, 2026, her anniversary date. I believe this two-step increase is warranted based on her strong performance and continued growth in her position. Jenny has well exceeded expectations in her performance this past year and has consistently demonstrated that she is dependable, capable, and willing to take on additional responsibilities. She has done an excellent job managing significant fiscal and administrative duties while helping keep the department running effectively during a challenging year with reduced staffing and resources. I believe her performance and contributions clearly justify the extra step increase, and it is well earned and deserved.

Funding Source: 011-2400-423.10-01

Requested Action: Request Board approval of payroll resolution 26-08-120P for merit step increase for Jennifer Mahlum effective September 1, 2026.

Date:8/12/2026 Signature of Dept. Head: Michael Crim

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County Counsel CT

Treasurer MS

Human Resources _____

Revised 5/18/15

3E

BOARD OF COMMISSIONERS
COUNTY OF COOS/STATE OF OREGON

In the Matter of Granting Salary Merit Step Increase for Jennifer Mahlum Effective September 1, 2026	R E S O L U T I O N 26-08-120 P

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a regular Meeting held September 1, 2026; and

WHEREAS the Board of Commissioners this date having approved a request to advance Jennifer Mahlum from step 2+3% of paygrade 784 to step 4+3%, effective her anniversary date of September 1, 2026; and

WHEREAS, Jennifer Mahlum having received a proper performance evaluation recommending such merit step increase;

THEREFORE, BE IT RESOLVED the salary be adjusted for Jennifer Mahlum, effective her anniversary date of September 1, 2026 as follows;

EMPLOYEE	CLASSIFICATION	GRADE	RGE.	STEP	AMOUNT
COMMUNITY CORRECTIONS - 011-2400-423.10-01					
Mahlum, Jennifer	Business Operations Manager	784	--	4+3%	$6,372

DATED THIS _____ day of_____, 2026.

BOARD OF COMMISSIONERS

_____ Commissioner

_____ Commissioner

_____ Commissioner

BOC only:
Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Additional Appropriations Resolution 26-08-122B

Department: Community Development **Requested Agenda Date: 9/1/26**

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

Background and description of need or problem: Community Development received $17,606.00 from Southern Oregon Coast Regional Housing through Oregon Community Foundation. $8,140.00 to be used this fiscal year and the remaining to be used next fiscal year towards permitting software; therefore, additional appropriation is need in order to spend these dollars.

Funding Source: Oregon Community Foundation

Requested Action: Approve and sign resolution 26-08-122B

Date: 8/12/26 Signature of Dept. Head: Jill Rolfe

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- ☐ Do you want this returned to you for filing?

County Counsel CT

Treasurer MB

Human Resources _____

Revised 2/28/2022

3F

BOARD OF COMMISSIONERS
COUNTY OF COOS
STATE OF OREGON

In the Matter of Making an Additional Appropriation in the Amount of $8,140 Within the Community Development Fund	)))	RESOLUTION 26-08-122B

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting held September 1, 2026, and whereas the Community Development Fund has been awarded a grant from Southern Oregon Coast Regional Housing in the amount of Eight Thousand One Hundred Forty Dollars ($8,140); and

WHEREAS, the above stated amount can only be used for permitting software which was not anticipated 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 Eight Thousand One Hundred Forty Dollars ($8,140) be appropriated as follows:

006 COMMUNITY DEVELOPMENT FUND

Resources	
337.01-02 Local Government Grants	$8,140
Expenditures	
1501 Building Codes Division	
Materials & Services	
419.35-06 Software License/Maintenance	$4,070
419.36-01 Contracted Services	4,070
	$8,140