

REVISED AGENDA

COOS COUNTY BOARD OF COMMISSIONERS

Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/865921461>
October 6, 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 Revised Job Description for Staff Accountant I; Approval to Post & Fill- Coos Health & Wellness (CHW)
 - B. Request Award of Contract for Barview Approaches Paving Project- Road
 - C. Request Approval of Job Description for Secretary I Position; Approval to Post & Fill- Community Corrections
 - D. Request Approval of Modification to BLM Contract; Authorize Chair to Sign- Sheriff
 - E. Request Approval of Revised Job Description & Reclass for Building Maintenance Worker- Maintenance
 - F. Request Approval of Order Adopting Road Name (Kromminga Lane)- Planning
 - G. Request Approval of Order Appointing Clinton Herold-Shackelford to CBEMP Citizen Advisory Committee- Community Development
 - H. Discussion re: Donation to Coastal Caucus- BOC
- 4. CONSENT CALENDAR- administrative matters not up for discussion**
 - A. Approval of Minutes**
 - i. Worksession- Acceptance of Donated Funds to the Sheriffs Office- September 9, 2026
 - ii. Regular Meeting Minutes- September 14, 2026
 - iii. Executive Session (2)(e) Real Property Transactions- September 22, 2026
 - iv. Workgroup Minutes- September 22, 2026
 - v. Worksession- Succession Planning for BOC Office- September 29, 2026
 - B. Orders & Resolutions**
 - i. Order 26-10-043C. In the Matter of Appointing Carey Smith to the Carlson-Primrose Special Road District
 - ii. Resolution 26-09-137P, In the Matter of Granting a Salary Adjustment Due to Certification for Brian Kent Retroactive to May 1, 2026
 - iii. Resolution 26-09-138P, In the Matter of Granting a Longevity Salary Increase for Hannah Francis Effective October 1, 2026
 - iv. Resolution 26-09-139P, In the Matter of Granting Salary Merit Step Increases for Various CADS Employees Effective October 1, 2026
 - v. Resolution 26-09-140P, In the Matter of Granting a Salary Merit step Increase for Various Employees Retroactive to September 1, 2026
 - vi. Resolution 26-09-141P, In the Matter of Granting a Salary Merit Step Increase for Various Employees Effective October 1, 2026
 - C. Post-Action Notifications Pursuant to County Rule 10.043 (5)**
 - i. Lease with Riley Ranch MX LLC- Parks- event at Riley Ranch track
 - ii. Contract with CFE, LLC- Parks- electrical services at Bastendorff Park

5. LATE AGENDA ITEMS

- A. Request Approval to Hire Josh Gimlin at Step 4- Road
- B. Request Approval to Hire Jason Smith at Step 4- Road
- C. Request Approval to Declare Equipment as Surplus/Authorize Auction- Sheriff
- D. Request Approval to Hire Rose Middendorff at Step 5- District Attorney/CVA
- E. Request Approval of Order Authorizing Sale of Tax Foreclosed Property- Counsel

6. COMMISSIONERS REPORTS

7. CITIZEN COMMENTS

BOG only: _____
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET
REQUEST TO START NEW HIRE ABOVE STEP 2

Department: ROAD

Requested Agenda Date: 10/1/26

Contact Person: PAUL

Phone/Ext.: 7664

Name of New Hire: Josh Gimlin

Hire Date: 10/1/26

Proposed Paygrade: 805

Proposed Step: 4

Starting Salary: \$29.69/HR

Please explain in detail reason to hire above Step 2: We would like to move Josh Gimlin up to a Maintenance Worker V position and with our current step system he would need to come in at a step 4 to receive an increase in pay. *APPROVE (SIGN PAYROLL RESOLUTION 26-09-142 P.*

Funding Source: 003-2700-431.10-01 Regular Wages

Date: 9/30/26

Signature of Dept. Head: *Paul Slata*

The Board of Commissioners will make a determination based on the following bona-fide factors:

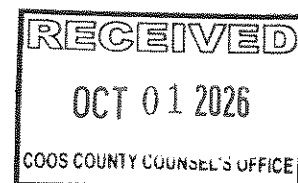
- Education (substantive knowledge acquired through relevant coursework, as well as any completed certificate or degree)
- Training (on the job training acquired in current or past positions or through formal training program);
- Experience (must be relevant experience)
- Travel (if travel is necessary and regular for the employee)
- Workplace location (if different from regular workplace location)
- Any combination of the above

Departments Affected:

COUNSEL: *CT*

TREASURER: _____

HUMAN RESOURCES: *W*



BOARD OF COMMISSIONERS
COUNTY OF COOS/STATE OF OREGON

In the Matter of Granting a)
Promotion for Joshua Gimlin)
Effective October 1, 2026)

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a Work Group Meeting held October 6, 2026; and

WHEREAS, Joshua Gimlin is currently classified as a Maintenance Worker IV with a salary in effect under Line Item 003-2700-431.10-01, Pay Grade 804, Step 3 with an hourly wage of twenty-eight dollars and forty-three cents (\$28.43); and

WHEREAS, a vacant position was posted for a Maintenance Worker V, and Joshua Gimlin was the selected candidate; and

WHEREAS, the Board of Commissioners this date having approved starting Joshua Gimlin at step 4 of paygrade 805;

THEREFORE, BE IT RESOLVED promoting/reclassifying Joshua Gimlin to the position of Maintenance Worker V, effective October 1, 2026 as follows:

<u>EMPLOYEE</u>	<u>CLASSIFICATION</u>	<u>GRADE</u>	<u>RGE.</u>	<u>STEP</u>	<u>AMOUNT</u>
<u>PUBLIC WORKS- 003-2700-431.10-01</u>					
Gimlin, Joshua	Maintenance Worker V	805	--	4	\$29.69/hr

BE IT FURTHER RESOLVED that the above employee's anniversary date shall be amended to October 1st each year.

DATED THIS day of , 2026.

BOARD OF COMMISSIONERS

Commissioner Commissioner Commissioner

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET
REQUEST TO START NEW HIRE ABOVE STEP 2

Department: ROAD

Requested Agenda Date: 10/1/26

Contact Person: PAUL

Phone/Ext.: 7664

Name of New Hire: Jason Smith

Hire Date: 10/1/26

Proposed Paygrade: 805

Proposed Step: 4

Starting Salary: \$29.69/HR

Please explain in detail reason to hire above Step 2: We would like to move Jason Smith up to a Maintenance Worker V position and with our current step system he would need to come in at a step 4 to receive an increase in pay.

Funding Source: 003-2700-431.10-01 Regular Wages

Date: 9/30/26

Signature of Dept. Head: _____

The Board of Commissioners will make a determination based on the following bona-fide factors:

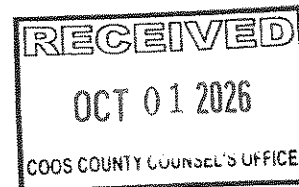
- Education (substantive knowledge acquired through relevant coursework, as well as any completed certificate or degree)
- Training (on the job training acquired in current or past positions or through formal training program);
- Experience (must be relevant experience)
- Travel (if travel is necessary and regular for the employee)
- Workplace location (if different from regular workplace location)
- Any combination of the above

Departments Affected:

COUNSEL: CT

TREASURER: _____

HUMAN RESOURCES: CM



SB

BOARD OF COMMISSIONERS
COUNTY OF COOS/STATE OF OREGON

In the Matter of Granting a)
Promotion for Jason Smith)
Effective October 1, 2026)

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a Work
Group Meeting held October 6, 2026; and

WHEREAS, Jason Smith is currently classified as a Maintenance Worker IV with a salary in effect under Line Item 003-2700-431.10-01, Pay Grade 804, Step 4 with an hourly wage of twenty-eight dollars and forty-three cents (\$28.43); and

WHEREAS, a vacant position was posted for a Maintenance Worker V, and Jason Smith was the selected candidate; and

WHEREAS, the Board of Commissioners this date having approved starting Jason Smith at step 4 of paygrade 805;

THEREFORE, BE IT RESOLVED promoting/reclassifying Jason Smith to the position of Maintenance Worker V, effective October 1, 2026 as follows:

<u>EMPLOYEE</u>	<u>CLASSIFICATION</u>	<u>GRADE</u>	<u>RGE.</u>	<u>STEP</u>	<u>AMOUNT</u>
<u>PUBLIC WORKS- 003-2700-431.10-01</u>					
Smith, Jason	Maintenance Worker V	805	--	4	\$29.69/hr

BE IT FURTHER RESOLVED that the above employee's anniversary date shall be amended to October 1st each year.

DATED THIS day of , 2026.

BOARD OF COMMISSIONERS

Commissioner

Commissioner

Commissioner

BOC only:

Consent Agenda _____

Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Declare Equipment Surplus and allow for auction

Department: Coos County Sheriff's Office **Requested Agenda Date:** 10/6/2026

Contact Person: Cpt. Sean Sanborn

Phone/Ext.: 541-396-7874

Background and description of need or problem:

The Coos County Sheriff's Office is seeking to declare as surplus and authorize auction for a 2016 Ford Interceptor (#162268), a 1998 Ford Van 15 (#164001) and a 2015 Ford Transit (#164017). These vehicles are high mileage and no longer suitable for continued use. We request authorization for these vehicles to be auctioned.

Funding Source: N/A

Requested Action: Declare equipment numbers 162268, 164001 and 164017 as surplus equipment and authorize for auction.

Date: October 6, 2026

Signature of Criminal Division Commander:



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

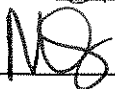
If this is a contract or grant:

- ☐ 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 Coversheet attached or do you want it returned to you for filing?

County Counsel



Treasurer



Human Resources _____

BOG only:
Consent Agenda _____
Regular Agenda _____

**LATE AGENDA ITEM COVERSHEET
REQUEST TO START NEW HIRE ABOVE STEP 2**

Department: CVA/DA's Office **Requested Agenda Date:** 10/6/2026

Contact Person: DA Jody Newby/Denice Banks **Phone/Ext.:** 541-396-7500

Name of New Hire: Rose Middendorff **Hire Date:** 10/19/2026

Proposed Paygrade: 742 **Proposed Step:** 5+6%

Please explain in detail reason to hire above Step 2: The District Attorney's Office Crime Victim Unit recently recruited and interviewed for the Crime Victim Assistant position. Rose Middendorff was selected for the position and has accepted the offer. This will be processed as an internal transfer from her current AFSCME position as a DA Support Enforcement Agent to the non-union Crime Victim Assistant position.

The District Attorney's Office is requesting Board approval to place Rose at Step 5 + 6% of Pay Grade 742. Rose brings more than 13 years of transferable experience with the District Attorney's Office in client case management, customer service, community outreach, and client advocacy. In her current position, she regularly works with individuals navigating difficult and sensitive circumstances, explains legal procedures and requirements, assists with court-related forms and processes, and handles confidential information.

Funding Source: 014-7001-412.10-01

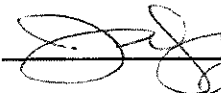
Requested Action: Approve the transfer and appointment of Rose Middendorff to the Crime Victim Assistant position at Step 5 + 6% of Pay Grade 742, and sign payroll resolution 26-09-144P.

The Board of Commissioners will make a determination based on the following bona-fide factors:

- Education (substantive knowledge acquired through relevant coursework, as well as any completed certificated or degree)
- Training (on the job training acquired in current or past positions or through formal training program);
- Experience (must be relevant experience)
- Travel (if travel is necessary and regular for the employee)
- Workplace location (if different from regular workplace location)
- Any combination of the above

Date: 10/2/26

Signature of Dept. Head:



County Counsel _____

Treasurer MS

Human Resources CM

BOARD OF COMMISSIONERS
COUNTY OF COOS/STATE OF OREGON

In the Matter of Granting a Position) R E S O L U T I O N
Transfer for Rose Middendorff) 26-09-144 P
Effective October 19, 2026)

THIS MATTER HAVING COME BEFORE the Board of Commissioners at a Work
Group Meeting held October 6, 2026; and

WHEREAS, Rose Middendorff is currently classified as a Support
Enforcement Agent with a salary in effect under Line Item D/A Support
Enforcement 001-7005-441.10-01, Pay Grade 416, step 5+6%, with a monthly salary
of four thousand, eight hundred and thirty-seven dollars (\$4,837); and

WHEREAS, a vacant position was posted for a Crime Victim Assistant, and
Rose Middendorff was selected for the position; and the Board of Commissioners
this date having approved the position transfer at step 5 of paygrade 742;

THEREFORE, BE IT RESOLVED approving a transfer within the District
Attorney's Office from the D/A Support Enforcement Unit to the Crime Victims
Office, to the non union position of Crime Victim Assistant for Rose
Middendorff, effective October 19, 2026 as follows:

<u>EMPLOYEE</u>	<u>CLASSIFICATION</u>	<u>GRADE</u>	<u>RGE.</u>	<u>STEP</u>	<u>AMOUNT</u>
<u>CRIME VITIM OFFICE - 014-7001-412.10-01</u>					
Middendorff, Rose	Crime Victim Assistant	742	--	5+6%	\$4,630

BE IT FURTHER RESOLVED that the above employee's anniversary date shall
be amended to November 1st, each year.

DATED THIS _____ day of _____, 2026.

BOARD OF COMMISSIONERS

Commissioner

Commissioner

Commissioner

Resolution 26-09-144 P

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Order 26-10-047L to authorize sale of tax foreclosed property

Department: Counsel

Requested Agenda Date: 10/06/2026

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: Order No. 26-10-047L would authorize the sale of the following tax foreclosed property: 190 N. Vernon Street, Coquille, OR 97423.

The property was listed in accordance with ORS Ch. 312 and the County has received an offer of \$170,000.00.

Funding Source: N/A

Requested Action: Approve Order 26-10-047L authoring the sale of the property and delegating signing authority to Chair.

Date: 10/02/2026

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

Treasurer _____

Human Resources _____

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1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS

3 STATE OF OREGON

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5 In the Matter of Approving the Sale of Real Property and) ORDER
6 Delegating Signing Authority) 26-10-047L

7 NOW BEFORE THE BOARD of Commissioners sitting for the transaction of County
8 business on October 6, 2026, is the matter of approving the sale of certain real property identified
9 by Coos County Assessor's Office Tax Account Number 7651600 and located at 190 N. Vernon
10 Street in Coquille, OR 97423 (the "Property"), and the matter of delegating signing authority to
11 sign all documents necessary to complete the sale;

12
13 WHEREAS, the Property was listed for sale with a real estate broker in accordance with
14 ORS 312.520;

15 WHEREAS, the County received an offer in the amount of \$170,000.00 for the Property;

16 WHEREAS, the Board finds the offer to be reasonable in light of factors such as the
17 property's listing history, current market conditions, comparable property sales, and the terms
18 and contingencies of the sale;

19
20 NOW, THEREFORE, IT IS HEREBY ORDERED that the Board of Commissioners
21 authorizes the sale of the Property as follows:

- 22 1. The Board authorizes the sale of the Property for \$170,000.00 in accordance with the
23 purchase and sale agreement prepared by county staff.
24 2. The Board Chair, in consultation with County Counsel, is authorized to sign any
25 transactional documents to aid in, effectuate, and complete the sale of the Property.
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27

1 3. The Board authorizes the expenditure of any reasonable and customary fees necessary to
2 complete the sale of the Property.

3 DATED the 6th day of October, 2026.
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6 Approved as to form:

BOARD OF COMMISSIONERS

7 Colton Totteland
8 Office of Legal Counsel

Chair

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10 Commissioner

11 Commissioner
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