



# **CURRY COUNTY BOARD OF COMMISSIONERS**

## **WEEKLY BUSINESS MEETING**

Wednesday, March 18, 2020 – 9:00 AM  
Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

***Curry County does not discriminate against individuals with disabilities and all public meetings are held in accessible locations. Auxiliary aids will be provided upon request with 48 hours advance notification. Please call 541.247.3296 if you have questions regarding this notice.***

### **AGENDA**

*Items may be taken out of sequence to accommodate staff availability and the public.  
For public comment, a completed speaker's slip must be submitted prior to start of the meeting.*

- 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- 2. LINE OF DUTY CASUALTY REPORT**
- 3. AMENDMENT/APPROVAL OF THE AGENDA**
- 4. PUBLIC COMMENTS (3 minutes per person)**
- 5. PRESENTATIONS**
  - A. Proclamation in Recognition of the League of Women Voters – Commissioner Gold and Mary Jane LaBelle, President League of Women Voters of Curry County
- 6. QUARTERLY REPORTS**
  - A. District Attorney – Josh Spansail
  - B. Juvenile Department – Wendy Lang, Juvenile Director
- 7. CONSENT AGENDA**
  - A. Minutes Business Meeting November 20, 2019
  - B. Minutes Business Meeting March 4, 2020
  - C. Authorize Roadmaster to Purchase \$10,405.51 in New Radio Equipment and Materials through Day Wireless
  - D. Amend Master Payroll 2019-20
  - E. Renewal of Payroll Deduction Agreement for AirMedCare (Cal-Ore Life Flight) - Signature Authority to the Chair
  - F. Order Authorizing Deed of Brookings Head Start to Oregon Coast Community Alliance
  - G. Classification Change of an Employee (Assessor's Office)– K. Wegner
  - H. Transfer of an Employee (Assessor's Office) – A. Pagano
  - I. Appoint a Budget Officer for the FY (Fiscal Year) 20-21 Curry Public Transit Budget

**8. DISCUSSION/ACTION ITEMS**

- A. BOPTA (Board of Property Tax Appeals) Session 2019-2020 – Ian Ashby, Deputy Clerk
- B. Curry County/Curry Public Transit Audit – Julie Schmelzer, DOC (Director of County Operations)
- C. Asphalt Oil Price Quote Award with Signature Authority to the Roadmaster – Richard Christensen, Roadmaster
- D. Emergency Employee Compensation Discussion - Julie Schmelzer, DOC

**9. DIRECTOR’S REPORT**

None

**10. COMMISSIONER UPDATES**

- A. Commissioner Gold
- B. Commissioner Paasch
- C. Commissioner Boice

**11. EXECUTIVE SESSION**

192.660(2)(f) To consider information or records that are exempt by law from public inspection.

**12. HIRE ORDERS**

A.

**13. OTHER** (ORS.192.640( 1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”)

**14. ADJOURN**

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 6-4-2019

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Proclamation In Recognition of the League of Women Voters

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE:** March 17, 2020 @ 9:00 a.m. **DEPARTMENT:** Comm. **TIME NEEDED:** 5 minutes

**RECOMMENDED AGENDA CATEGORY PRESENTATION**

If this is a Presentation, who is doing the Presentation? The Proclamation will be presented by Mary Jane LaBelle, President of the League of Women Voters

**MEMO ATTACHED** Yes  No  If no memo, explain:

**CONTACT PERSON:** Commissioner Gold **TODAY'S DATE:** March 11, 2020

**BRIEF BACKGROUND OR NOTE:** In honor of the 100<sup>th</sup> Anniversary of the League of Women Voters, the Board will be asked to do a proclamation recognizing the work done by the organization.

**FILES ATTACHED:**

1. Proclamation

**INSTRUCTIONS ONCE SIGNED:**

No Additional Activity Required OR

File with County Clerk Name:

Send Printed Copy to: **LOWV** Address:

Email a Digital Copy to: City/State/Zip:

Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON

Proclamation in Recognition of the )  
100<sup>th</sup> Anniversary of the League of ) PROCLAMATION NO. \_\_\_\_\_  
Women Voters

**WHEREAS**, the League of Women Voters of Oregon is a non-partisan political organization, founded in 1920 to serve new women voters in carrying out their newly acquired responsibilities; and,

**WHEREAS**, Members of the League of Women Voters of Oregon consist of women and men who work to improve our system of government and to impact public policies through citizen education and advocacy; and,

**WHEREAS**, the League of Women Voters of Oregon provides non-partisan information on candidates and issues for elections, encourages voter registration and informed voting, provides non-partisan, balanced information on public policy issues to citizens; and,

**WHEREAS**, the League of Women Voters holds the public trust by respectfully bringing elected leaders and the public together through non-partisan, civil means and through thoughtfully advancing solutions to pressing problems; and,

**WHEREAS**, League of Women Voters members strive to serve their communities, to make them strong, safe, fair and vibrant places to live; and,

**WHEREAS**, the League of Women Voters collaborates with other organizations to achieve mutual goals, increase civic participation, create lasting change in the community; and,

**WHEREAS**, the State of Oregon has benefited tremendously from the countless volunteer hours donated by League members over its 100-year history.

**NOW, THEREFORE**, the Curry County Board of Commissioners hereby recognizes the contributions made by the League of Women Voters of Oregon over the past 100 years; extends heartiest congratulations to the members of this organization on the occasion of this anniversary; and offers best wishes for the continued success of the League for the next 100 years.

DATED this 18th day of March, 2020.

CURRY COUNTY BOARD OF COMMISSIONERS

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Christopher S Paasch, Chair

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Court Boice, Vice Chair

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Sue Gold, Commissioner

Approved as to form:

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John R. Hutt  
Curry County Legal Counsel

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

**PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE:** Quarterly Reports

1. District Attorney
2. Juvenile

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE<sup>a</sup>:** March 18, 9:00 a.m. **DEPARTMENT:** Admin. **TIME NEEDED:** 10 min  
(<sup>a</sup>Submit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** PRESENTATION

**MEMO ATTACHED** Yes  No  If no memo, explain: Quarterly Reports

**CONTACT PERSON:** Julie Schmelzer, Dir. of Oper. **TODAY'S DATE:** March 13, 2020

**BRIEF BACKGROUND OR NOTE: (If no memo attached)** Departments present quarterly reports. This month's Business Meeting report is being presented by the District Attorney and the Juvenile Department.

**FILES ATTACHED:**

- (1) None
- (2)
- (3)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk Name:
- Send Printed Copy to: Address:
- Email a Digital Copy to: City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

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CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Minutes Business Meeting of November 20, 2019

AGENDA DATE: 3-18-20 DEPARTMENT: Admin TIME NEEDED: | min

RECOMMENDED AGENDA CATEGORY **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

CONTACT PERSON: Julie Schmelzer TODAY'S DATE: 3/11/20

BRIEF BACKGROUND:

FILES ATTACHED:

- (1) Draft Minutes Business Meeting Of November 20, 2019
- (2)
- (3)
- (4)
- (5)

INSTRUCTIONS ONCE SIGNED:

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# CURRY COUNTY BOARD OF COMMISSIONERS

Date Approved:

Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

## WEEKLY BUSINESS MEETING MINUTES

November 20, 2019

### 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order by Chair Paasch at 9:00 a.m. Present were Chair Christopher Paasch, Commissioner Sue Gold.

By phone: Vice-Chair Court Boice until 10:53a.m. Absent 10:53a.m to Adjournment.

Also present: Legal Counsel John Huttel, Director of Operations Julie Schmelzer, Administrative Assistant John Jezuit.

The Pledge was recited by all.

### 2. LINE OF DUTY CASUALTY REPORT

Commissioner Boice did not have a report.

### 3. AMENDMENT/APPROVAL OF THE AGENDA

Paasch - Add: Court litigation to Executive Session 192.660(2)(h) & 192.660(2) (f)

Boice - Delay or have a workshop for Item 6C

Schmelzer – Item 6C is just for discussion.

Motion by Gold, seconded by Boice, to approve agenda as amended. Motion carried unanimously

### 4. PUBLIC COMMENTS

Mary Rowe spoke about the County jail, her past experience with jails in California, addressed overcrowding, and commented on some ADA (Americans with Disabilities Act) issues. Cena Crook read a letter supporting SEIU (Service Employees International Union) detailing the specifics of their position and encouraged the Board to vote on it. David Barnes suggested, based on the percentage of code violation cases relative to the number of properties, the County needs to look at our code.

### 5. CONSENT AGENDA

A. Appoint: 2 Members to the Port Orford Cemetery Maintenance District Board

Motion by Gold, seconded by Boice, to approve consent agenda. Motion carried unanimously.

### 6. DISCUSSION/ACTION ITEMS

For detailed information on any agenda item, refer to Audio/Video.

- A. Curry County 4H & Extension Service District Financial Review – Sheryl McDonald, Administrative Office Manager, Oregon State University, Curry County Extension

Motion by Gold, seconded by Paasch, to accept Curry County 4H Extension Service Financial Review. Motion carried 2-0. Gold, Yes; Paasch, Yes; Boice, Absent.

- B. Resolution Supporting Inmate Access to Their Medical Provider – Julie Schmelzer, DOC (Director of County Operations)

Schmelzer spoke about costs incurred by the County because inmates do not have access to their health insurance and expressed support of Senator Merkley's bill to resolve the issue.

Motion Paasch, seconded by Gold, to support the resolution. Motion carried unanimously.

- C. Vacant and Owner-Absent Properties Registration Ordinance – Julie Schmelzer, DOC  
Schmelzer spoke about the costs of a significant number of code enforcement cases which occurred on property owned by people not residing in Curry County and recouping some of those costs to help the County taxpayers. David Barnes opposes the ordinance as he opines it is an additional tax on people. Boice wants to have a workshop on the proposal and stated this is a triple edge sword citing: (1) County needs to find a 2<sup>nd</sup> Code Enforcement Officer (2) will discourage landlords (3) impact on lenders and timber companies.

Motion by Paasch, seconded by Gold, to bring to the Board for a 1st reading. Motion carried 2-1 (Gold, Yes; Paasch, Yes; Boice, No.)

- D. Order for Vegetation Maintenance on County Property in Harbor – Julie Schmelzer, DOC  
Schmelzer explained rationale about trimming vegetation from a county property which has grown into an encampment. A discussion followed. Dave Fortman, Code Enforcement, stated he is looking for approval to clean up the property by removing visual barriers from the street as the encampment has spread to three (3) adjacent privately owned properties and neighbors are complaining about odor, illegal fires, smoke, rats, snakes, and other predators. Paasch stated the County will be sharing fees with a private vendor and asked about costs. Gold asked about liability issues. Jim Kolen, Assessor, stated the property is owned by the county and was purchased several decades ago for the Road Department. Huttel stated we cannot treat people occupying the property as criminals. Boice stated he wanted to get down and see the property but he did not have time and stated we need to find a cost effective solution.

The motion by Paasch, seconded by Gold, to approve was withdrawn. Schmelzer stated she will bring back at the December 11, 2019 meeting with more information about the costs of cleaning up the property.

- E. Terminating Use of Channel 182; Not Renewing Media Services Contract – Julie Schmelzer, DOC

Schmelzer summarized the details of terminating use of channel 182, not renewing the Brandt Media Services contract, and the Brandt Media training offer during the transition. A discussion followed, starting with public comments. Carl King stated it is ridiculous to throw away channel 182 as the County will never get it back. Denise King encourages keeping channel 182. Karen Helgesen praised the training she received from Brandt Media and advised Curry County Voices

For detailed information on any agenda item, refer to Audio/Video.

is capable of doing programming. Nancy Sue Rose supports Curry County Voices. Gold encouraged Curry County Voices to produce programming for channel 182. Boice praised the Brandt Media and their work for the County.

Motion by Paasch, seconded by Gold, to approve the order terminating the Brandt Media contract with Brandt Media and accept the offer for staff training during the transition. Motion carried unanimously.

F. Amending Ordinance 19-02, Transient Lodging Tax Implementation – Julie Schmelzer, DOC  
Schmelzer spoke about issues collecting the tax, suggested amendments to the Ordinance to resolve these issues and requested this be treated as an emergency ordinance.

Motion by Gold, second by Paasch to amend ordinance 19-02. Motion carried 2-0 Gold, Yes; Paasch, Yes; Boice, Absent.

G. Curry County Phone Upgrade - Julie Schmelzer, DOC  
Schmelzer spoke about the state of the phone system commenting we are on a 30 day temporary fix, recommends the Board treat this as an emergency upgrade rather than wait to the next budget year, beginning July 1, 2020, and pursue details about a possible loan from Business Oregon.

Motion by Paasch, seconded by Gold, to move, pending loan approval, the project up from July 1, 2020 to now, and, apply for the loan. Motion carried 2-0 Gold, Yes; Paasch, Yes; Boice, Absent.

*Agenda Items 6H, 6I, 6J, and 6K were discussed together.*

H. MOU (Memorandum of Understanding) with PARC (Public Affairs Research Consultants)  
Resources for a Pre-Application for Grant Funding – Julie Schmelzer, DOC

Schmelzer summarized the MOUs and recommended hiring PARC. Both Gold and Paasch were in favor of hiring PARC. David Barnes stated the MOU does not match the Board's discussion of November 6, 2019 and asked the Board to withdraw the application. Schmelzer concluded by stating Stan Foster, PARC CEO, proposed a whole package to increase chances of successfully obtaining funding.

I. Memorandum of Understanding with PARC Resources for a Grant Application for Land Acquisition for a Fire Training Facility – Julie Schmelzer, DOC

J. Memorandum of Understanding with PARC Resources for a Grant Application for an EOC (Emergency Operations Center) at the Cape Blanco Airport –Julie Schmelzer, DOC

K. Memorandum of Understanding with PARC Resources for a Grant Application for a Feasibility Study to Combine Fire Districts – Julie Schmelzer, DOC

The Board expressed a need for more information about the cost to provide the service. Motion by Paasch, seconded by Gold, to continue to the next meeting and direct staff to have Mr. Foster available by phone. Motion carried 2-0 Gold, Yes; Paasch, Yes; Boice, Absent.

L. Approve: Order for December 24, 2019 – Paid Holiday – Julie Schmelzer, DOC

For detailed information on any agenda item, refer to Audio/Video.

Schmelzer spoke about the background work on this order citing percentage of employees who take the day off. Gold inquired about the cost. No motion to approve was made.

## **7. PUBLIC HEARING – 10:15AM**

Special De Novo Public Hearing for A-1901 An Appeal of Planning Commission Action on Application AD-1907

SEE MINUTES OF PUBLIC HEARING ADAMS APPEAL

## **8. DIRECTOR'S REPORT**

Schmelzer spoke about -

- Special Taxing District meeting of December 9, 2019 at Elks Club in Brookings time change to 2P to 4P;
- Hopkins met with Port of Brookings Harbor Board about managing their RV park;
- City of Brookings Police Department and Sheriff's Department discussed 911 consolidation study;
- Possibility of County developer agreement with City of Brookings;
- Finance software demonstration on November 27, 2019;
- DEQ (Department of Environmental Quality) approached county about taking septic inspection program back in house. Curry County may partner with Josephine County on the inspections.

## **9. COMMISSIONER UPDATES**

A. Commissioner Boice

No update - Not at meeting

B. Commissioner Gold spoke about

- Sending E-Mails about Strategic Plan Survey;
- Working with SWOCC (Southwest Oregon Community College) And Beyond;
- Went to Curry County Public Transit meeting. STIF (Statewide Transportation Improvement Funds) funds are being used for run between Brookings and Gold Beach

C. Commissioner Paasch

None

## **10. EXECUTIVE SESSION**

192.660(2)(a) Executive Session to consider employment of a public officer, employee, staff member or individual agent.

192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations

Chair Paasch entered Executive Session at 1:06 p.m. and exited at 1:41 p.m.

Staff is to proceed as directed.

## **11. HIRE ORDERS**

For detailed information on any agenda item, refer to Audio/Video.

A. Order for Deputy Code Enforcement Officer

Motion by Paasch to approve hire order for a Deputy Code Enforcement Officer. Motion carried 2-0 Gold, Yes; Paasch, Yes; Boice, Absent.

B. Appoint a County Registrar – Julie Schmelzer, DOC

C. Appoint a Deputy County Registrar – Julie Schmelzer, DOC

Motion by Paasch, seconded by Gold to move items 11B and 11C to the December 11, 2019 meeting. Motion carried 2-0. Gold, Yes; Paasch, Yes; Boice, Absent.

**12. DISCUSSION/ACTIONS (Continued)**

A. Assign Vital Statistics Revenues to County Registrar’s Office – Julie Schmelzer, DOC

Motion by Paasch, seconded by Gold to move item 12A to the December 11, 2019 meeting. Motion carried 2-0. Gold, Yes; Paasch, Yes; Boice, Absent.

**13. OTHER** (ORS.192.640( 1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.”)

**14. ADJOURN**

Chair Paasch adjourned the meeting at 1:50 p.m.

Dated this    day of            , 2020.

\_\_\_\_\_  
Christopher S Paasch, Chair    Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

Minutes prepared by: John Jezuit, Administrative Assistant

For detailed information on any agenda item, refer to Audio/Video.

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Minutes Business Meeting of March 4, 2020

AGENDA DATE: 3-18-20 DEPARTMENT: Admin TIME NEEDED: | min

RECOMMENDED AGENDA CATEGORY **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

CONTACT PERSON: Julie Schmelzer TODAY'S DATE: 3/12/20

BRIEF BACKGROUND:

FILES ATTACHED:

- (1) Draft Minutes Business Meeting Of March 4, 2020
- (2)
- (3)
- (4)
- (5)

INSTRUCTIONS ONCE SIGNED:

- No Additional Activity Required OR
- File with County Clerk Name:
- Send Printed Copy to: Address:
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**Note: Most signed documents are filed/recorded with the Clerk per standard process.**



# CURRY COUNTY BOARD OF COMMISSIONERS

Approval Date:

Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

## WEEKLY BUSINESS MEETING MINUTES

March 4, 2020

### 1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order by Vice Chair Boice at 9:00 a.m. Present were Vice-Chair Court Boice and Commissioner Sue Gold.

Absent: Chair Christopher Paasch

Also present: County Counsel John Huttl, Director of County Operations Julie Schmelzer and Administrative Assistant John Jezuit

The Pledge was recited by all.

### 2. LINE OF DUTY CASUALTY REPORT

Boice gave the report.

### 3. AMENDMENT/APPROVAL OF THE AGENDA

Motion by Gold, seconded by Boice, to approve agenda as written. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

### 4. PUBLIC COMMENTS

None

### 5. PRESENTATIONS

None

### 6. CONSENT AGENDA

- A. Minutes of February 19, 2020 Business Meeting
- B. Appoint Asa Bissell to Curry County Parks and Recreation Board
- C. Approve Employee Credit Cards

Motion by Gold, seconded by Boice, to approve consent agenda. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

### 7. PUBLIC HEARING – 10:00AM

For detailed information on any agenda item, refer to Audio/Video.

Second Reading - Absent Property Registration Ordinance - Julie Schmelzer, DOC (Director of County Operations)

Schmelzer summarized the ordinance and stated some of the public's suggestions have been incorporated. No members of the public were present to speak, but she did read comments from David Barnes into the record. A discussion followed with Gold asking about enforcement and Boice reading section 2.17.010, and speaking about how the ordinance will impact fire season, and concluded with Boice and Gold agreeing staff should work on a separate ordinance about weed management rather than addressing it through the Property Registration Ordinance.

Motion by Gold, second by Boice, to approve Absent Property Registration Ordinance as presented at the hearing. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

## 8. DISCUSSION/ACTION ITEMS

A. Resolution: CASA (Court Appointed Special Advocates) Petition – Julie Schmelzer, DOC  
Schmelzer described the petition and spoke about options considered in bringing CASA back to Curry County. A discussion ensued with Boice; Mona Chandler, Program Director CASA of Curry County; Gold; and Schmelzer about the need for CASA of Curry County to become a 501 (c)(3) entity and the prospect of the Curry County Juvenile Department handling CASA related matters in the interim.

Motion by Gold, seconded by Boice, to approve the CASA resolution. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

B. SEIU (Service Employees International Union) Contract Amendment Letter of Agreement/Order – John Hutt, County Counsel  
Hutt stated the order approving the contract amendment letter needed wet ink signatures.

Motion by Gold, second by Boice, to approve SEIU contract amendment letter. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

C. Public Health Officer MOU (Memorandum of Understanding) with Josephine County – Julie Schmelzer, DOC

Schmelzer spoke about the need to have a public health officer and the Josephine County no cost offer to help us out until we can get a permanent public health officer. A discussion about insurance ensued with Hutt stating if Josephine County is insured through CIS, there is coverage.

Motion by Gold, second by Boice, to approve public health officer MOU. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

D. Facilities Maintenance Assistance/Building Safety and Planning Assistance – Julie Schmelzer, DOC

Schmelzer explained request to advertise for positions to help out in Facilities and Community Development.

Motion by Gold, second by Boice, to approve position advertising. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

For detailed information on any agenda item, refer to Audio/Video.



E. Change of Employment Classification – Joshua Spansail, District Attorney  
Spansail spoke about his appointment by Governor Brown as the Curry County District Attorney and its effect on DA office staffing. Spansail requested Kevin Kelley employment classification change to take over Spansail’s caseload.

Motion by Boice second by Gold to approve change of employment status. Motion carried 2-0.  
(Boice, Yes; Gold, Yes; Paasch, Absent.)

F. Approve Contract for 2020-2021 Audit Services – Julie Schmelzer, DOC  
Schmelzer spoke about the results of the RFP (Request For Proposal) for audit services and the need for consistency.

Motion by Gold, second by Boice, to award the contract to Moss Adams for 2020-21 audit services.  
Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

## 9. LEGISLATIVE ACTIONS

None.

## 10. DIRECTOR’S REPORT

None.

## 11. COMMISSIONER UPDATES

A. Commissioner Paasch – (Absent)

B. Commissioner Boice:

- Kudos to Coos Curry Electric for off shore wind energy work which warrants the amount of time he’s putting in. He will speak more on that later. Also kudos for their broadband work to improve communications into Curry County.
- Kudos to Connie Hunter for her work on veteran issues and grants. He will speak later on precisely what that money is for.
- State of Jefferson and Greater Idaho as they relate to rural Oregon.
- His past experiences in state legislature. He will give a report down the road on this.
- Breweries such as Chetco, Arch Rock, Misty Mountain are a bright spot in Curry County.
- Working with Jackson County on wolf dog resolution. He will bring the Board a resolution from Jackson County which Curry County can duplicate.
- AOCC (Association of Oregon and California Counties) dues, timber sale in Coos Bay BLM (Bureau of Land Management) district, and lawsuit AOCC won. He recommends Curry County pay the dues.
- Coronavirus Surgeon General article.
- Dinner with Merv George, Forest Supervisor Named for Rogue River-Siskiyou National Forest, on Monday, March 2, 2020 night.
- Promoting Curry County by having various meetings in Curry County last year and meetings confirmed in 2020.

C. Commissioner Gold spoke about

- Coronavirus current factual information is on our website.
- Honoring the Curry County volunteers.

For detailed information on any agenda item, refer to Audio/Video.

**12. EXECUTIVE SESSION**

192.660(2)(f) To consider information or records that are exempt by law from public inspection

192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed

Vice Chair Boice entered Executive Session at 10:39a.m. Exited at 12:03p.m.

Staff to proceed as directed.

**13. HIRE ORDERS**

A. Environmental Health Coordinator

Schmelzer explained delay in getting exact wage scale.

Motion by Gold, seconded by Boice, to approve the hire order. Motion carried 2-0. (Boice, Yes; Gold, Yes; Paasch, Absent.)

**14. OTHER** (ORS.192.640( 1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")

**15. ADJOURN**

Vice Chair Boice adjourned the meeting at 12:06 p.m.

Dated this     day of     , 2020.

\_\_\_\_\_  
Christopher S Paasch, Chair

\_\_\_\_\_  
Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

Minutes prepared by: John Jezuit, Administrative Assistant

For detailed information on any agenda item, refer to Audio/Video.

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Authorize Roadmaster to purchase \$10,405.51 in new radio equipment and materials thru Day Wireless.

**AGENDA DATE:** 3/18/2020    **DEPARTMENT:** Road    **TIME NEEDED:** | min

**RECOMMENDED AGENDA CATEGORY** **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON:** Richard Christensen    **TODAY'S DATE:** 3/3/2020

**BRIEF BACKGROUND:** Request to purchase 5 new hand held radios with headsets & holsters, 1 new dash mounted radio for Superior Broom road sweeper and 2 wall mounted multi-unit chargers for field office. Cost includes installation and programming labor costs with \$350 of MOTOROLA discount coupons.

**FILES ATTACHED:**

- (1) Day Wireless Quote
- (2)
- (3)
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required    OR
- File with County Clerk    Name:
- Send Printed Copy to:    Address:
- Email a Digital Copy to:    City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**



**Quote**

Quote # Radio Order-17  
Date: 2/20/2020  
Expiration Date: \*3/15/2020

To: Curry Co Road Dept.  
28425 Hunter Creek Rd  
Gold Beach, OR 97444

Richard Christensen  
(541) 247-7097  
christensenr@co.curry.or.us

Day Wireless Contact		Project Name		Payment Terms	
Cameron Lougee		Radio Order		Net 30	
Parts & Materials					
QTY	Description	Price	Extended Price		
Standard Portables					
3	XPR 3500e 136-174 5W VHF	\$510.00	\$1,530.00		
3	IMPRES LV Hi-Cap Li-Ion, 3000 mAh Battery IP68 with Belt Clip	\$51.43	\$154.29		
3	Heavy-Duty, Behind-the-Head Headset With Noise-Canceling Boom Microphone	\$248.17	\$744.51		
3	Hard Leather Carry Case 3" Fixed Belt-loop	\$51.00	\$153.00		
3	High-Tier Radio Programming	\$25.00	\$75.00		
Bluetooth Portables					
2	XPR 3500e 136-174 5W VHF	\$510.00	\$1,020.00		
2	IMPRES LV Hi-Cap Li-Ion, 3000 mAh Battery IP68 with Belt Clip	\$51.43	\$102.86		
2	Bluetooth 2.0 / 4.0 LE Audio License	\$50.00	\$100.00		
2	Bluetooth Data & Discoverable Mode	\$50.00	\$100.00		
2	Hard Leather Carry Case 3" Fixed Belt-loop	\$51.00	\$102.00		
2	XBT Operations Critical Wireless Behind-the-Neck Headset	\$646.58	\$1,293.16		
2	Hygiene Kit for XBT Headsets	\$11.50	\$23.00		
2	Operations-Critical Wireless Push-to-Talk (PTT) Pod	\$99.12	\$198.24		
2	High-Tier Radio Programming	\$25.00	\$50.00		
Icom Mobile					
1	Icom F9511HT 21 - 136-174MHz 110W P25 Conventional mobile with full keypad. Microphone and remote mount cable included.	\$1,940.40	\$1,940.40		
1	SP35 External Speaker, 5W	\$48.00	\$48.00		
1	152-162MHz, unity gain antenna, NMO compatible, 21"	\$34.40	\$34.40		
1	NMO Permanent Mount, 17ft RG58 cable, PL259 connector	\$18.40	\$18.40		
1	HM211 - Noise cancelling mobile hand microphone	\$116.00	\$116.00		
1	RMK2 - F1721/1821 bracket & face plate for remote mounting.	\$116.00	\$116.00		
1	5m/16.4ft separation cable for remote mounting kits	\$68.25	\$68.25		
1	High-Tier Radio Programming	\$25.00	\$25.00		
Wall-Mount Chargers					
2	IMPRES Multi-Unit Charger, 115V	\$535.50	\$1,071.00		
2	Wall Mount Bracket for IMPRES Multi-Unit Charger	\$21.00	\$42.00		
Motorola Coupons					
1	<b>MOTOROLA \$50.00 ACCESSORY PURCHASE COUPON: Eligible on Motorola accessory orders placed before 3/26/2020 (Coupon Code 2016-57432-1)</b>	-\$50.00	-\$50.00		
1	<b>MOTOROLA \$75.00 RADIO PURCHASE COUPON: Eligible on Motorola radio purchases made before 3/15/2020 (2012-3435-1)</b>	-\$75.00	-\$75.00		
1	<b>MOTOROLA \$75.00 RADIO PURCHASE COUPON: Eligible on Motorola radio purchases made before 3/15/2020 (2013-29416-1)</b>	-\$75.00	-\$75.00		
1	<b>MOTOROLA \$75.00 RADIO PURCHASE COUPON: Eligible on Motorola radio purchases made before 3/15/2020 (2020-103195-1)</b>	-\$75.00	-\$75.00		
1	<b>MOTOROLA \$75.00 RADIO PURCHASE COUPON: Eligible on Motorola radio purchases made before 3/15/2020 (2020-103223-1)</b>	-\$75.00	-\$75.00		
<b>Equipment Total:</b>					<b>\$8,775.51</b>
Labor					
Description of Work				Total	
INSTALL ICOM REMOTE MOUNT RADIO AND RADIO PROGRAMMING SERVICES				\$1,560.00	
<b>Labor Total:</b>				<b>\$1,560.00</b>	
Other Expenses					
Description				Total	
EQUIPMENT SHIPPING				\$45.00	
MISC INSTALLATION EQ				\$25.00	
<b>Other Total:</b>				<b>\$70.00</b>	
<b>Grand Total:</b>				<b>\$10,405.51</b>	
Notes					
*Coupons eligible for purchases in March, please see line-items in quote for specific dates of eligibility.					
Quotation for goods and services named.					
To Accept this quotation, sign here and return:				Date:	
<b>Thank you for your Business</b>					

**CURRY COUNTY BOARD OF COMMISSIONERS**  
**AGENDA ITEM ROUTING SLIP (ARS)**  
**Revision 1-3-2020**

**SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE: Amend Master Payroll 2019-20**

**AGENDA DATE: 3/18/20 DEPARTMENT: P/R & HR TIME NEEDED: 3 min**

**RECOMMENDED AGENDA CATEGORY CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON: Julie Swift TODAY'S DATE: 3/11/20**

**BRIEF BACKGROUND:** The Master Payroll was adopted June 26, 2019, order no. 20684. SEIU and the County were still bargaining on the wages and benefits for the 2019-20 year. The process has been completed and this is the updated Master Payroll to reflect those changes as agreed to. Exhibit A is a list of employees at July 1 and not current employees. The list includes some employees that are no longer here and excludes hires since that time.

**FILES ATTACHED:**

- (1) Order
- (2) Exhibit A
- (3) Exhibit C
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk                      Name:
- Send Printed Copy to:                              Address:
- Email a Digital Copy to:                              City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON**

**IN THE MATTER OF AMENDMENTS TO )  
MASTER PAYROLL ORDER APPROVED )  
FOR CURRY COUNTY PERSONNEL FOR ) ORDER: \_\_\_\_\_  
FISCAL YEAR 2019-2020 )**

**WHEREAS**, the Board of Commissioners for Curry County, a political subdivision of the State of Oregon, did approve the Master Payroll for Curry County personnel on June 26, 2019; and

**WHEREAS**, the SEIU contract was ratified by the Union and approved by a majority of the Board of Commissioners on March 4, 2020.

**NOW, THEREFORE, IT IS HEREBY ORDERED:**

**1. THAT THE FOLLOWING AMENDMENTS BE MADE TO ORDER NO. 20684:**

(a) Employees represented by SEIU shall receive a Cost of Living Adjustment in the amount of 3.00% effective July 1, 2019; and

(b) For the period of July 1, 2019, to December 31, 2019, Curry County shall contribute up to \$1250 per employee per month toward the purchase of medical, dental and vision insurance for all SEIU represented employees. For the period of January 1, 2020, to June 30, 2020, Curry County shall contribute up to \$1300 per employee per month toward the purchase of medical, dental and vision insurance. The County shall continue to pay a portion of the cost of employee and dependent health insurance premium for those employees working half-time (.50 FTE) or more. This benefit will be paid on a pro-rata basis.

(c) Exhibit A has been amended to reflect these changes and is attached hereto for reference; and

(d) Salary Conversion Tables, Exhibit C, have been amended to reflect the Cost of Living Adjustment and are attached hereto for reference.

**DATED** this \_\_\_\_ day of March, 2020.

**CURRY COUNTY BOARD OF COMMISSIONERS**

Reviewed as to Form:

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Christopher Paasch, Chair

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John Hutt  
Curry County Legal Counsel

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Court Boice, Vice Chair

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Sue Gold, Commissioner

**CURRY COUNTY MASTER PAYROLL  
FISCAL YEAR 2019-20**

Exhibit A

Dept	Position	Name	Status	%	Union	Range	Step	Salary/ Hourly	Longevity	Total Gross	Health Insurance	HRA	Life Insurance	FICA	PERS Category	PERS County Portion	Workers' Comp	WC Tax Ben Fund	Total Cost
<b><i>GENERAL FUND - 1.10</i></b>																			
<i>BOPTA</i>																			
411.30	County Clerk	Renee Kolen	EO	0.5%				27.51		27.51	6.00		0.03	2.10	PERS	7.17	0.03	0.02	42.86
411.30	Deputy Clerk I	Ian Ashby	F	1.67%	SEIU	U7	A	49.23	-	49.23	20.88		0.07	3.77	OPRSRP	7.61	0.05	0.07	81.66
411.30	Deputy Clerk I	Jaymie Allen	F	1.67%	SEIU	U7	A	49.23	-	49.23	20.88		0.11	3.77	OPRSRP	7.61	0.05	0.07	81.70
411.30	Deputy Clerk I	Carrie Dexter	F	1.66%	SEIU	U7	A	48.94	-	48.94	20.75		0.11	3.74	OPRSRP	7.57	0.05	0.06	81.21
<i>Elections</i>																			
414.00	County Clerk	Renee Kolen	EO	49.5%				2,723.37		2,723.37	594.00		3.24	208.34	PERS	709.71	2.51	1.93	4,243.10
414.00	Elections Administrator/Chief Deputy	Shelley Denney	F	70%		E12	C	3,546.20	142.95	3,689.15	875.00		4.59	282.22	PERS	961.39	3.41	2.91	5,818.66
414.00	Deputy Clerk I	Ian Ashby	F	49.17%	SEIU	U7	A	1,449.53	-	1,449.53	614.63		2.07	110.89	OPRSRP	224.10	1.34	1.92	2,404.46
414.00	Deputy Clerk I	Jaymie Allen	F	49.17%	SEIU	U7	A	1,449.53	-	1,449.53	614.63		3.22	110.89	OPRSRP	224.10	1.34	1.92	2,405.62
414.00	Deputy Clerk I	Carrie Dexter	F	49.17%	SEIU	U7	A	1,449.53	-	1,449.53	614.63		3.22	110.89	OPRSRP	224.10	1.34	1.92	2,405.62
<i>Tax Office</i>																			
415.15	County Assessor	Jim Kolen	EO	10%				557.40		557.40	120.00		0.66	42.64	PERS	145.26	5.46	0.39	871.81
415.15	Chief Office Deputy	Wendy Carpenter	F	20%	SEIU	U9	B.5	771.60	18.83	790.43	250.00		1.31	60.47	OPSRP	122.20	0.73	0.16	1,225.29
415.15	Chief Tax Deputy	Anthony Pagano	F	100%	SEIU	U7	E.5	3,674.00	46.44	3,720.44	1,250.00		4.20	284.61	OPSRP	575.18	3.43	3.90	5,841.77
415.15	Administrative Secretary	open position	F	20%	SEIU	U7	A	589.60	-	589.60	250.00		1.31	45.10	OPSRP	91.15	0.54	0.16	977.87
<i>Treasurer's Office</i>																			
415.16	County Treasurer	Debbie Crumley	EO	100%				5,452.50		5,452.50	1,200.00		4.20	417.12	PERS	1,420.92	53.42	3.90	8,552.06
<i>Assessor's Office</i>																			
415.17	County Assessor	Jim Kolen	EO	90%				5,016.60		5,016.60	1,080.00		5.90	383.77	PERS	1,307.33	49.15	3.51	7,846.25
415.17	Deputy Assessor	Tracy Garner	F	100%		E11	F	5,504.00	204.21	5,708.21	1,250.00		6.55	436.68	PERS	1,487.56	55.93	4.16	8,949.09
415.17	Chief Office Deputy	Wendy Carpenter	F	80%	SEIU	U9	B.5	3,086.40	75.30	3,161.70	1,000.00		5.24	241.87	OPSRP	488.80	2.92	2.50	4,903.03
415.17	Commercial Property Appriaser	open position	F	100%	SEIU	U9	A	3,586.00	-	3,586.00	1,250.00		4.20	274.33	OPSRP	554.40	35.14	3.90	5,970.96
415.17	Appraiser/Analyst II	Kiley Wegner	F	100%	SEIU	U9	A	3,586.00	56.48	3,642.48	1,250.00		4.20	278.65	OPSRP	563.13	35.69	3.90	5,778.05
415.17	Appraiser/Analyst II	Lacey Young	F	100%	SEIU	U9	B	3,765.00	-	3,765.00	1,250.00		4.20	288.02	OPSRP	582.07	36.89	3.90	5,930.08
415.17	Cartographic Technician	open position	F	100%	SEIU	U7	A	2,948.00	-	2,948.00	1,250.00		6.55	225.52	OPSRP	455.76	2.72	3.90	4,892.45
415.17	Administrative Secretary	open position	F	80%	SEIU	U7	A	2,358.40	-	2,358.40	1,000.00		5.24	180.42	OPSRP	364.61	2.18	2.50	3,913.34
415.17	Sr. Department Specialist	Cindy Ashby	F	100%	SEIU	U6	A	2,676.00	-	2,544.00	1,250.00		4.20	194.62	OPSRP	393.30	2.35	3.90	4,393.37
<i>District Attorney's Office</i>																			
415.30	Deputy District Attorney II	Kevin Kelley	F	100%		E13	D.5	5,785.00	-	5,785.00	1,250.00		6.55	442.55	OPSRP	894.36	5.34	4.16	8,387.96
415.30	Deputy District Attorney I	Kasandra Van	F	100%		E11	E	5,243.00	-	5,243.00	1,250.00		6.55	401.09	OPSRP	810.57	4.84	4.16	7,720.21
415.30	Office Manager	Stacy DeLonge	F	82%		E9	C.5	3,452.20	48.13	3,500.33	1,025.00		3.44	267.78	OPSRP	541.15	3.23	3.41	5,344.35
415.30	Legal Secretary	open position	F	100%	SEIU	U6	D	3,302.00	-	3,302.00	1,250.00		4.20	252.60	OPSRP	510.49	3.05	4.16	5,326.50
<i>Recording</i>																			
415.40	County Clerk	Renee Kolen	EO	50%				2,750.88		2,750.88	600.00		3.28	210.44	PERS	716.88	2.54	1.95	4,285.96
415.40	Elections Administrator/Chief Deputy	Shelley Denney	F	30%		E12	C	1,519.80	61.26	1,581.06	375.00		1.97	120.95	PERS	412.03	1.46	1.25	2,493.71
415.40	Deputy Clerk I	Ian Ashby	F	49.16%	SEIU	U7	A	1,449.24	-	1,449.24	614.50		2.06	110.87	OPRSRP	224.05	1.34	1.92	2,403.98
415.40	Deputy Clerk I	Jaymie Allen	F	49.16%	SEIU	U7	A	1,449.24	-	1,449.24	614.50		3.22	110.87	OPRSRP	224.05	1.34	1.92	2,405.13
415.40	Deputy Clerk I	Carrie Dexter	F	49.17%	SEIU	U7	A	1,449.53	-	1,449.53	614.63		3.22	110.89	OPRSRP	224.10	1.34	1.92	2,405.62
<i>Planning</i>																			
419.10	Director of County Operations	Julie Schmelzer	F	7.14%		E17	D.5	515.72	-	515.72	89.25		0.47	39.45	OPSRP	79.73	4.54	0.30	729.46
419.10	Planning Director	Becky Crockett	F	100%		E13	E	5,926.00	-	5,926.00	1,250.00		4.20	453.34	PERS	1,544.32	52.17	4.16	9,234.19
419.10	Code Enforcement Officer	Dave Fortman	F	25%		N9	C	1,027.25	-	1,027.25	312.50		1.64	78.58	OPSRP	158.81	1.75	1.04	1,581.58
419.10	Administrative Assistant	Penny Hudgens	F	50%		U8	B	1,820.50	91.03	1,911.53	625.00		3.28	146.23	OPSRP	295.52	1.76	1.04	2,984.36
419.10	Planner	Nancy O'Dwyer	F	100%	SEIU	U7	E.5	3,919.00	-	3,919.00	1,250.00		6.55	299.80	OPSRP	605.88	3.62	3.90	6,088.75
<i>Surveyor</i>																			







**CURRY COUNTY MASTER PAYROLL  
FISCAL YEAR 2019-20**

Exhibit A

Dept	Position	Name	Status	%	Union	Range	Step	Salary/ Hourly	Longevity	Total Gross	Health Insurance	HRA	Life Insurance	FICA	PERS Category	County Portion	Workers' Comp	WC Tax Ben Fund	Total Cost
431.00	Temporary Flagger	open position	IRR					15.00		1,300.00				99.45			57.69	2.08	1,459.22
431.00	Temporary Flagger	open position	IRR					15.00		1,300.00				99.45			57.69	2.08	1,459.22
431.00	Temporary Flagger	open position	IRR					15.00		1,300.00				99.45			57.69	2.08	1,459.22
<b><u>LAW LIBRARY FUND - 1.26</u></b>																			
412.50	Office Manager	Stacy De Longe	F	18%		E9	C.5	757.80	10.57	768.37	225.00		0.76	58.78	OPSRP	118.79	0.71	0.75	1,173.15
<b><u>ECONOMIC DEVELOPMENT FUND - 1.27</u></b>																			
465.20	Director of County Operations	Julie Schmelzer	F	7.14%		E17	D.5	515.72	-	515.72	89.25		0.47	39.45	OPSRP	79.73	4.54	0.30	729.46
465.20	Economic Development Coordinator	Summer Matteson	F	100%		N11	B	4,531.00		4,531.00	1,250.00		4.20	346.62	OPSRP	700.49	39.89	4.16	6,876.37
<b><u>SHERIFF'S RESERVE FUND - 1.28</u></b>																			
<i>Search and Rescue</i>																			
421.21	County Sheriff	John Ward	EO	10%		EO		759.45		759.45	120.00		0.87	58.10	PERS	-	14.40	0.42	953.23
421.21	Captain	Phil McDonald	F	25%		LE15	E	1,857.00	-	1,857.00	312.50	-	2.16	142.06	PERS	-	35.20	1.04	2,349.97
421.21	Sergeant II	Ted Heath	F	15%	TMSTR	S18	F	972.15	-	972.15	195.00	7.50	1.30	74.37	PERS	-	18.43	0.62	1,269.37
<i>Marine Patrol</i>																			
421.23	Sergeant II	Ted Heath	F	25%	TMSTR	S18	F	1,620.25	-	1,620.25	325.00	12.50	2.16	123.95	PERS	-	30.83	1.04	2,115.73
421.23	Marine Deputy III	Walter Scherbarth	F	100%	TMSTR	S3	F	5,448.00	204.21	5,652.21	1,300.00	50.00	8.65	432.39	PERS	1,472.97	107.55	4.16	9,027.93
<i>Forest Patrol</i>																			
421.24	Sergeant II	Ted Heath	F	17%	TMSTR	S18	F	1,101.77	-	1,101.77	221.00	8.50	1.47	84.29	PERS	-	20.89	0.71	1,438.62
421.24	Forest Patrol Deputy	Jared Gray	F	100%	TMSTR	S2	F	5,190.00	102.10	5,292.10	1,300.00	50.00	8.65	404.85	OPSRP	1,063.18	100.32	4.16	8,223.26
<i>Adult Parole and Probation</i>																			
423.50	County Sheriff	John Ward	EO	10%		EO		759.45		759.45	120.00		0.87	58.10	PERS	-	14.40	0.42	953.23
423.50	Captain	Phil McDonald	F	15%		LE15	E	1,114.20	-	1,114.20	187.50	-	1.30	85.24	PERS	-	21.12	0.62	1,409.98
423.50	Lieutenant	David Denney	F	100%	TMSTR	LE13	F	6,936.00	142.94	7,078.94	1,250.00	-	6.30	541.54	PERS	1,844.77	134.20	4.16	10,859.91
423.50	P & P Officer/Admin Asst	Vicki Scott	F	100%	TMSTR	S16	F	5,625.00	102.10	5,727.10	1,300.00	50.00	6.30	438.12	OPSRP	1,492.48	108.57	4.16	9,126.73
423.50	Adult Parole & Probation Officer III	Mike Lang	F	100%	TMSTR	S26	F	5,513.00	142.94	5,655.94	1,300.00	50.00	6.30	432.68	PERS	1,473.94	107.22	4.16	9,030.24
423.50	Adult Parole & Probation Officer I	Dona Dotson	F	100%	TMSTR	S24	F	5,001.00	61.26	5,062.26	1,300.00	50.00	6.30	387.26	PERS	1,319.22	95.97	4.16	8,225.17
<b><u>COUNTY PARKS FUND - 1.40</u></b>																			
452.50	Director of County Operations	Julie Schmelzer	F	7.14%		E17	D.5	515.72	-	515.72	89.25		0.47	39.45	OPSRP	79.73	4.54	0.30	729.46
452.50	Parks Director/Comm Service Coord	Josh Hopkins	F	100%		N11	B	4,531.00	-	4,531.00	1,250.00		4.20	346.62	OPSRP	700.49	85.89	4.16	6,922.37
423.60	Summer Work Crew	Taylor Mather	IRR					14.00		606.67	-			46.41		-	13.27	0.80	667.14
423.60	Summer Work Crew	Brandon Seuser-Smith	IRR					11.00		476.67	-			36.47		-	10.42	0.80	524.36
<b><u>COUNTY FAIR FUND - 2.14</u></b>																			
<i>Administration</i>																			
451.40	Event Center Manager	Nikki Sparks	IRR	50%				20.00		866.67				66.30	OPSRP	133.99	14.95	1.04	1,082.95
451.40	Office Assistant	Linda Ash	IRR	100%				12.00		1,040.00				79.56	OPSRP	160.78	0.96	2.08	1,283.38
451.40	Maintenance Supervisor	Gary Vila	IRR	58%				15.00		754.00				57.68	OPSRP	116.57	0.70	1.21	930.15
451.40	Maintenance	Michael Williams	IRR	46%				11.00		953.33				72.93	OPSRP	147.39	16.45	0.96	1,191.05
451.40	Maintenance	Charles Melton	IRR	46%				11.00		953.33				72.93	OPSRP	147.39	16.45	0.96	1,192.05
<i>Fair Operations</i>																			
451.41	Event Center Manager	Nikki Sparks	IRR	50%				20.00		866.67				66.30	OPSRP	133.99	14.95	1.04	1,082.95

**CURRY COUNTY MASTER PAYROLL  
FISCAL YEAR 2019-20**

Exhibit A

Dept	Position	Name	Status	%	Union	Range	Step	Salary/ Hourly	Longevity	Total Gross	Health Insurance	HRA	Life Insurance	FICA	PERS Category	County Portion	Workers' Comp	WC Tax Ben Fund	Total Cost
451.41	Maintenance Supervisor	Gary Vila	IRR	42%				15.00		546.00				41.77	OPSRP	84.41	0.50	0.87	673.56
451.41	Maintenance	Michael Williams	IRR	54%				11.00		953.33				72.93	OPSRP	147.39	16.45	1.12	1,191.22
451.41	Maintenance	Charles Melton	IRR	54%				11.00		953.33				72.93	OPSRP	147.39	16.45	1.12	1,192.22
451.41	Fair Promotion	Bill Schlichting	IRR	100%				12.00		800.00				61.20	OPSRP	123.68	0.74	1.60	987.22
<b><u>PUBLIC SERVICES FUND - 2.17</u></b>																			
<i>Building</i>																			
424.20	Director of County Operations	Julie Schmelzer	F	7.15%		E17	D.5	516.44	-	516.44	89.38		0.47	39.51	OPSRP	79.84	4.55	0.30	730.48
424.20	Building Official	Marc Bangma	F	100%		N11	C	4,757.00	-	4,757.00	1,250.00		6.55	363.91	OPSRP	735.43	41.88	4.16	7,158.93
424.20	Code Enforcement Officer	Dave Fortman	F	25%		N9	C	1,027.25		1,027.25	312.50		1.64	78.58	OPSRP	158.81	1.75	1.04	1,581.58
424.20	Administrative Assistant	Shellie Creighton	F	100%		U8	B	3,641.00	-	3,641.00	1,250.00		4.20	278.54	OPSRP	562.90	3.36	3.90	5,743.90
424.20	Administrative Assistant	Penny Hudgens	F	50%		U8	B	1,820.50	91.03	1,911.53	625.00		3.28	146.23	OPSRP	295.52	1.76	1.04	2,984.36
424.20	Plumbing Inspector	Hank Eckardt	IRR					50.00		500.00	-		-	38.25		-	4.40	0.24	542.89
424.20	Building Inspector IV	Dave Bassett	IRR					35.00		116.67	-		-	8.93		-	1.03	0.08	126.70
424.20	Plans Checker	Dan Sigvartsen	IRR					43.00		430.00	-		-	32.90	OPSRP	66.48	3.79	0.24	533.40
<b><u>PUBLIC HEALTH - 2.19</u></b>																			
441.31	Code Enforcement Officer	Dave Fortman	F	25%		N9	C	1,027.25		1,027.25	312.50		1.64	78.58	OPSRP	158.81	1.75	1.04	1,581.58
441.31	Administrative Assistant	Karin Larsen		1.00	100%	N8	C.5	3,819.00	-	3,819.00	1,250.00		6.55	292.15	OPSRP	590.42	3.52	4.16	5,965.81
441.31	Public Health Administrator	Ben Cannon (.25 FTE)		0.25				1,562.50		1,562.50							1.44	1.04	1,564.98
<b><u>ADMINISTRATIVE SERVICES FUND - 2.20</u></b>																			
<i>Commissioners' Office</i>																			
400.00	Commissioner	Court Boice	EO	100%				5,705.25		5,705.25	1,200.00		6.55	436.45	OPSRP	882.03	9.72	3.90	8,243.91
400.00	Commissioner	Sue Gold	EO	100%				5,705.25		5,705.25	1,200.00		2.75	436.45	OPSRP	-	9.72	3.90	7,358.07
400.00	Commissioner	Christopher Paasch	EO	100%				5,705.25		5,705.25	1,200.00		6.55	436.45	OPSRP	-	9.72	3.90	7,361.87
<i>BOC Office</i>																			
411.10	Director of County Operations	Julie Schmelzer	F	50%		E17	D.5	3,611.50	-	3,611.50	625.00		3.28	276.28	OPSRP	558.34	31.80	2.08	5,108.27
411.10	Administrative Assistant	John Jezuit	F	100%		N8	A	3,380.00	-	3,380.00	1,250.00		6.55	258.57	OPSRP	522.55	3.12	4.16	5,424.95
<i>Accounting</i>																			
415.12	County Accountant	Louise Kallstrom	F	100%		E13	F	6,223.00	-	6,223.00	1,250.00		6.55	476.06	PERS	1,621.71	5.74	4.16	9,587.23
415.12	Sr. Accounting Clerk	Cena Crook	F	100%	SEIU	U8	B	3,413.00	85.34	3,498.34	1,250.00		4.20	267.62	OPSRP	540.84	3.23	3.90	5,568.14
<i>County Counsel</i>																			
415.30	County Legal Counsel	John Huttli	F	86%		E17	F	6,682.20	-	6,682.20	1,075.00		3.61	511.19	PERS	1,741.38	6.17	3.58	10,023.13
415.30	Legal Assistant	Brenda Starbird	F	100%		N8	E.5	4,210.00	53.22	4,263.22	1,250.00		6.55	326.14	PERS	1,111.00	3.93	4.16	6,965.00
<i>Payroll and Personnel</i>																			
412.50	Payroll & Personnel Coordinator	Julie Swift	F	100%		N9	F	4,460.00	183.43	4,643.43	1,250.00		6.55	355.22	PERS	1,210.08	4.29	3.90	7,473.47
<i>Occupancy - Central</i>																			
419.41	Facilities Director	Eric Hanson	F	50%		E11	A	2,157.00	51.05	2,208.05	625.00		3.28	168.92	OPSRP	341.36	45.62	2.08	3,394.31
419.41	Facilities Maintenance Worker	Tad Ringulet	F	15%	SEIU	U6	B.5	460.80	6.74	467.54	187.50		0.98	35.77	OPSRP	72.28	9.66	0.62	774.36
419.41	Custodian	Terry Williams		.70 FTE	100%	SEIU	U5	1,903.30		1,903.30	875.00		6.55	145.60	OPSRP	294.25	39.32	2.91	3,266.94

**CURRY COUNTY MASTER PAYROLL  
FISCAL YEAR 2019-20**

Dept	Position	Name	Status	%	Union	Range	Step	Salary/ Hourly	Longevity	Total Gross	Health Insurance	HRA	Life Insurance	FICA	PERS Category	County Portion	Workers' Comp	WC Tax Ben Fund	Total Cost
<b><u>BUILDING REPAIR AND CONSTRUCTION PROJECTS FUND - 2.33</u></b>																			
419.40	Facilities Director	Eric Hanson	F	50%		E11	A	2,157.00	51.05	2,208.05	625.00		3.28	168.92	OPSRP	341.36	45.62	2.08	3,394.31
419.40	Facilities Maintenance Worker	Tad Ringulet	F	35%	SEIU	U6	B.5	1,075.20	15.74	1,090.94	437.50		2.29	83.46	OPSRP	168.66	22.54	1.46	1,806.84
419.40	Facilities Maintenance Worker	open position	F	100%	SEIU	U6	A.5	2,925.00	-	2,925.00	1,250.00		6.55	223.76	OPSRP	452.21	60.43	4.16	4,922.11

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 3 - SEIU

Exhibit C

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	1,996	23,951	12.2824	18.4237
	2,046	24,549	12.5895	18.8842
B	2,096	25,149	12.8967	19.3451
	2,148	25,775	13.2178	19.8267
C	2,202	26,427	13.5525	20.3288
	2,257	27,081	13.8878	20.8317
D	2,311	27,734	14.2223	21.3335
	2,370	28,442	14.5854	21.8781
E	2,427	29,122	14.9343	22.4014
	2,488	29,857	15.3114	22.9670
F	2,549	30,592	15.6881	23.5322

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	31.44	377.23
10-15 YEARS - 2.5%	52.39	628.72
15-20 YEARS - 3.5%	73.35	880.20
20+ YEARS - 5.0%	104.79	1,257.43

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 4 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,098	25,176	12.9105	19.3658
	2,150	25,802	13.2316	19.8474
B	2,202	26,427	13.5525	20.3288
	2,257	27,081	13.8878	20.8317
C	2,311	27,738	14.2244	21.3366
	2,370	28,442	14.5854	21.8781
D	2,427	29,122	14.9343	22.4014
	2,488	29,857	15.3114	22.9670
E	2,549	30,592	15.6881	23.5322
	2,613	31,354	16.0789	24.1184
F	2,676	32,116	16.4698	24.7047

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	33.03	396.41
10-15 YEARS - 2.5%	55.06	660.69
15-20 YEARS - 3.5%	77.08	924.96
20+ YEARS - 5.0%	110.11	1,321.37

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 5 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,427	29,122	14.9343	22.4014
	2,488	29,857	15.3114	22.9670
B	2,549	30,592	15.6881	23.5322
	2,613	31,354	16.0789	24.1184
C	2,676	32,116	16.4698	24.7047
	2,742	32,905	16.8745	25.3117
D	2,810	33,722	17.2934	25.9401
	2,880	34,565	17.7258	26.5887
E	2,948	35,382	18.1445	27.2167
	3,023	36,280	18.6052	27.9078
F	3,096	37,151	19.0519	28.5779

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	38.24	458.88
10-15 YEARS - 2.5%	63.73	764.80
15-20 YEARS - 3.5%	89.23	1,070.72
20+ YEARS - 5.0%	127.47	1,529.59



2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 6 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,676	32,116	16.4698	24.7047
	2,742	32,905	16.8745	25.3117
B	2,810	33,722	17.2934	25.9401
	2,880	34,565	17.7258	26.5887
C	2,948	35,382	18.1445	27.2167
	3,023	36,280	18.6052	27.9078
D	3,096	37,151	19.0519	28.5779
	3,175	38,104	19.5403	29.3105
E	3,252	39,029	20.0151	30.0226
	3,334	40,009	20.5174	30.7761
F	3,413	40,961	21.0058	31.5087

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	42.15	505.83
10-15 YEARS - 2.5%	70.25	843.05
15-20 YEARS - 3.5%	98.36	1,180.27
20+ YEARS - 5.0%	140.51	1,686.11

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 7 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,948	35,382	18.1445	27.2167
	3,023	36,280	18.6052	27.9078
B	3,096	37,151	19.0519	28.5779
	3,175	38,104	19.5403	29.3105
C	3,252	39,029	20.0151	30.0226
	3,334	40,009	20.5174	30.7761
D	3,413	40,961	21.0058	31.5087
	3,500	41,996	21.5363	32.3044
E	3,586	43,030	22.0667	33.1001
	3,674	44,092	22.6111	33.9166
F	3,765	45,180	23.1692	34.7538

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	46.44	557.27
10-15 YEARS - 2.5%	77.40	928.78
15-20-YEARS - 3.5%	108.36	1,300.29
20+ YEARS - 5.0%	154.80	1,857.56

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 8 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,252	39,029	20.0151	30.0226
	3,334	40,009	20.5174	30.7761
B	3,413	40,961	21.0058	31.5087
	3,500	41,996	21.5363	32.3044
C	3,586	43,030	22.0667	33.1001
	3,674	44,092	22.6111	33.9166
D	3,765	45,180	23.1692	34.7538
	3,858	46,296	23.7415	35.6123
E	3,953	47,439	24.3277	36.4915
	4,051	48,609	24.9276	37.3915
F	4,151	49,807	25.5420	38.3131

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	51.20	614.42
10-15 YEARS - 2.5%	85.34	1,024.03
15-20 YEARS - 3.5%	119.47	1,433.65
20+ YEARS - 5.0%	170.67	2,048.07

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 9 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,586	43,030	22.0667	33.1001
	3,674	44,092	22.6111	33.9166
B	3,765	45,180	23.1692	34.7538
	3,858	46,296	23.7415	35.6123
C	3,953	47,439	24.3277	36.4915
	4,051	48,609	24.9276	37.3915
D	4,151	49,807	25.5420	38.3131
	4,255	51,059	26.1839	39.2759
E	4,359	52,311	26.8262	40.2394
	4,468	53,618	27.4962	41.2442
F	4,577	54,924	28.1660	42.2490

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	56.48	677.70
10-15 YEARS - 2.5%	94.13	1,129.50
15-20 YEARS - 3.5%	131.78	1,581.30
20+ YEARS - 5.0%	188.25	2,259.00

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 10 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,953	47,439	24.3277	36.4915
	4,051	48,609	24.9276	37.3915
B	4,151	49,807	25.5420	38.3131
	4,255	51,059	26.1839	39.2759
C	4,359	52,311	26.8262	40.2394
	4,468	53,618	27.4962	41.2442
D	4,577	54,924	28.1660	42.2490
	4,690	56,285	28.8640	43.2960
E	4,804	57,645	29.5616	44.3424
	4,924	59,088	30.3014	45.4520
F	5,044	60,530	31.0412	46.5618

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 11 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,151	49,807	25.5420	38.3131
	4,255	51,059	26.1839	39.2759
B	4,359	52,311	26.8262	40.2394
	4,468	53,618	27.4962	41.2442
C	4,577	54,924	28.1660	42.2490
	4,690	56,285	28.8640	43.2960
D	4,804	57,645	29.5616	44.3424
	4,924	59,088	30.3014	45.4520
E	5,044	60,530	31.0412	46.5618
	5,169	62,028	31.8090	47.7135
F	5,296	63,552	32.5905	48.8858

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE 12 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,423	53,073	27.2168	40.8252
	4,532	54,380	27.8869	41.8304
B	4,643	55,713	28.5708	42.8561
	4,758	57,101	29.2826	43.9239
C	4,874	58,489	29.9944	44.9916
	4,997	59,959	30.7482	46.1223
D	5,119	61,429	31.5019	47.2529
	5,246	62,952	32.2833	48.4249
E	5,375	64,504	33.0791	49.6186
	5,509	66,110	33.9027	50.8540
F	5,643	67,715	34.7257	52.0886

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE C-6 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,098	37,179	19.0659	28.5989
	3,178	38,131	19.5542	29.3314
B	3,255	39,056	20.0288	30.0431
	3,336	40,036	20.5311	30.7966
C	3,418	41,016	21.0337	31.5506
	3,502	42,023	21.5503	32.3254
D	3,588	43,057	22.0805	33.1208
	3,677	44,118	22.6248	33.9372
E	3,767	45,207	23.1832	34.7749
	3,860	46,323	23.7554	35.6331
F	3,956	47,466	24.3417	36.5125

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	48.82	585.84
10-15 YEARS - 2.5%	81.37	976.40
15-20 YEARS - 3.5%	113.91	1,366.96
20+ YEARS - 5.0%	162.73	1,952.80



2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE C-7 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,588	43,057	22.0805	33.1208
	3,677	44,118	22.6248	33.9372
B	3,767	45,207	23.1832	34.7749
	3,860	46,323	23.7554	35.6331
C	3,956	47,466	24.3417	36.5125
	4,053	48,637	24.9420	37.4129
D	4,153	49,834	25.5561	38.3341
	4,257	51,086	26.1982	39.2972
E	4,359	52,311	26.8262	40.2394
	4,468	53,618	27.4962	41.2442
F	4,579	54,951	28.1799	42.2698

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	56.51	678.11
10-15 YEARS - 2.5%	94.18	1,130.18
15-20 YEARS - 3.5%	131.85	1,582.26
20+ YEARS - 5.0%	188.36	2,260.37

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE C-8 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,767	45,207	23.1832	34.7749
	3,860	46,323	23.7554	35.6331
B	3,956	47,466	24.3417	36.5125
	4,053	48,637	24.9420	37.4129
C	4,153	49,834	25.5561	38.3341
	4,257	51,086	26.1982	39.2972
D	4,359	52,311	26.8262	40.2394
	4,468	53,618	27.4962	41.2442
E	4,579	54,951	28.1799	42.2698
	4,695	56,339	28.8918	43.3377
F	4,808	57,698	29.5895	44.3843

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	59.33	711.99
10-15 YEARS - 2.5%	98.89	1,186.66
15-20 YEARS - 3.5%	138.44	1,661.32
20+ YEARS - 5.0%	197.78	2,373.31

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 37.5 HOUR WEEK  
 RANGE C-9 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE
A	4,400	52,801	27.0773
	4,509	54,107	27.7472
B	4,620	55,441	28.4313
	4,736	56,829	29.1429
C	4,851	58,217	29.8548
	4,972	59,660	30.5947
D	5,094	61,129	31.3484
	5,221	62,653	32.1299
E	5,348	64,177	32.9115
	5,482	65,784	33.7352
F	5,616	67,389	34.5586

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	61.26	735.14
10-15- YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 3 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,129	25,547	12.2824	18.4237
	2,182	26,186	12.5895	18.8842
B	2,235	26,825	12.8967	19.3451
	2,291	27,493	13.2178	19.8267
C	2,349	28,189	13.5525	20.3288
	2,407	28,887	13.8878	20.8317
D	2,465	29,582	14.2223	21.3335
	2,528	30,338	14.5854	21.8781
E	2,589	31,063	14.9343	22.4014
	2,654	31,848	15.3114	22.9670
F	2,719	32,631	15.6881	23.5322

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	33.53	402.38
10-15 YEARS - 2.5%	55.89	670.63
15-20 YEARS - 3.5%	78.24	938.88
20+ YEARS - 5.0%	111.77	1,341.26

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 4 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,238	26,854	12.9105	19.3658
	2,293	27,522	13.2316	19.8474
B	2,349	28,189	13.5525	20.3288
	2,407	28,887	13.8878	20.8317
C	2,466	29,587	14.2244	21.3366
	2,528	30,338	14.5854	21.8781
D	2,589	31,063	14.9343	22.4014
	2,654	31,848	15.3114	22.9670
E	2,719	32,631	15.6881	23.5322
	2,787	33,444	16.0789	24.1184
F	2,855	34,257	16.4698	24.7047

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	35.24	422.84
10-15 YEARS - 2.5%	58.73	704.73
15-20 YEARS - 3.5%	82.22	986.62
20+ YEARS - 5.0%	117.46	1,409.46

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 5 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,589	31,063	14.9343	22.4014
	2,654	31,848	15.3114	22.9670
B	2,719	32,631	15.6881	23.5322
	2,787	33,444	16.0789	24.1184
C	2,855	34,257	16.4698	24.7047
	2,925	35,099	16.8745	25.3117
D	2,998	35,970	17.2934	25.9401
	3,072	36,870	17.7258	26.5887
E	3,145	37,741	18.1445	27.2167
	3,225	38,699	18.6052	27.9078
F	3,302	39,628	19.0519	28.5779

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	40.79	489.47
10-15 YEARS - 2.5%	67.98	815.78
15-20 YEARS - 3.5%	95.17	1,142.10
20+ YEARS - 5.0%	135.96	1,631.57

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 6 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	2,855	34,257	16.4698	24.7047
	2,925	35,099	16.8745	25.3117
B	2,998	35,970	17.2934	25.9401
	3,072	36,870	17.7258	26.5887
C	3,145	37,741	18.1445	27.2167
	3,225	38,699	18.6052	27.9078
D	3,302	39,628	19.0519	28.5779
	3,387	40,644	19.5403	29.3105
E	3,469	41,631	20.0151	30.0226
	3,556	42,676	20.5174	30.7761
F	3,641	43,692	21.0058	31.5087

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	44.96	539.55
10-15 YEARS - 2.5%	74.94	899.26
15-20 YEARS - 3.5%	104.91	1,258.96
20+ YEARS - 5.0%	149.88	1,798.51

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 7 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,145	37,741	18.1445	27.2167
	3,225	38,699	18.6052	27.9078
B	3,302	39,628	19.0519	28.5779
	3,387	40,644	19.5403	29.3105
C	3,469	41,631	20.0151	30.0226
	3,556	42,676	20.5174	30.7761
D	3,641	43,692	21.0058	31.5087
	3,733	44,795	21.5363	32.3044
E	3,825	45,899	22.0667	33.1001
	3,919	47,031	22.6111	33.9166
F	4,016	48,192	23.1692	34.7538

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	49.53	594.42
10-15 YEARS - 2.5%	82.56	990.70
15-20 YEARS - 3.5%	115.58	1,386.98
20+ YEARS - 5.0%	165.12	1,981.40



2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 8 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,469	41,631	20.0151	30.0226
	3,556	42,676	20.5174	30.7761
B	3,641	43,692	21.0058	31.5087
	3,733	44,795	21.5363	32.3044
C	3,825	45,899	22.0667	33.1001
	3,919	47,031	22.6111	33.9166
D	4,016	48,192	23.1692	34.7538
	4,115	49,382	23.7415	35.6123
E	4,217	50,602	24.3277	36.4915
	4,321	51,850	24.9276	37.3915
F	4,427	53,127	25.5420	38.3131

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	54.62	655.38
10-15 YEARS - 2.5%	91.03	1,092.30
15-20 YEARS - 3.5%	127.44	1,529.22
20+ YEARS - 5.0%	182.05	2,184.61

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 9 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,825	45,899	22.0667	33.1001
	3,919	47,031	22.6111	33.9166
B	4,016	48,192	23.1692	34.7538
	4,115	49,382	23.7415	35.6123
C	4,217	50,602	24.3277	36.4915
	4,321	51,850	24.9276	37.3915
D	4,427	53,127	25.5420	38.3131
	4,539	54,463	26.1839	39.2759
E	4,650	55,799	26.8262	40.2394
	4,766	57,192	27.4962	41.2442
F	4,882	58,585	28.1660	42.2490

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 10 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,217	50,602	24.3277	36.4915
	4,321	51,850	24.9276	37.3915
B	4,427	53,127	25.5420	38.3131
	4,539	54,463	26.1839	39.2759
C	4,650	55,799	26.8262	40.2394
	4,766	57,192	27.4962	41.2442
D	4,882	58,585	28.1660	42.2490
	5,003	60,037	28.8640	43.2960
E	5,124	61,488	29.5616	44.3424
	5,252	63,027	30.3014	45.4520
F	5,380	64,566	31.0412	46.5618

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 11 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,427	53,127	25.5420	38.3131
	4,539	54,463	26.1839	39.2759
B	4,650	55,799	26.8262	40.2394
	4,766	57,192	27.4962	41.2442
C	4,882	58,585	28.1660	42.2490
	5,003	60,037	28.8640	43.2960
D	5,124	61,488	29.5616	44.3424
	5,252	63,027	30.3014	45.4520
E	5,380	64,566	31.0412	46.5618
	5,514	66,163	31.8090	47.7135
F	5,649	67,788	32.5905	48.8858

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE 12 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,718	56,611	27.2168	40.8252
	4,834	58,005	27.8869	41.8304
B	4,952	59,427	28.5708	42.8561
	5,076	60,908	29.2826	43.9239
C	5,199	62,388	29.9944	44.9916
	5,330	63,956	30.7482	46.1223
D	5,460	65,524	31.5019	47.2529
	5,596	67,149	32.2833	48.4249
E	5,734	68,804	33.0791	49.6186
	5,876	70,518	33.9027	50.8540
F	6,019	72,230	34.7257	52.0886

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEARS - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE C-6 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,305	39,657	19.0659	28.5989
	3,389	40,673	19.5542	29.3314
B	3,472	41,660	20.0288	30.0431
	3,559	42,705	20.5311	30.7966
C	3,646	43,750	21.0337	31.5506
	3,735	44,825	21.5503	32.3254
D	3,827	45,927	22.0805	33.1208
	3,922	47,060	22.6248	33.9372
E	4,018	48,221	23.1832	34.7749
	4,118	49,411	23.7554	35.6331
F	4,219	50,631	24.3417	36.5125

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	52.07	624.90
10-15 YEARS - 2.5%	86.79	1,041.50
15-20 YEARS - 3.5%	121.51	1,458.09
20+ YEARS - 5.0%	173.58	2,082.99

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE C-7 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	3,827	45,927	22.0805	33.1208
	3,922	47,060	22.6248	33.9372
B	4,018	48,221	23.1832	34.7749
	4,118	49,411	23.7554	35.6331
C	4,219	50,631	24.3417	36.5125
	4,323	51,879	24.9420	37.4129
D	4,430	53,157	25.5561	38.3341
	4,541	54,492	26.1982	39.2972
E	4,650	55,799	26.8262	40.2394
	4,766	57,192	27.4962	41.2442
F	4,885	58,614	28.1799	42.2698

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE C-8 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE	O/T RATE
A	4,018	48,221	23.1832	34.7749
	4,118	49,411	23.7554	35.6331
B	4,219	50,631	24.3417	36.5125
	4,323	51,879	24.9420	37.4129
C	4,430	53,157	25.5561	38.3341
	4,541	54,492	26.1982	39.2972
D	4,650	55,799	26.8262	40.2394
	4,766	57,192	27.4962	41.2442
E	4,885	58,614	28.1799	42.2698
	5,008	60,095	28.8918	43.3377
F	5,129	61,545	29.5895	44.3843

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	61.26	735.14
10-15 YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47



2019 - 2020 CURRY COUNTY  
 SALARY CONVERSION TABLE  
 40 HOUR WEEK  
 RANGE C-9 - SEIU

STEP	MONTHLY RATE	ANNUAL SALARY	HOURLY RATE
A	4,693	56,321	27.0773
	4,810	57,714	27.7472
B	4,928	59,137	28.4313
	5,051	60,617	29.1429
C	5,175	62,098	29.8548
	5,303	63,637	30.5947
D	5,434	65,205	31.3484
	5,569	66,830	32.1299
E	5,705	68,456	32.9115
	5,847	70,169	33.7352
F	5,990	71,882	34.5586

<u>LONGEVITY</u>	<u>MONTHLY</u>	<u>ANNUAL</u>
5-10 YEAR - 1.5%	61.26	735.14
10-15- YEARS - 2.5%	102.10	1,225.24
15-20 YEARS - 3.5%	142.94	1,715.33
20+ YEARS - 5.0%	204.21	2,450.47

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Renewal of Payroll Deduction agreement for AirMedCare (Cal-Ore Life Flight) –Signature authority to the Chair

**AGENDA DATE:** 3/18/20    **DEPARTMENT:** P/R and HR    **TIME NEEDED:** 5 min

**RECOMMENDED AGENDA CATEGORY** **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON:** Julie Swift    **TODAY'S DATE:** 3/12/20

**BRIEF BACKGROUND:** This is a payroll deduction program and no cost to the County.

**FILES ATTACHED:**

- (1) Agreement
- (2)
- (3)
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required    OR
- File with County Clerk    Name:
- Send Printed Copy to:    Address:
- Email a Digital Copy to:    City/State/Zip:
- Other Phone: Return original to Julie Swift

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**AirMedCare Network Membership for Payroll Deduct Only  
For Curry County Employees**

**Organization:** Curry County Employees  
**Physical Address:** 94235 Moore St. Suite 124  
 Gold Beach, OR 97444

**Contact:** Julie Swift  
**Phone:** 541-247-3233  
**Email:** [swiftj@co.curry.or.us](mailto:swiftj@co.curry.or.us)  
**County:** Curry

**Membership Sales Manager/Base:** Jennifer Hart/CO

**Participants:**

- The Organization is collecting by payroll deduction the fees shown below from the individuals (Participants) listed on a Participant List (to be provided after Participants complete individual membership applications) and remitting such fees to AirMedCare Network so the Participants can be members of the AirMedCare Network, an alliance of affiliated air ambulance providers \*(each a "Company") as provided in this Agreement.
  - A Participant must be actively affiliated with the Organization (as a member, director, officer, employee or similar relationship) as indicated on the Participant List when the fee for such Participant is paid.
  - Each Participant must submit a completed membership application to AirMedCare Network.
- For annual payment plans, the Organization may later add a Participant by providing AirMedCare Network with the following for the new Participant: (a) a completed application and (b) a pro-rated payment based on the number of months remaining under this Agreement.
- For monthly payment plans, the current Participant List must be submitted with each monthly payment to ensure proper application of the fees.

**Fees and Payment:**

No. of Participants in Initial Group	<u>Rates</u>		<u>Total</u>
_____	1 Year Membership Participant(s)	\$ 65.00	\$ -
_____	3 Year Membership Participant(s)	\$ 185.00	\$ -
_____	5 Year Membership Participant(s)	\$ 300.00	\$ -
_____	10 Year Membership Participant(s)	\$ 575.00	\$ -
	Total	\$ 3920.00	\$ -

*Total 4456.00 + 536.00 Fly-v-Home*

**General Provisions:**

- Participant memberships will be effective upon AirMedCare Network's receipt of (a) this Agreement signed by the Organization, (b) payment as provided above and (c) membership applications completed by the Participants. Memberships will automatically expire without notice (i) after one year for annual payment plans, and (ii) after one month for monthly payment plans; however, a 60 day grace period will apply if a membership renewal payment is received within such grace period. No refunds.
- AirMedCare Network agrees that Participant Lists and membership applications (a) will be used by AirMedCare Network only for the purpose of delivering AirMedCare Network services, (b) will be treated like any other AirMedCare Network confidential information and (c) will not be used, sold or shared with any third party inconsistent with this provision.
- This Agreement will automatically renew on its anniversary date (annually or monthly, as applicable), if (a) no termination notice has been sent by either party and (b) payment for the renewal period is received by AirMedCare Network before expiration of the grace period. Either party may terminate this Agreement at any time and for any reason with 30 days prior written notice to the other party, but termination will not affect issued memberships.



### Terms and Conditions

AirMedCare Network is an alliance of affiliated air ambulance providers\* (each a "Company"). An AirMedCare Network membership automatically enrolls you as a member in each Company's membership program. Membership ensures the patient will have no out-of-pocket flight expenses if flown by a Company by providing prepaid protection against a Company's air ambulance costs that are not covered by a member's insurance or other benefits or third party responsibility, subject to the following terms and conditions:

1. Patient transport will be to the closest appropriate medical facility for medical conditions that are deemed by AMCN Provider attending medical professionals to be life- or limb-threatening, or that could lead to permanent disability, and which require emergency air ambulance transport. A patient's medical condition, not membership status, will dictate whether or not air transportation is appropriate and required. Under all circumstances, an AMCN Provider retains the sole right and responsibility to determine whether or not a patient is flown.
2. AMCN Provider air ambulance services may not be available when requested due to factors beyond its control, such as use of the appropriate aircraft by another patient or other circumstances governed by operational requirements or restrictions including, but not limited to, equipment manufacturer limitations, governmental regulations, maintenance requirements, patient condition, age or size, or weather conditions. FAA restrictions prohibit most AMCN Provider aircraft from flying in inclement weather conditions. The primary determinant of whether to accept a flight is always the safety of the patient and medical flight crews. Emergent ground ambulance transport of a member by an AMCN Provider will be covered under the same terms and conditions.
3. Members who have insurance or other benefits, or third party responsibility claims, that cover the cost of ambulance services are financially liable for the cost of AMCN Provider services up to the limit of any such available coverage. In return for payment of the membership fee, the AMCN Provider will consider its air ambulance costs that are not covered by any insurance, benefits or third party responsibility available to the member to have been fully prepaid. The AMCN Provider reserves the right to bill directly any appropriate insurance, benefits provider or third party for services rendered, and members authorize their insurers, benefits providers and responsible third parties to pay any covered amounts directly to the AMCN Provider. Members agree to remit to the AMCN Provider any payment received from insurance or benefit providers or any third party for air medical services provided by the AMCN Provider, not to exceed regular charges. Neither the Company nor AirMedCare Network is an insurance company. Membership is not an insurance policy and cannot be considered as a secondary insurance coverage or a supplement to any insurance coverage. **Neither the Company nor AirMedCare Network will be responsible for payment for services provided by another ambulance service.**
4. Membership starts 15 days after the Company receives a complete application with full payment; however, the waiting period will be waived for unforeseen events occurring during such time. Members must be natural persons. Memberships are non-refundable and non-transferable.
5. Some state laws prohibit Medicaid beneficiaries from being offered membership or being accepted into membership programs. By applying, members certify to the Company that they are not Medicaid beneficiaries.
6. These terms and conditions supersede all previous terms and conditions between a member and the Company or AirMedCare Network, including any other writings, or verbal representations, relating to the terms and conditions of membership.

\*Air Evac EMS, Inc. / Guardian Flight, LLC / Med-Trans Corporation / REACH Air Medical Services, LLC -- These terms and conditions apply to all AirMedCare Network participating provider membership programs, regardless of which participating provider transports you.

Agreed to by:



Signature _____	Signature _____
Printed Name _____	<b>Keith Hovey</b> Printed Name _____
Title _____	<b>Vice President</b> Title _____
Organization Name _____	<b>Membership</b> Division _____
Date _____	Date _____

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Order Authorizing Deed of Brookings Head Start to Oregon Coast Community Alliance

**AGENDA DATE:** 03/18/2020 **DEPARTMENT:** Counsel **TIME NEEDED:** 5 min

**RECOMMENDED AGENDA CATEGORY** **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON:** J Huttl **TODAY'S DATE:** March 12, 2020

**BRIEF BACKGROUND:** This represents one of the final steps to complete the County's obligations under the grant to remodel the Brookings Head Start building. We are required to do this per the grant agreement and a co-ownership agreement between the County and ORCCA.

**FILES ATTACHED:**

- (1) Bargain and Sale Deed
- (2) Order

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk                      Name:
- Send Printed Copy to:                              Address:
- Email a Digital Copy to:                              City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**BARGAIN & SALE DEED**

**TAX STATEMENTS:**

Until a change is requested, all tax statements  
Shall be sent to the following address:

Grantee: Oregon Coast Community Action (ORCCA)  
1855 Thomas Ave.  
Coos Bay, Oregon 97420

**AFTER RECORDING, RETURN INSTRUMENT TO:**

Oregon Coast Community Action (ORCCA)  
1855 Thomas Ave.  
Coos Bay, Oregon 97420

---

Curry County, a Political Subdivision of the State of Oregon, hereinafter called Grantor, for the consideration herein stated, does hereby grant, bargain, sell and convey unto Oregon Coast Community Action (ORCCA), a private non-profit Organization – 501 (c)(3) hereinafter called Grantee, all of that certain real property situated in Curry County, State of Oregon, and described in Exhibit “A” that is attached hereto and incorporated by reference; free of encumbrances created or suffered by the grantor except as specifically set forth herein. The grantor warrants and will defend the title to the property against all persons who may lawfully claim the same by, through or under the grantor.

The true and actual consideration in dollars for this conveyance is \$0.00, and other good and valuable consideration included in Co-Ownership Agreement filed with the Curry County Clerk, #CJ:2015-01675. includes Grantees’ promise to use the deeded property for a Head Start Facility in compliance with the conditions of the Grant for the benefit of the people of Curry County utilizing Head Start and Early Head Start programs, and securing performance under the terms of the “Grant” for the five (5) year time period of the CDBG requirements with a performance lien to the County.

**REVERTER CLAUSE**

The deed is entered into for the purpose of securing the performance of the Grantor to maintain the premises as a Head Start Facility per CDBG agreement C14014 , for a period of five (5) years from the date of full execution of this deed and failure to do so shall be considered a major default hereunder and shall automatically revert back to Curry County.

**WARNING Required by ORS 93.040(1)**

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON  
TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON’S RIGHTS, IF ANY,

UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Curry County Board of Commissioners

By: \_\_\_\_\_  
Christopher Paasch, Chair

By: \_\_\_\_\_  
Court Boice, Vice Chair

By: \_\_\_\_\_  
Sue Gold, Commissioner

STATE OF OREGON     )  
                                  ) ss.  
County of Curry     )

This instrument was acknowledged before me on \_\_\_\_\_ by Christopher Paasch, Court Boice, and Sue Gold, Curry County Board of Commissioners.

\_\_\_\_\_  
Notary Public For Oregon  
My Commissioner Expires: \_\_\_\_\_



## EXHIBIT "A"

### Parcel I:

Lots One (1), Two (2) and Three (3) of Block Twenty-nine (29), in the City of Brookings, Oregon, as shown by the certain map entitled Plat No. 1, Brookings, Curry County Oregon, filed and approved December 1, 1920 DV: 1 Page: 5, Official Records of Town Plats, Curry County, Oregon, being a part of a tract of land conveyed to the United States of America by deed from Brookings Land and Townsite Company, recorded among the land records of Curry County on October 28, 1936 DV: 24 Pages: 100-101, Record of Deeds.

### Parcel II:

Lot Thirteen (13) and Lot Fourteen (14), Block Twenty-nine (29), Brookings Town Plat, filed December 1920, City of Brookings, County of Curry, and State of Oregon.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON

An Order Authorizing Bargain and            )  
Sale Deed transferring the Brookings        )  
Head Start property to Oregon Coast        )     ORDER NO. \_\_\_\_\_  
Community Alliance with reverter clause)

**WHEREAS**, the County was awarded Community Development Block Grant number C14014 through the State of Oregon Business Development Department; and

**WHEREAS**, as part of that Grant, the County was required to acquire property and remodel the Brookings Head Start building, then transfer the building and property to Oregon Coast Community Alliance; and

**WHEREAS**, The County has successfully acquired and remodeled the building, having obtained certificate of occupancy; and

**WHEREAS**, the County desires to transfer and ORCCA desires to receive the property, such transfer subject to reverter to County if ORCCA does not use it for grant-restricted activities for a period of five (5) years;

**NOW, THEREFORE, THE BOARD OF CURRY COUNTY COMMISSIONERS HEREBY ORDERS**

Bargain and Sale Deed transferring Brookings Head Start property to Oregon Coast Community Alliance; subject to reverter if not used for grant-restricted activities for a period of five (5) years.

**DATED** this            day of            , 2020.

**CURRY COUNTY BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Christopher Paasch, Chair

\_\_\_\_\_  
Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

Approved as to Form:

\_\_\_\_\_  
John Huttli  
Curry County Legal Counsel

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)  
Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Classification change of an employee – K. Wegner

AGENDA DATE: 3/18/20 DEPARTMENT: Assessor TIME NEEDED: 3 min

RECOMMENDED AGENDA CATEGORY **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

CONTACT PERSON: Julie Swift TODAY'S DATE: 3/16/20

**BRIEF BACKGROUND:** This would move Kiley Wegner from Commercial Property Appraiser to Appraiser Analyst II. There is no change in salary.

**FILES ATTACHED:**

- (1) Order
- (2) Job Description
- (3)
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk                      Name:
- Send Printed Copy to:                              Address:
- Email a Digital Copy to:                              City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON**

**IN THE MATTER OF CHANGING THE )  
EMPLOYMENT CLASSIFICATION )  
OF AN EMPLOYEE )**

**ORDER NO: \_\_\_\_\_**

**WHEREAS**, it is the recommendation of Jim Kolen, County Assessor, that Kiley Wegner, currently a Commercial Property Appraiser, Salary Range U9, Step A.5, at \$3674 per month, be reclassified to Appraiser/Analyst II, Salary Range U9, Step A.5, at \$3674 per month.

The job description for the new position is attached hereto and incorporated by reference.

**WHEREAS**, the Board of Commissioners of Curry County, a political subdivision of the State of Oregon, is in agreement with the above stated recommendation;

**NOW, THEREFORE, IT IS HEREBY ORDERED** that the above stated recommendation be in effect as of March 18, 2020.

Dated this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

CURRY COUNTY BOARD OF COMMISSIONERS

Approved as to form:

\_\_\_\_\_  
Christopher Paasch, Chair

\_\_\_\_\_  
John Hutt  
Curry County Legal Counsel

\_\_\_\_\_  
Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

**CURRY COUNTY  
JOB DESCRIPTION**

**JOB TITLE: Appraiser/Analyst II - Assessor's Office**

---

**EXEMPT:** No  
**SALARY LEVEL:** OPEU-9  
**DOT CODE:**  
**SUPERVISOR:** Deputy Assessor  
**PREPARED BY:** Assessor

**April 2000**

---

**POSITION SUMMARY:**

This position encompasses all the requirements of a Property Appraiser II, but is distinguished from that position in that the Appraiser Analyst II is responsible for the higher degree of appraisal analysis that is required for accomplishing computer-assisted appraisal, recalculations, and trending of property values. Additionally the Appraiser Analyst II is responsible for working with data processing and software vendors to accomplish proper coding of the computer for these stated tasks.

**DISTINGUISHING FEATURES:**

The Appraiser Analyst II works with considerable independence. The work performed requires knowledge of a complete and specialized departmental function. Employee is responsible for completing tasks at many phases of the departmental function. Completing work assignments will frequently require the interpretation of software manuals, Oregon Revised Statutes, Administrative Rules, policies, and procedures. This position is called upon to explain departmental policies and procedures to both the public and other employees. Work is performed under general supervision.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

EXAMPLES OF WORK: (Illustrative only)

Position may involve other duties which are not listed and may be assigned as required.

1. Gathers and evaluates sales and cost factor data to be used as indicators of current value for updates to computer assist appraisal program (CAAP).
2. Responsible for table and file maintenance in CAAP.
3. Researches and recommends changes in policies and procedures affecting assigned function. Performs special studies as assigned.

**JOB DESCRIPTION**  
**JOB TITLE: Appraiser/Analyst II - Page 2**

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** (cont.)

4. Summarizes information from various sources into either narrative or report format to respond to management inquiries. Plans layout of reports and statistical tables. Helps plan for annual CAAP recalculations.
5. Provides technical assistance and training to other appraisers on use of CAAP which includes answering questions and informing them of ways to improve their skills.
6. Performs necessary field work to appraise a wide variety of real and personal properties, including: urban; rural; commercial; farm and forest land properties. Includes inspecting exterior and interior (measuring, diagramming, photographing) and inspecting the land (noting easements, topography, view, location, zoning, utilities, size, shape, access and other pertinent information).
7. Prepares written and oral testimony representing Curry County at the Board of Property Tax Appeals, Magistrate, Department of Revenue and Tax Court Hearings.
8. Reviews the work of other appraisers for uniformity and equity.
9. Answers questions from the public.

**SUPERVISORY RESPONSIBILITIES:**

Assists with the training of Appraiser I and II positions.

**QUALIFICATION REQUIREMENTS:**

Requires full command of English composition, spelling, business formats and arithmetic. Must have knowledge of special practices, technicalities, and formats associated with assessor's office. Knowledge of reporting and data gathering techniques.

Ability to make decisions in accordance with established policies and to use initiative and judgment in carrying out responsibilities with minimal instruction and guidance; ability to investigate assigned problems, determining method of research as well as data and information requirements; ability to work harmoniously with other employees as required; ability to use tact and judgment in dealing with the public and officials from other agencies.

**JOB DESCRIPTION**  
**JOB TITLE: Appraiser/Analyst II - Page 3**

**QUALIFICATION REQUIREMENTS:** (cont.)

Considerable knowledge of appraisal methods and applications; recorded instruments such as deeds, mortgages and contracts; land mapping.

**EDUCATION AND/OR EXPERIENCE:**

Three years progressively responsible experience in property appraisal.

Graduation from a four year college or university with major course work in business administration, economics or related field; or from a two year program with a degree in property appraisal or real estate; or satisfactory equivalent combination of experience and training which demonstrates the ability to perform the work.

Experience with the use of personal computers and applicable software. Experience in use of technical systems software.

**SPECIAL REQUIREMENTS:**

Registration as a qualified appraiser by the Oregon State Civil Service commission under the provision of ORS 308.010. Possession of a valid Oregon Driver's License.

**PHYSICAL DEMANDS:**

Visual / hearing ability sufficient to comprehend written / verbal communication. Ability to lift heavy supplies or equipment. Extensive bending, standing, walking, or sitting may be required. Ability to deal effectively with stress. Ability to drive in adverse weather, occasionally for long distances, or at night. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

**WORK ENVIRONMENT:**

Mixed office and field work. Employee may encounter adverse weather, tobacco smoke, or animals during the process of conducting field work.

**This job description is not an employment agreement or contract. The Assessor has the exclusive right to alter this job description at any time.**

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)  
Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

PROPOSED AGENDA ITEM TITLE: Transfer of an employee – A. Pagano

AGENDA DATE: 3/18/20 DEPARTMENT: Assessor TIME NEEDED: 3 min

RECOMMENDED AGENDA CATEGORY **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

CONTACT PERSON: Julie Swift TODAY'S DATE: 3/16/20

**BRIEF BACKGROUND:** This would transfer Anthony Pagano to Commercial Property Appraiser from Chief Deputy Tax Collector. There is no change in salary.

**FILES ATTACHED:**

- (1) Order
- (2) Job Description
- (3)
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk                      Name:
- Send Printed Copy to:                              Address:
- Email a Digital Copy to:                              City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**



**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON**

**IN THE MATTER OF THE TRANSFER            )  
OF AN EMPLOYEE                                )**

**ORDER NO:\_\_\_\_\_**

**WHEREAS**, it is the recommendation of Jim Kolen, County Assessor, that Anthony Pagano, currently a Chief Deputy Tax Collector, working in the Assessor - Tax Office, Salary Range U7, Step E.5 at \$3674 per month, be transferred to the position of Commercial Property Appraiser in the Assessor's Office, at Salary Range U9, Step A.5, at \$3674 per month.

The job description for the new position is attached hereto and incorporated by reference.

**WHEREAS**, the Board of Commissioners of Curry County, a political subdivision of the State of Oregon, is in agreement with the above stated recommendation;

**NOW, THEREFORE, IT IS HEREBY ORDERED** that the above stated recommendation be in effect as of March 18, 2020 .

Dated this \_\_\_ day of \_\_\_\_\_, 2020.

CURRY COUNTY BOARD OF COMMISSIONERS

Approved as to form:

\_\_\_\_\_  
John Hutt  
Curry County Legal Counsel

\_\_\_\_\_  
Christopher Paasch, Chair

\_\_\_\_\_  
Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

**CURRY COUNTY  
JOB DESCRIPTION**

**JOB TITLE: Chief Deputy Tax Collector**

---

**EXEMPT:** No  
**SALARY LEVEL:** OPEU-7  
**SUPERVISOR:** Curry County Tax Collector  
**PREPARED BY:** Curry County Treasurer February 2006

---

**POSITION SUMMARY:**

Assists in the general operation of the Tax Collector's office. Makes all decisions in relation to the office when the Tax Collector is absent. Chief Tax Deputy is the highest position level in the Tax Department. As such, an employee in this classification will do many of the same duties as the Tax Collector. The responsibility of an employee in this classification extends over a complete set of transactions within a specialized accounting function. Incumbents of this class are responsible for reviewing work from other deputies and verifying its accuracy. Uses computer software to print Tax Statements, Monthly Reports and Daily Reports. Duties include signature authority in the absence of Treasurer and/or Deputy treasurer.

Work is performed under general supervision and is reviewed primarily on the basis of results obtained. Incumbent is generally expected to independently perform work assignments.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Any single position of a class will not necessarily involve all of the duties listed, and many positions will involve duties that are not listed.

Reviews and makes necessary corrections and additions to the tax roll.

Oversees and performs work in the preparation and distribution of tax statements, delinquent tax notices and foreclosures; computes interest.

Files bankruptcy claims for the County.

Receives and receipts tax payments; accounts for and balances tax monies.

Determines delinquent accounts and implements collection procedures.

**JOB DESCRIPTION**  
**JOB TITLE: Chief Deputy Tax Collector - Page 2**

**ESSENTIAL DUTIES AND RESPONSIBILITIES: (cont.)**

Issues, maintains records of and releases personal property tax warrants; collects warrant service fees.

Certifies percentage distributions of tax collections to the Treasurer in timely manner according to O.R.S. statutes.

Maintains appropriate records and prepares an annual statement that is filed with the county clerk and Department of Revenue.

Drafts, recommends and sets up departmental policies and procedures.

Responds to inquiries from the public, County Departments and Taxing Districts regarding functions of the Tax Department.

Oversees and ensures that reports, and information provided, are accurate and in compliance with applicable state laws.

Uses diplomacy when dealing with irate or hostile individuals (taxpayers).

Regarding job impact: The consequence of error from incorrect posting or non compliance with state regulations, could result in litigation, financial loss and/or public embarrassment because of inaccurate information provided to the public.

**SUPERVISORY RESPONSIBILITIES:**

Plans and supervises the daily work of the Senior Accounting Specialist-Tax.

**QUALIFICATION REQUIREMENTS:**

Knowledge of general office principles and practices; office record keeping and reporting. Considerable knowledge of State laws related to tax collection. Skill in the operation of standard office equipment including utilization of computer software.

Ability to plan, organize and direct the work load; communicate effectively both verbally and in writing; deal courteously and tactfully with the general public; maintain effective working relationships with other employees and county departments; interpret and apply laws and regulations pertaining to Tax functions; make complex mathematical computations and calculations with speed and accuracy; handle cash transactions.

**JOB DESCRIPTION**  
**JOB TITLE: Chief Deputy Tax Collector - Page 3**

**QUALIFICATION REQUIREMENTS:** (cont.)

Work is completed at a quality required to provide service to the public, administration, and to meet mandated time lines. The position is impacted by urgent deadlines and heavy or uncontrollable interruptions. This requires an ability to make quick decisions, a need for accuracy, attention to detail, and the ability to shift attention quickly.

**EDUCATION AND/OR EXPERIENCE:**

High school graduation or equivalency; three years of progressively responsible experience in accounting and/or bookkeeping work or general office experience which includes experience with tax laws and regulations; or any satisfactory combination of experience and training which demonstrates the knowledge, skills, and ability to perform the above described duties.

**PHYSICAL DEMANDS:**

The physical demands described here represent those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee is occasionally required to stand; walk; and stoop, kneel, or crouch.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

**SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE:** Appoint a Budget Officer for the FY 20-21 Curry Public Transit Budget

**AGENDA DATE:** 3/25/20 @ 9 a.m **DEPARTMENT:** Finance **TIME NEEDED:** 5 min

**RECOMMENDED AGENDA CATEGORY** **CONSENT AGENDA**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON:** Julie Schmelzer **TODAY'S DATE:** 3/12/2020

**BRIEF BACKGROUND:** The BOC must appoint a Budget Officer. Staff proposes Julie Schmelzer, acting Finance Director, be appointed as the Budget Officer for the upcoming budget.

**FILES ATTACHED:**

1. Order

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR  
 File with County Clerk Name:  
 Send Printed Copy to: Address:  
 Email a Digital Copy to: City/State/Zip:  
 Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**BEFORE THE BOARD OF CURRY COUNTY COMMISSIONERS  
IN AND FOR THE COUNTY OF CURRY, OREGON**

**IN THE MATTER OF APPOINTING A )  
BUDGET OFFICER FOR THE 2020-21 )  
CURRY COUNTY PUBLIC TRANSIT )  
SERVICE DISTRICT BUDGET )**

**ORDER NO:\_\_\_\_\_**

**WHEREAS**, ORS 294.331 requires the governing body appoint one person to serve as the Budget Officer; and,

**WHEREAS**, Curry County must appoint a Budget Officer for the Curry County Public Transit Service District and recommends Julie Schmelzer, acting Finance Director, prepare the Curry County Budget for FY 2020-21.

**NOW, THEREFORE**, the Board of Curry County Commissioners hereby Orders Julie Schmelzer be appointed the Budget Officer for the FY 2020-21 Curry County Public Transit Service District Budget.

Dated this 18th day of March, 2020.

CURRY COUNTY BOARD OF COMMISSIONERS

Approved as to form:

\_\_\_\_\_  
Christopher S Paasch, Chair

\_\_\_\_\_  
John Hutt  
Curry County Legal Counsel

\_\_\_\_\_  
Court Boice, Vice Chair

\_\_\_\_\_  
Sue Gold, Commissioner

**CURRY COUNTY BOARD OF COMMISSIONERS**  
**AGENDA ITEM ROUTING SLIP (ARS)**  
**Revision 1-3-2020**

**SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE: Minutes of Board of Property Tax Appeals**

**AGENDA DATE: March 18<sup>th</sup> 2020 DEPARTMENT: CLERK TIME NEEDED: 5min**

**RECOMMENDED AGENDA CATEGORY ACTION ITEM**

If this is a Presentation, who is doing the Presentation?

**CONTACT PERSON: Ian Ashby TODAY'S DATE: 3/5/20**

**BRIEF BACKGROUND:**

**FILES ATTACHED:**

- (1) Minutes
- (2)
- (3)
- (4)
- (5)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk                      Name:
- Send Printed Copy to:                              Address:
- Email a Digital Copy to:                            City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**



Reneé Kolen  
Curry County Clerk

Recording Division  
Election Division

29821 Ellensburg Ave, Second Floor Courthouse  
Gold Beach OR 97444  
Mail: 94235 Moore St, Suite 212  
Gold Beach, OR 97444  
(541) 247-3295  
[www.co.curry.or.us](http://www.co.curry.or.us)

## 2019-2020 Board of Property Tax Appeals Record of board business

(ORS 309.072)

The Board of Property Tax Appeals convened on February 11th, 2020 in the Curry County Annex Building for the first meeting of the 2019-2020 Board of Property Tax Appeals Session.

Hearings were held March 4th, 2020 in the Curry County Annex Building.  
No other meetings were scheduled and orders were signed the same day.

Being no further business for the 2019-2020 Session, the Session is now officially adjourned.

Respectfully submitted,  
Ian Ashby, Deputy County Clerk  
Dated this 5<sup>th</sup> day of March, 2020

Received by the Curry County Commissioners on March 18th, 2020

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Christopher Paasch, Chair

---

Court Boice, Vice Chair

---

Sue Gold, Commissioner



CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 6-4-2019

PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Curry County/Curry Public Transit Audit

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE:** March 18, 2020 @ 9 a.m. **DEPARTMENT:** Admin **TIME NEEDED:** 10 min.

**RECOMMENDED AGENDA CATEGORY** DISCUSSION

If this is a Presentation, who is doing the Presentation? NA

**MEMO ATTACHED** Yes  No  If no memo, explain:

**CONTACT PERSON:** Julie Schmelzer **TODAY'S DATE:** March 10, 2020

**BRIEF BACKGROUND OR NOTE: (If no memo attached)** The County passes money through to the Transit District so they can operate Curry Public Transit. As a routine matter, the County and the Transit District get audited. Attached is the audit. Basically there are three areas the county needs to improve/rectify: one already has been addressed (the adoption of a Title VI Plan); one is in the process (an updated Procurement Policy); and the third needs to be addressed this year.

**FILES ATTACHED:**

1. Audit

**INSTRUCTIONS ONCE SIGNED:**

No Additional Activity Required OR

File with County Clerk when signed Name:

Send Printed Copy to: Address:

Email a Digital Copy to: City/State/Zip:

Other Phone:

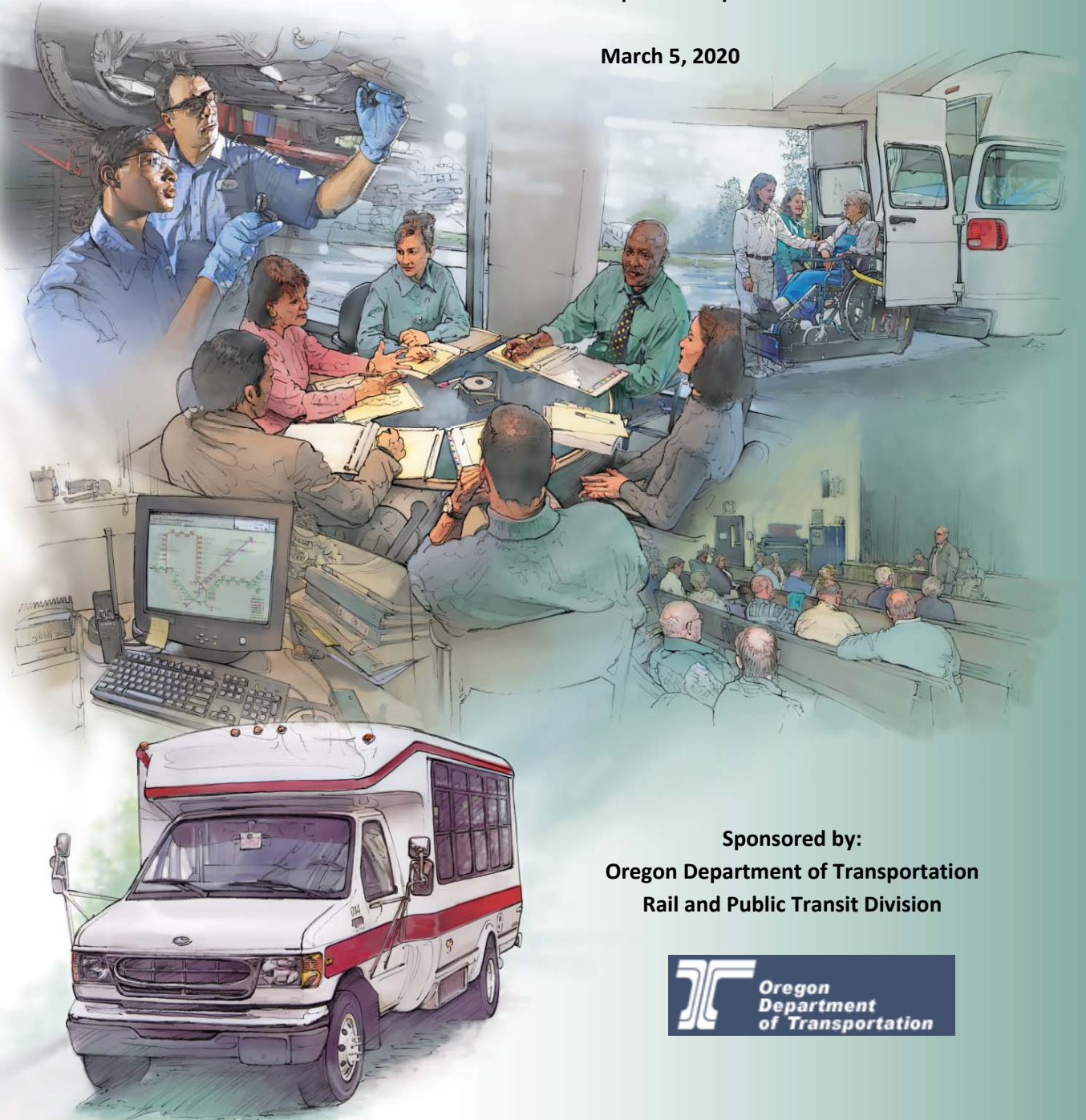
**Note: Most signed documents are filed/recorded with the Clerk per standard process.**



# Compliance Review of Curry County, OR

Compliance Report

March 5, 2020



Sponsored by:  
Oregon Department of Transportation  
Rail and Public Transit Division



*(This page left blank intentionally)*

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**Exhibit 1. Compliance Review Participants**

No.	Name	Title	Organization	Phone	Email
(1)	Sue Gold	Curry County Commissioner	Curry County, OR	(541) 247-3260	gold@s@co.curry.or.us
(2)	Kathryn Bernhardt	General Manager	Curry Public Transit, Inc.	(541) 412-8806	rkbernhardt@currypublictransit.org
(3)	Julie Schmelzer	Director of Operations	Curry County, OR	(541) 247-3287	schmelzerj@co.curry.or.us
(4)	David Schwert	Compliance Program Coordinator	ODOT/Rail and Public Transit Division	(971) 340-0282	david.j.schwert@odot.state.or.us
(5)	Jennifer Boardman	Regional Transit Coordinator	ODOT/Rail and Public Transit Division	(541) 774-6371	jennifer.boardman@odot.state.or.us
(6)	Greg Harnett	Senior Associate	RLS & Associates, Inc.	(937) 299-5007	gharnett@rlsandassoc.com
(7)	Charles Glover	Senior Associate	RLS & Associates, Inc.	(937) 299-5007	cgllover@rlsandassoc.com

# Oregon DOT Compliance Monitoring Program

## Scope of the Review

The Oregon Department of Transportation (ODOT), Rail and Public Transit Division (RPTD), is responsible for implementation and oversight of the Oregon DOT's Federal and State transit grant programs. The Compliance Monitoring Program is designed to assist the RPTD and public transportation providers with the assessment of how transit agencies in Oregon meet the varied compliance requirements imposed by the State, as stipulated in the latest version of the *State Management Plan for Public Transportation Programs*. This document summarizes Federal and State requirements for RPTD-administered grant programs.

Each Compliance Review assesses how an agency's management is complying with Federal and State laws, rules, requirements, and regulations. The Program's overall goal is to improve an agency's compliance with applicable regulations, while strengthening management's abilities in those areas.

Procedures for conducting this review follow the process described in the Compliance Field Guide for conducting Oregon Compliance Reviews, developed by RLS & Associates, Inc. ODOT contracted with this firm to conduct these reviews. This report documents the results of a Compliance Review conducted of Curry County.

The site visit was conducted on February 4, 2020 by Mr. Greg Harnett and Mr. Charles Glover of RLS & Associates, Inc. Additionally, Mr. David Schwert and Ms. Jennifer Boardman of ODOT participated in and observed the review.

The County's receipt of grant funds applicable to this review includes Federal Sections 5310, 5311, and 5339 monies, as well as Oregon Special Transportation Fund and Statewide Transportation Improvement Fund monies. The County does not use these monies to directly operate service. Rather, the County contracts with Curry Public Transit, Inc. to provide public transportation service. It was determined through consultation with ODOT officials that the compliance review would address the following topical areas:

1. Program Management
2. Financial Management
3. Procurement
4. Civil Rights
5. Americans with Disabilities Act (ADA)
6. Special Transportation Fund (STF)
7. Statewide Transportation Improvement Fund (STIF)
8. Monitoring of Lower-Tier Subrecipients

An overview of the major compliance principles and elements is provided for each topical area previously referenced. Reviewers used the Compliance Field Guide Version 6.0 to determine how the agency’s policies, procedures, and daily practices aligned with Federal and State requirements. This report documents those policies, procedures, or practices requiring corrective action in order to bring the element(s) into compliance or for which a best practice recommendation could improve operating or administrative efficiency. Findings relative to the subrecipient are stated and remedial actions necessary to achieve compliance are outlined in each topical area along with a timetable to address the findings.

Compliance Observations and Advisory Recommendations will be provided as a result of the review. These findings are categorized as follows:

**Exhibit 2. Report Findings**

Report Finding	Subrecipient Responsibility	Timeframe
Compliance Observation	Implement remedial action within a limited, prescribed timeframe.	30 -180 Days
Advisory Recommendation	Optional element to be considered by transit system management. Recommendations typically represent industry “best practices” and should be evaluated by management accordingly.	No specific timeframe

In addressing each report finding, the following information will be provided:

- ◆ **Condition.** A narrative description of the condition or conditions which do not align with Federal or State requirements or a condition that creates:
  - A compliance deficiency;
  - An increase in risk to the agency; or
  - An inefficient use of agency resources.
- ◆ **Remedy.** The review will provide a detailed narrative of remedial activity needed to address the condition noted above. Where applicable, sample forms, policies, or procedures will be provided to the subrecipient to assist the subrecipient in correcting the deficiency.
- ◆ **Timeframe.** In consultation with ODOT staff, the reviewer will determine a suitable timeframe to implement corrective action for all compliance observations.

Subrecipients that require additional time beyond what is noted in this section will need to consult with their respective ODOT Regional Transit Coordinator (RTC).

A compliance review corrective action plan at the end of this report contains a summary table of all Compliance Observations and Advisory Recommendations.

Because of the test nature and other inherent limitations of the limited scope of work encompassed in this review, together with the limitations of any system of internal and management controls used to ensure compliance, this assessment will not necessarily disclose all findings of noncompliance. The procedures employed are substantially less in scope than a compliance audit; they are designed to provide the transit system with technical assistance to facilitate compliance with the terms and conditions of Federal financial assistance.

## Service Area

Curry County is located in the southwest corner of Oregon, bounded by the Pacific Ocean to the west and California to the south. The County occupies an area of 1,988 square miles and has a population of approximately 22,364, resulting in a population density of 11.25 persons per square mile. The County's seat is Gold Beach (population 2,253) and its largest population center is Brookings (population 6,336).

## Description of the Transit Service

The County's receipt of grant funds applicable to this review includes Federal Sections 5310, 5311, and 5339 monies, as well as Oregon Special Transportation Fund (STF) and Statewide Transportation Improvement Fund (STIF) monies. The County does not use these monies to directly operate transit service. Instead, it contracts with Curry Public Transit, Inc. (CPTI) to provide service.

## Funding

As indicated above, the County's receipt of grant funds applicable to this review includes:

- ◆ Section 5310
- ◆ Section 5311
- ◆ Section 5339
- ◆ STF
- ◆ STIF



## Overview of the Compliance Status of Curry County

Curry County evidenced a strong relationship with its lower-tier subrecipient, CPTI. While CPTI was not subject to review at this time, the organization's General Manager was an active participant throughout the County's review process, including the site visit.

Based on the interviews conducted and materials examined as part of this review, Compliance Observations were made in the areas of Procurement and Civil Rights. Of particular note is the Procurement Compliance Observation, which reflects an intended use of Section 5310 purchase of service funds as a capital, rather than operating, expense. Under existing FTA rules, the acquisition of public transportation services using Section 5310 funds at the capital project match rate can only occur if the services are competitively procured. Following the site visit, the review team provided the County with guidance and resources surrounding this topic. The County is also well-equipped to take the required corrective action associated with the Compliance Observations made in the area of Civil Rights.

# Curry County Compliance Review

## Program Management

Program management encompasses several key areas, including the governing structure of the organization, documentation detailing the environment of control, and the subrecipient's managerial capacity to ensure adequate oversight and proper use of Federal funds. All ODOT grant recipients must be legally constituted and have a governing board which must provide appropriate oversight of the financial affairs of the organization and approve all key policies of the agency (e.g., procurement policies). An agency's overall control environment sets the tone of the organization and influences the control consciousness of its employees. To successfully address risks and achieve its objectives, agency management must institute various control activities, such as segregation of duties, physical controls, and a system of approvals.

Program management encompasses the following areas in the review process:

- ◆ Organizational Governance
- ◆ Control Environment

### *Program Management Findings*

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements for Program Management.

## Financial Management

All subrecipients are required to establish and maintain an accounting system that follows generally accepted accounting principles (GAAP) and/or guidelines issued by the Government Accounting Standards Board (GASB). All financial transactions must be recorded in a manner so as to be clearly identified, easily traced, and substantially documented. The fully allocated cost of the public transit program must be clearly identified regardless of the agency's operational nature. All ODOT subrecipients are expected to use funds received as specified in the project application and grant agreement(s). Control systems must adhere to the applicable requirements outlined in the State Management Plan and other requirements as may be established by ODOT.

Financial management encompasses the following areas in the review process:

- ◆ Accounting Practices
- ◆ Indirect Costs
- ◆ Internal Controls
- ◆ Budget
- ◆ Documentation of Costs
- ◆ Cash Management
- ◆ Financial and Program Reporting
- ◆ Local Match
- ◆ In-Kind or Contributed Services
- ◆ Program Income
- ◆ Single Audit

### ***Financial Management Findings***

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements for Financial Management.

## **Procurement**

Subrecipients receiving funding under ODOT programs must comply with all Federal, State, and local laws, ordinances, regulations and policies regarding procurement and contracting. FTA Circular 4220.1F documents the applicable Federal procurement requirements. Subrecipients that are public entities will follow those requirements that apply to state and local governments.

All non-Federal entities, including subrecipients of the State, must follow 2 CFR part 200.318, "General procurement standards," through 2 CFR part 200.326, "Contract provisions." Subrecipients that are private for-profit organizations must comply with FTA procurement requirements contained in FTA Circular 4220.1F for procurements conducted with Federal funds.

Procurement encompasses the following areas in the review process:

- ◆ Standards of Conduct
- ◆ Third Party Contracting Capacity
- ◆ Purchasing Methods
- ◆ Other Than Full and Open Competition
- ◆ Cost and Price Analysis
- ◆ Protests and Disputes

## Procurement Findings

Based on materials presented to the reviewers and observations made during the review, the County was found deficient with the following ODOT requirement for Procurement. The County must address:

### 1. Compliance Observation

### Third Party Contracting Capacity

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*Condition:* The County's Cooperative Agreement with Curry Public Transit, Inc. (CPTI) was established as a lower-tier subrecipient relationship in which the County passes through Section 5310 monies to CPTI. This arrangement is permissible under FTA policies. However, when such arrangements are made, the funds are treated as an operating expense.

According to ODOT, the State made Section 5310 funds available based on a transfer of these funds from the Federal Highway Administration (FHWA). This enables ODOT to provide funding at a capital match of 89.72 percent (Federal) for capital purposes and 56.08 percent (Federal) for operations.

However, in order to be used as a capital expense, FTA rules (FTA Circular 9070.1G, Chapter III, § 14(e)) stipulate that only third-party arrangements that represent an "acquisition of transportation services under a contract, lease, or other arrangement" can be treated as capital. FTA has further indicated in an FAQ on the Section 5310 program that "only service that is competitively procured is considered an acquisition of service."

Thus, while there is nothing illegal about the present arrangements between the County and CPTI, in order to be reimbursed at the enhanced capital ratio, CPTI must be selected through a competitive procurement.

*Remedy:* ODOT must either: (1) treat the project as an operating project (provided it can still meet the overall program of projects goal of 55 percent traditional capital projects); or (2) require the County to competitively secure the services of an operator if it wishes to fund the service at the enhanced capital funding ratio. Post review conversations with ODOT indicate that the second option will be implemented with the County.

As a result, the County must prepare a procurement policy consistent with FTA requirements as detailed in Circular 4220.1F. Following the site visit, the review team provided the County with a template that can be used as a foundation for this document. Additionally, the County's Regional Transit Coordinator will provide background information, an outline of next steps, and resources to guide the County through the required procurement process.

## Civil Rights

Federal civil rights requirements are encompassed in laws, regulations, and executive orders. The objective of FTA's oversight in this area is to:

- ◆ Ensure that the level and quality of transportation service is provided without regard to race, color, or national origin;
- ◆ Identify and address, as appropriate, disproportionately high and adverse human health and environmental effects, including social and economic effects of programs and activities on minority populations and low-income populations;
- ◆ Promote the full and fair participation of all affected populations in transportation decision making;
- ◆ Prevent the denial, reduction, or delay in benefits related to programs and activities that benefit minority populations or low-income populations; and
- ◆ Ensure meaningful access to programs and activities by persons with limited English proficiency.

Civil Rights encompasses the following areas in the review process:

- ◆ Title VI Requirements
- ◆ Limited English Proficiency (LEP)/Language Assistance Programs
- ◆ Equal Employment Opportunity
- ◆ Disadvantaged Business Enterprises (DBE)

### ***Civil Rights Findings***

Based on materials presented to the reviewers and observations made during the review, the County was found deficient with the following ODOT requirement for Civil Rights. The County must address:

#### **2. Compliance Observation**

#### **Title VI**

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*Condition:* While the County provided the Title VI program of its lower-tier subrecipient, CPTI, the County was unable to locate its own Title VI program. Every recipient of FTA grant monies, even in a pass-through situation, must develop and adopt a Title VI program.

**Remedy:** It is typical for lower-tier subrecipients receiving grant monies from a pass-through entity to adopt the Title VI program of that entity. In this case, it is recommended that the County adopt, with appropriate modifications, CPTI’s Title VI program. The County must send this document to ODOT for review, and following ODOT approval, have its Board of Commissioners formally adopt the Title VI program. In adopting provisions of the lower tier entity’s plan, the County must modify the necessary complaint form to direct complaints to the County (not to CPTI), ensure that County personnel investigate and remediate the complaint, etc. Subsequently, the County must make the Title VI program, including the discrimination complaint process and form, available on its website.

**Timeframe:** 90 days

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## Americans with Disabilities Act

Under U.S. Department of Transportation (USDOT) Americans with Disabilities Act of 1990 (ADA) regulations, public and private transportation providers are required to operate services in a way that does not discriminate against persons with disabilities. The regulations include general nondiscrimination provisions that apply to all types of agencies and services. There are also provisions that apply only to certain types of agencies and services.

The County serves as a pass-through entity that does not operate transportation service, and as such, the ADA topics examined during this review were limited to:

- ◆ Nondiscrimination
- ◆ Reasonable Modification
- ◆ General Requirements

### ***Americans with Disabilities Act Findings***

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements for the Americans with Disabilities Act (ADA).

## Statewide Transportation Improvement Fund

The Statewide Transportation Improvement Fund (STIF) provides financial support to eligible Public Transportation Service Providers, defined as “Qualified Entities” (QEs). STIF monies may be used for

public transportation purposes that support the effective planning, deployment, operation, and administration of STIF-funded public transportation programs, including, but not limited to:

- ◆ Creation of new systems and services with origins, destinations or stops in Oregon;
- ◆ Maintenance or continuation of systems and services; and
- ◆ Planning for and development of a Local Plan or future STIF Plan to improve Public Transportation Service.

The majority of the STIF money (90%) is allocated based on a formula; the formula is structured to ensure that no Qualified Entity receives less than \$100,000 per year. The remaining funds are distributed by the Public Transportation Discretionary Grant Program. There are a number of requirements associated with receiving STIF funds.

### ***Statewide Transportation Improvement Fund Findings***

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements in the area of Special Transportation Improvement Fund.

It should be noted as a STIF QE, the County will be responsible to provide adequate oversight of its STIF subrecipients. RPTD has resources the County can access to conduct and document this oversight obligation.

## **Special Transportation Fund**

The State's Special Transportation Fund Program provides financial support to designated counties, transit districts and Indian tribal governments for special transportation services benefiting seniors and people with disabilities. The majority of the STF money (75 percent) is allocated on a population-based formula. The remaining funds are distributed by the Public Transportation Discretionary Grant Program. There are a number of requirements associated with receiving these funds.

### ***Special Transportation Fund Findings***

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements in the area of Special Transportation Fund.

# Monitoring of Lower-Tier Subrecipients

Federal rules require that pass-through entities monitor a lower-tier subrecipient’s compliance with federal grant administrative requirements stipulated in 2 CFR § 200.300 through § 200.513. These requirements span:

- ◆ Administrative requirements
- ◆ Compliance and programmatic requirements
- ◆ Cost eligibility controls
- ◆ Indirect costs

## ***Monitoring of Lower-Tier Subrecipients Findings***

Based on the interviews conducted and materials examined as part of this review, no deficiencies were found with ODOT requirements in the area of Monitoring of Lower-Tier Subrecipients.

The review team made one (1) Advisory Recommendation in this area, which represents an opportunity for the County to further improve its transit program.

### **3. Advisory Recommendation**

### **Monitoring of Lower-Tier Subrecipients**

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*Condition:* While Curry County evidenced a strong relationship with its lower-tier subrecipient, CPTI, the County lacks a formalized process for exercising oversight of CPTI.

*Remedy:* The County should formalize a process for exercising oversight of CPTI. During the site visit, the review team provided additional resources surrounding this topic, including a tool developed to assist Qualified Entities in monitoring subrecipient compliance with Statewide Transportation Improvement Fund (STIF) requirements.

*Timeframe:* No specific timeframe

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# Compliance Review Corrective Action Plan

## Summary

Two (2) Compliance Observations were identified as a result of this review. Additionally, the review team made one (1) Advisory Recommendation.

Exhibit 3 provides a summary of the Compliance Observations and Advisory Recommendation.

### Exhibit 3. Summary of Compliance Observations and Advisory Recommendations

Subrecipient	Date of Final Report	ODOT Region	RTC
Curry County, OR	March 5, 2020	3	Jennifer Boardman

Topic: Procurement		Subtopic: Third Party Contracting Capacity	Compliance Observation
Item No.	Condition	Remedy	Timeframe
1	<p>The County’s Cooperative Agreement with Curry Public Transit, Inc. (CPTI) was established as a lower-tier subrecipient relationship in which the County passes through Section 5310 monies to CPTI. This arrangement is permissible under FTA policies. However, when such arrangements are made, the funds are treated as an operating expense.</p> <p>According to ODOT, the State made Section 5310 funds available based on a transfer of these funds from the Federal Highway Administration (FHWA). This enables ODOT to provide funding at a capital match of 89.72 percent (Federal) for capital purposes and 56.08 percent (Federal) for operations.</p> <p>However, in order to be used as a capital expense, FTA rules (FTA Circular 9070.1G, Chapter III, § 14(e)) stipulate that only third-party arrangements that represent an “acquisition of transportation services under a contract, lease, or other arrangement” can be treated as capital. FTA has further indicated in an FAQ on the Section 5310 program that “only service that is competitively procured is considered an acquisition of service.”</p> <p>Thus, while there is nothing illegal about the present arrangements between the County and CPTI, in order to be reimbursed at the enhanced capital ratio, CPTI must be selected through a competitive procurement.</p>	<p>ODOT must either: (1) treat the project as an operating project (provided it can still meet the overall program of projects goal of 55 percent traditional capital projects); or (2) require the County to competitively secure the services of an operator if it wishes to fund the service at the enhanced capital funding ratio. Post review conversations with ODOT indicate that the second option will be implemented with the County.</p> <p>As a result, the County must prepare a procurement policy consistent with FTA requirements as detailed in Circular 4220.1F. Following the site visit, the review team provided the County with a template that can be used as a foundation for this document. Additionally, the County’s Regional Transit Coordinator will provide background information, an outline of next steps, and resources to guide the County through the required procurement process.</p>	180 days

Topic: Civil Rights		Subtopic: Title VI	Compliance Observation
Item No.	Condition	Remedy	Timeframe
2	While the County provided the Title VI program of its lower-tier subrecipient, CPTI, the County was unable to locate its own Title VI program. Every recipient of FTA grant monies, even in a pass-through situation, must develop and adopt a Title VI program.	It is typical for lower-tier subrecipients receiving grant monies from a pass-through entity to adopt the Title VI program of that entity. In this case, it is recommended that the County adopt, with appropriate modifications, CPTI's Title VI program. The County must send this document to ODOT for review, and following ODOT approval, have its Board of Commissioners formally adopt the Title VI program. In adopting provisions of the lower tier entity's plan, the County must modify the necessary complaint form to direct complaints to the County (not to CPTI), ensure that County personnel investigate and remediate the complaint, etc. Subsequently, the County must make the Title VI program, including the discrimination complaint process and form, available on its website.	90 days
Topic: Monitoring of Lower-Tier Subrecipients		Subtopic: Monitoring	Advisory Recommendation
Item No.	Condition	Remedy	Timeframe
3	While Curry County evidenced a strong relationship with its lower-tier subrecipient, CPTI, the County lacks a formalized process for exercising oversight of CPTI.	The County should formalize a process for exercising oversight of CPTI. During the site visit, the review team provided additional resources surrounding this topic, including a tool developed to assist Qualified Entities in monitoring subrecipient compliance with Statewide Transportation Improvement Fund (STIF) requirements.	No specific timeframe

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

**PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE: Asphalt Oil Price Quote – Quote Award with signatory authority to Roadmaster.**

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE<sup>a</sup>:** 3-18-2020      **DEPARTMENT:**Road      **TIME NEEDED:** 5 min

(<sup>a</sup>Submit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY PRESENTATION**

**MEMO ATTACHED** Yes  No  If no memo, explain:

**CONTACT PERSON:**Richard Christensen **PHONE/EXT:** 3393      **TODAY'S DATE:** 3-11-2020

**BRIEF BACKGROUND OR NOTE: (If no memo attached)**

For summer of 2020 County chip seal program and cooperative agreement w/ODOT for chip sealing on Carpenterville Road.

**FILES ATTACHED:**

- (1) Project Quote History & Summary
- (2) Quote Request w/ prices
- (3)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required      OR
- File with County Clerk      Name:
- Send Printed Copy to:      Address:
- Email a Digital Copy to:      City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**PART II – COUNTY ADMINISTRATOR REVIEW**

**APPROVED FOR**      **BOC MEETING**       **Not Approved for BOC Agenda because**

**ASSIGNED TO: PRESENTATION**

## Request For Asphalt Price Quote

Received Quote Results

March 3<sup>rd</sup>, 2020

Quotes Due @ 4:00:00 P.M.

### QUOTE SUMMARY

Company		Total Price
<u>Albina Asphalt</u>	-	<u>\$312,575.00</u>
Additional Quote/ODOT	-	<u>\$200,925.00</u>
<u>Western Emulsions, Inc.</u>	-	<u>\$324,075.00</u>
Additional Quote/ODOT	-	<u>\$211,675.00</u>

Requests For Quotes were electronically mailed to contractors known to be able to produce the product - Albina Asphalt, Western Emulsions, VSS Emultech, and Blue Line Transportation Company on February 11<sup>th</sup>, 2020. Quotes were due March 3<sup>rd</sup>, 2020.

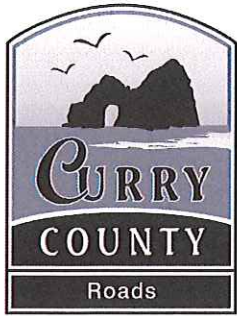
Quotes were received from Albina Asphalt and Western Emulsions, Inc. Per the above schedule of quoted prices Albina Asphalt is the low quote.

ODOT shall be responsible for Additional Quote/ODOT costs.

Quote is within Estimate and Budgeted amount and award is recommended to Albina Asphalt with signatory authority to the Roadmaster.

Jerry Story

Contract Officer



**Curry County Road Department**  
28425 Hunter Creek Road  
Gold Beach, OR 97444

Richard Christensen  
Roadmaster

Phone (541) 247-7097  
Fax (541) 247-7804

REQUEST FOR ASPHALT OIL PRICE QUOTE - 2020

Quote Holders

[kyle.amtson@albina.com](mailto:kyle.amtson@albina.com)

Albina Asphalt  
801 Main Street  
Vancouver, Wa. 98660  
Phone: (360) 816-8550 Fax: (360) 816-8551

[info@bluelinetrans.com](mailto:info@bluelinetrans.com)

Blue Line Transportation Company  
2601 N. Newark  
Portland, OR 97217  
Phone: (503) 279-2600

[pat.mcnaury@westernemulsions.com](mailto:pat.mcnaury@westernemulsions.com)

Western Emulsions (White City, OR plant)  
7701 11<sup>th</sup> Street  
White City, Or 97503  
Phone: (541) 826-3373 Fax: (541) 826-7122

[emulsions@emultech.com](mailto:emulsions@emultech.com)

VSS Emultech  
7200 Pit Road  
Redding, CA 96001  
Phone: (530) 241-1364 Fax: (530) 246-2912

## Jerry Story

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**From:** Jerry Story  
**Sent:** Tuesday, February 11, 2020 9:23 AM  
**To:** 'emulsions@emultech.com'  
**Cc:** Gary Wolford  
**Subject:** Emailing: PR 359 Chip Oil Quote 2020  
**Attachments:** PR 359 Chip Oil Quote 2020.doc

For your consideration, find attached a Request for Chip Oil Price Quote for this upcoming summers' Curry County Road Department chip seal project. Please reply back that the request has been received and feel free to contact us if there are any questions.

Thank you,

Jerry Story  
Curry County Road Department  
28425 Hunter Creek Road  
Gold Beach, OR 97444

Office: 541-247-7097  
Fax: 541-247-7804

Your message is ready to be sent with the following file or link attachments:

PR 359 Chip Oil Quote 2020

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



## Jerry Story

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**From:** Jerry Story  
**Sent:** Tuesday, February 11, 2020 9:16 AM  
**To:** 'Pat McNairy'  
**Cc:** Gary Wolford  
**Subject:** Emailing: PR 359 Chip Oil Quote 2020  
**Attachments:** PR 359 Chip Oil Quote 2020.doc

Pat,

For your consideration, attached is a request for Chip Oil Price Quote for this upcoming summers' Curry County Road Department chip seal project. Please reply back that you have received the request and feel free to contact us if you have any questions.

Thank you,

Jerry Story  
Curry County Road Department  
28425 Hunter Creek Road  
Gold Beach, OR 97444

Office: 541-247-7097  
Fax: 541-247-7804

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PR 359 Chip Oil Quote 2020

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## Jerry Story

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**From:** Jerry Story  
**Sent:** Tuesday, February 11, 2020 9:10 AM  
**To:** 'info@bluelinetrans.com'  
**Cc:** Gary Wolford  
**Subject:** Emailing: PR 359 Chip Oil Quote 2020  
**Attachments:** PR 359 Chip Oil Quote 2020.doc

Please find attached an attached Request for Chip Oil Price Quote for this upcoming summers' Curry County Road Department chip seal project. Please reply back that you have received the request and feel free to contact us if you have any questions.

Thank you

Jerry Story  
Curry County Road Department  
28425 Hunter Creek Road  
Gold Beach, OR 97444

Office: 541-247-7097

Fax: 541-247-7804

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PR 359 Chip Oil Quote 2020

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## Jerry Story

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**From:** Jerry Story  
**Sent:** Tuesday, February 11, 2020 9:02 AM  
**To:** 'Kyle Arntson'  
**Cc:** Gary Wolford  
**Subject:** Emailing: PR 359 Chip Oil Quote 2020  
**Attachments:** PR 359 Chip Oil Quote 2020.doc

Kyle,

For your consideration, attached is a Request for Chip Oil Price Quote for this upcoming summers' Curry County Road Department chip seal projects. Please reply back that you have received the request and feel free to contact us if you have any questions.

Thank you,

Jerry Story  
Curry County Road Department  
28425 Hunter Creek Road  
Gold Beach, Oregon 97444

Office: 541-247-7097

Fax: 541-247-7804

Your message is ready to be sent with the following file or link attachments:

PR 359 Chip Oil Quote 2020

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## Jerry Story

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**From:** Kyle Arntson <Kyle.Arntson@Albina.com>  
**Sent:** Tuesday, March 3, 2020 12:53 PM  
**To:** Jerry Story  
**Subject:** Curry County 2020 Chip Seal Bid  
**Attachments:** Curry County Chip Seal Bid 2020.pdf

Good afternoon Jerry,

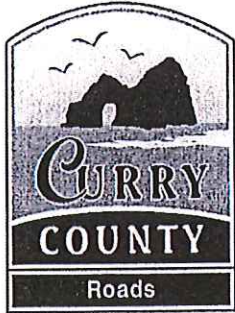
Please find Albina Asphalt's bid for the 2020 asphalt emulsion supply attached above.

Albina is hopeful to have another great chip seal year with Curry County!

Thanks,

Kyle Arntson

Office (360) 816-8536  
Fax (360) 816-8537  
Cell (503) 729-1966  
[kyle.arntson@albina.com](mailto:kyle.arntson@albina.com)  
[www.albina.com](http://www.albina.com)



**Curry County Road Department**  
 28425 Hunter Creek Road  
 Gold Beach, OR 97444

Richard Christensen  
 Roadmaster

Phone (541) 247-7097  
 Fax (541) 247-7804

**REQUEST FOR ASPHALT OIL PRICE QUOTE**

February 11<sup>th</sup>, 2020

The undersigned proposes to furnish the asphalt oils described in the Request For Asphalt Oil Price Quote, dated February 11<sup>th</sup>, 2020, for the prices listed below. The County reserves the right to make adjustments in quantities.

Specifications: Polymer Modified RS-LTP Asphalt Emulsion or equivalent for chip seal, HFRS - P2 or equivalent for chip seal, and SS-1H Dilute or equivalent for fog coat.

Quotes will be accepted either by mail to: Curry County Road Department, 28425 Hunter Creek Road, Gold Beach, Oregon, by FAX to (541) 247 - 7804, or by email to: storyj@co.curry.or.us.

**Quote Due:** 4:00 p.m., March 3<sup>rd</sup>, 2020

**Delivery:** Two (2) truck and trailer loads per day—work schedule between June 1<sup>st</sup>, 2020 and July 16<sup>th</sup>, 2020.

**Cedar Valley Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HFRS-P2	114 Tons	\$430. <sup>00</sup>	\$49,020. <sup>00</sup>
Freight to Cedar Valley Road. From Hwy 101 MP 327.5 and North Bank Rogue River Road Inter-section to MP 5.002 North Bank Rogue River Road and Cedar Valley Road Intersection And 1000 feet on Cedar Valley Road to large pull-out	114 Tons	\$75. <sup>00</sup>	\$8,550. <sup>00</sup>
SS-1H Dilute	22 Tons	\$370. <sup>00</sup>	\$8,140. <sup>00</sup>
Freight to Cedar Valley Road.	22 Tons	\$75. <sup>00</sup>	\$1,650. <sup>00</sup>

From Hwy 101 MP 327.5 and North Bank Rogue River Road Intersection to MP 5.002 North Bank Rogue River Road and Cedar Valley Road Intersection And 1000 feet on Cedar Valley Road to large pull-out.

**North Bank Rogue River Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HSRS - P2	126 Tons	<u>\$430.<sup>00</sup></u>	<u>\$54,180.<sup>00</sup></u>
Freight to North Bank Rogue River Road and HWY 101 Intersection. (Approx. MP 327.5 Hwy 101- east side) and 0.8 miles up North Bank Rogue River Road	126 Tons	<u>\$75.<sup>00</sup></u>	<u>\$9,450.<sup>00</sup></u>
SS-1H Dilute	24 Tons	<u>\$370.<sup>00</sup></u>	<u>\$8,880.<sup>00</sup></u>
Freight to North Bank Rogue River Road and HWY 101 Intersection. (Approx. MP 327.5 Hwy 101- east side) and 0.8 miles up North Bank Rogue River Road	24 Tons	<u>\$75.<sup>00</sup></u>	<u>\$1,800.<sup>00</sup></u>

**Hunter Creek Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RSLTP	50 Tons	<u>\$420.<sup>00</sup></u>	<u>\$21,000.<sup>00</sup></u>
HFRS-P2	100 Tons	<u>\$430.<sup>00</sup></u>	<u>\$43,000.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex.	150 Tons	<u>\$75.<sup>00</sup></u>	<u>\$11,250.<sup>00</sup></u>
SS-1H Dilute	30 Tons	<u>\$370.<sup>00</sup></u>	<u>\$11,100.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex.	30 Tons	<u>\$75.<sup>00</sup></u>	<u>\$2,250.<sup>00</sup></u>

**Hunter Creek Loop Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP	31 Tons	<u>\$420.<sup>00</sup></u>	<u>\$13,020.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	31 Tons	<u>\$75.<sup>00</sup></u>	<u>\$2,325.<sup>00</sup></u>

SS-1H Dilute	6 Tons	<u>\$ 370.<sup>00</sup></u>	<u>\$ 2,220.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	6 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 450.<sup>00</sup></u>

**Hunter Creek Complex Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP	3 Tons	<u>\$ 420.<sup>00</sup></u>	<u>\$ 1,260.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	3 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 225.<sup>00</sup></u>
SS-1H Dilute	0.5 Tons	<u>\$ 370.<sup>00</sup></u>	<u>\$ 185.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	0.5 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 37.<sup>50</sup></u>

**Mateer Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP	28 Tons	<u>\$ 420.<sup>00</sup></u>	<u>\$ 11,760.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	28 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 2,100.<sup>00</sup></u>
SS-1H Dilute	5.5 Tons	<u>\$ 370.<sup>00</sup></u>	<u>\$ 2,035.<sup>00</sup></u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	5.5 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 412.<sup>50</sup></u>

**South Bank Chetco River Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP	80 Tons	<u>\$ 420.<sup>00</sup></u>	<u>\$ 33,600.<sup>00</sup></u>
Freight to South Bank Chetco River Road and HWY101 intersection MP 358.3 and 3.215 miles up the South Bank Chetco River Road.	80 Tons	<u>\$ 75.<sup>00</sup></u>	<u>\$ 6,000.<sup>00</sup></u>
SS-1H Dilute	15 Tons	<u>\$ 370.<sup>00</sup></u>	<u>\$ 5,550.<sup>00</sup></u>

Freight to South Bank Chetco River Road and HWY101 intersection MP 358.3 and 3.215 miles up the South Bank Chetco River Road      15 Tons      \$ 75.00      \$ 1,125.00

**TOTAL**      \$ 312,575.00

(Supplier may substitute equivalent asphalt oils by drawing a line through specified oils above and writing in equivalent oils.)

Company      ALBENA ASPHALT

Signature      *Kyle [Signature]*

Phone      360-816-8536

\* ALL LOADS WILL BE BILLED AT A (25) TON MINIMUM. DUE TO THE MINIMUM FREIGHT CHARGE, TOTAL FREIGHT COSTS TO EACH LOCATION WILL BE HIGHER THAN WHAT IS QUOTED ABOVE.  
ADDITIONAL ASPHALT OILS QUOTE

Supplier of asphalt oils may elect to furnish a quote to supply and deliver additional asphalt oils per cooperative agreement between Curry County and ODOT. The County reserves the right to accept or reject the quote if found to be in the best interest of the County.

**Carpenterville Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HFRS-P2	345 Tons	<u>\$ 430.00</u>	<u>\$ 148,350.00</u>
Freight to Carpenterville Road - Hwy 255 - and HWY 101 intersection MP 354.8 and 0.10 miles up Carpenterville Road	345 Tons	<u>\$ 75.00</u>	<u>\$ 25,875.00</u>
SS-1H Dilute	60 Tons	<u>\$ 370.00</u>	<u>\$ 22,200.00</u>
Freight to Carpenterville Road - Hwy 255 - and HWY 101 intersection MP 354.8 and 0.10 miles up Carpenterville Road	60 Tons	<u>\$ 75.00</u>	<u>\$ 4,500.00</u>

Delivery:      Two (2) truck and trailer loads per day—work schedule between July 27<sup>th</sup>, 2020 and August 5<sup>th</sup>, 2020.

\* DELIVERY TRUCKS ALLOW (2) FREE HOURS TO UNLOAD. AFTER THE FIRST (2) HOURS, DEMURRAGE WILL BE BILLED AT \$100.00/HR.



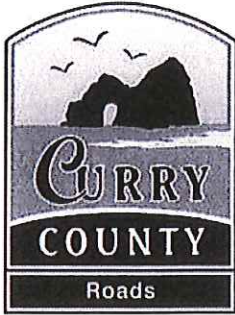
## Jerry Story

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**From:** Pat McNairy <Pat.McNairy@westernemulsions.com>  
**Sent:** Friday, February 28, 2020 10:01 AM  
**To:** Jerry Story  
**Subject:** Western Emulsions 2020 Curry County Emulsion Bid  
**Attachments:** 2020 Curry County Bid.pdf

Attached is our request for asphalt oil price quote. If you have any questions or concerns please feel free to contact me.  
Thank you,

Pat McNairy  
Western Emulsions  
O: 541-826-3373  
C: 916-240-9926  
[Pat.mcnairy@westernemulsions.com](mailto:Pat.mcnairy@westernemulsions.com)  
[www.westernemulsions.com](http://www.westernemulsions.com)



**Curry County Road Department**  
 28425 Hunter Creek Road  
 Gold Beach, OR 97444

Richard Christensen  
 Roadmaster

Phone (541) 247-7097  
 Fax (541) 247-7804

**REQUEST FOR ASPHALT OIL PRICE QUOTE**

February 11<sup>th</sup>, 2020

The undersigned proposes to furnish the asphalt oils described in the Request For Asphalt Oil Price Quote, dated February 11<sup>th</sup>, 2020, for the prices listed below. The County reserves the right to make adjustments in quantities.

Specifications: Polymer Modified RS-LTP Asphalt Emulsion or equivalent for chip seal, HFRS – P2 or equivalent for chip seal, and SS-1H Dilute or equivalent for fog coat.

Quotes will be accepted either by mail to: Curry County Road Department, 28425 Hunter Creek Road, Gold Beach, Oregon, by FAX to (541) 247 – 7804, or by email to: storyj@co.curry.or.us.

**Quote Due:** 4:00 p.m., March 3<sup>rd</sup>, 2020

**Delivery:** Two (2) truck and trailer loads per day—work schedule between June 1<sup>st</sup>, 2020 and July 16<sup>th</sup>, 2020.

**Cedar Valley Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HFRS-P2*	114 Tons	<u>\$500.00</u>	<u>\$57,000.00</u>
Freight to Cedar Valley Road. From Hwy 101 MP 327.5 and North Bank Rogue River Road Inter-section to MP 5.002 North Bank Rogue River Road and Cedar Valley Road Intersection And 1000 feet on Cedar Valley Road to large pull-out	114 Tons	<u>\$55.00</u>	<u>\$6,270.00</u>
SS-1H Dilute**	22 Tons	<u>\$290.00</u>	<u>\$6,380.00</u>
Freight to Cedar Valley Road.	22 Tons	<u>\$55.00</u>	<u>\$1,210.00</u>

From Hwy 101 MP 327.5 and  
North Bank Rogue River Road  
Intersection to MP 5.002 North  
Bank Rogue River Road and  
Cedar Valley Road Intersection  
And 1000 feet on Cedar Valley  
Road to large pull-out.

### North Bank Rogue River Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HSRS - P2*	126 Tons	<u>\$ 500.00</u>	<u>\$ 63,000.00</u>
Freight to North Bank Rogue River Road and HWY 101 Intersection. (Approx. MP 327.5 Hwy 101- east side) and 0.8 miles up North Bank Rogue River Road	126 Tons	<u>\$ 55.00</u>	<u>\$ 6,930.00</u>
SS-1H Dilute**	24 Tons	<u>\$ 290.00</u>	<u>\$ 6,960.00</u>
Freight to North Bank Rogue River Road and HWY 101 Intersection. (Approx. MP 327.5 Hwy 101- east side) and 0.8 miles up North Bank Rogue River Road	24 Tons	<u>\$ 55.00</u>	<u>\$ 1,320.00</u>

### Hunter Creek Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RSLTP***	50 Tons	<u>\$ 465.00</u>	<u>\$ 23,250.00</u>
HFRS-P2*	100 Tons	<u>\$ 500.00</u>	<u>\$ 50,000.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex.	150 Tons	<u>\$ 55.00</u>	<u>\$ 8,250.00</u>
SS-1H Dilute**	30 Tons	<u>\$ 290.00</u>	<u>\$ 8,700.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex.	30 Tons	<u>\$ 55.00</u>	<u>\$ 1,650.00</u>

### Hunter Creek Loop Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP***	31 Tons	<u>\$ 465.00</u>	<u>\$ 14,415.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	31 Tons	<u>\$ 55.00</u>	<u>\$ 1,705.00</u>

SS-1H Dilute**	6 Tons	<u>\$ 290.00</u>	<u>\$ 1,740.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	6 Tons	<u>\$ 55.00</u>	<u>\$ 330.00</u>

### Hunter Creek Complex Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP***	3 Tons	<u>\$ 465.00</u>	<u>\$ 1,395.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	3 Tons	<u>\$ 55.00</u>	<u>\$ 165.00</u>
SS-1H Dilute**	0.5 Tons	<u>\$ 290.00</u>	<u>\$ 145.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	0.5 Tons	<u>\$ 55.00</u>	<u>\$ 27.50</u>

### Mateer Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP***	28 Tons	<u>\$ 465.00</u>	<u>\$ 13,020.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	28 Tons	<u>\$ 55.00</u>	<u>\$ 1,540.00</u>
SS-1H Dilute**	5.5 Tons	<u>\$ 290.00</u>	<u>\$ 1,595.00</u>
Freight to Hunter Creek Road and HWY 101 intersection MP 331 and 0.16 miles to the Hunter Creek Shop Complex	5.5 Tons	<u>\$ 55.00</u>	<u>\$ 302.50</u>

### South Bank Chetco River Road

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
RS-LTP***	80 Tons	<u>\$ 465.00</u>	<u>\$ 37,200.00</u>
Freight to South Bank Chetco River Road and HWY 101 intersection MP 358.3 and 3.215 miles up the South Bank Chetco River Road.	80 Tons	<u>\$ 55.00</u>	<u>\$ 4,400.00</u>
SS-1H Dilute**	15 Tons	<u>\$ 290.00</u>	<u>\$ 4,350.00</u>

Freight to South Bank Chetco River Road  
and HWY 101 intersection MP 358.3 and 3.215 miles  
up the South Bank Chetco River Road

15 Tons

\$55.00

\$825.00

**TOTAL**

\$324,075.00

(Supplier may substitute equivalent asphalt oils by drawing a line through specified oils above  
and writing in equivalent oils.)

Company

Western Emulsions Inc

Signature

Pat Murray

Phone

541-826-3373

**ADDITIONAL ASPHALT OILS QUOTE**

Supplier of asphalt oils may elect to furnish a quote to supply and deliver additional asphalt oils  
per cooperative agreement between Curry County and ODOT. The County reserves the right to  
accept or reject the quote if found to be in the best interest of the County.

**Carpenterville Road**

<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
HFRS-P2*	345 Tons	<u>\$500.00</u>	<u>\$172,500.00</u>
Freight to Carpenterville Road - Hwy 255 - and HWY 101 intersection MP 354.8 and 0.10 miles up Carpenterville Road	345 Tons	<u>\$55.00</u>	<u>\$18,975.00</u>
SS-1H Dilute**	60 Tons	<u>\$290.00</u>	<u>\$17,400.00</u>
Freight to Carpenterville Road - Hwy 255 - and HWY 101 intersection MP 354.8 and 0.10 miles up Carpenterville Road	60 Tons	<u>\$55.00</u>	<u>\$3,300.00</u>

Delivery:

Two (2) truck and trailer loads per day—work schedule between July  
27<sup>th</sup>, 2020 and August 5<sup>th</sup>, 2020.

## **Request for Asphalt Oil Prices**

### **Curry County 2020**

#### **Attachment A**

#### **Equivalent Products**

- \*CHFRS-2P ( Cationic High Float Rapid Set Polymer)
- \*\* CQS-1H Dilute ( Cationic Quick Set Hard Pen 50%/50% Dilute )
- \*\*\* CRS-3PLT ( Cationic Rapid Set Polymer Low Temperature )

Freight Based on 25 Ton loads

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

**PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE:** Emergency Employee Compensation Discussion

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE<sup>a</sup>:** March 18, 9:00 a.m. **DEPARTMENT:** Admin. **TIME NEEDED:** 30 min  
(<sup>a</sup>Submit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** DISCUSSION ONLY

**MEMO ATTACHED** Yes  No  If no memo, explain: Quarterly Reports

**CONTACT PERSON:** Julie Schmelzer, Dir. of Oper. **TODAY'S DATE:** March 13, 2020

**BRIEF BACKGROUND OR NOTE: (If no memo attached)** The County does not have emergency policies in place as they pertain to employees. The Board should discuss how to address employee compensation should the Board close county departments in the event of an emergency, such as COVID 19.

Specifically, some counties are developing 'emergency policies' for COVID 19. One such example is attached. The Board should discuss what happens if the Board sends all employees home, or closes their offices, and whether the employees get compensated? Is it fair to use sick time for something the Board orders? What if an employee doesn't have sick time? What if the office can't be closed (like the Sheriff)? These and other questions will be discussed and direction from the Board provided.

**FILES ATTACHED:**

- (1) Klamath County E-Mail
- (2)
- (3)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk Name:
- Send Printed Copy to: Address:
- Email a Digital Copy to: City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

## **Lisa Wheeler**

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**From:** Lisa Wheeler  
**Sent:** Monday, March 9, 2020 1:27 PM  
**To:** Marcus Henderson; Jennifer Little; Jessica Chastain; Kelley Minty Morris  
**Cc:** Amanda L. Van Riper  
**Subject:** OR Counties Feedback

Team:

I received the following response from the HR Chair of our Oregon County HR Group regarding matters on the coronavirus outbreak:

Emergency Management and our Public Health/OHA are reviewing the policies we have in place. Essentially, we will be identifying crucial/key positions in the organization who are responsible for daily operations, etc. We have a limited supply of company laptops and will need to use these accordingly.

If we choose to close the County for quarantine, then we will be paying all employees their regular wages. If staff choose to not come to work (and the County is still in operation with no threat to exposure to remaining staff) then we will be following our normal sick leave policies. If an employee is positive for COVID-19, they will need to use their applicable sick leave, etc. if we have quarantined staff because of potential exposure and requiring them to stay home, they will continue to be compensated by the County.

If we do go into a quarantine status (worst case scenario), we would be working with our Emergency Manager and our Public Health/OHA representatives on cleaning the office space, etc. to make sure we can have unaffected staff return to work as soon as is safely possible.

Many thanks,

*Lisa Wheeler*  
*Human Resources Director*  
*Klamath County*  
*305 Main St.*  
*Klamath Falls, OR 97601*  
*P: 541.883.4296*  
[lwheeler@klamathcounty.org](mailto:lwheeler@klamathcounty.org)





CURRY COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM ROUTING SLIP (ARS)

Revision 1-3-2020

SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)

**PROPOSED AGENDA ITEM TITLE:** Executive Session Information Exempt from disclosure

**AGENDA DATE:** 03/18/2020    **DEPARTMENT:** Counsel    **TIME NEEDED:** 15 min

**RECOMMENDED AGENDA CATEGORY** EXECUTIVE SESSION

If this is a Presentation, who is doing the Presentation? Counsel

**CONTACT PERSON:** JHuttI

**TODAY'S DATE:** March 12, 2020

**BRIEF BACKGROUND:** Executive session pursuant to ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

**FILES ATTACHED:**

(1) None (Exec Session)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required    OR
- File with County Clerk    Name:
- Send Printed Copy to:    Address:
- Email a Digital Copy to:    City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**