



Board of Commissioners Business Meeting Agenda  
June 23, 2020 ~ 8:30am ~ Room 219

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [www.klamathcounty.org](http://www.klamathcounty.org)**

[HTTP://WWW.KLAMATHCOUNTY.ORG/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L](http://WWW.KLAMATHCOUNTY.ORG/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L)

**2. Call To Order & Those Present**

**3. Public Comment**

**4. Agenda Deletions/Additions**

**5. Approve Minutes From Last Meeting**

**1. In The Matter Of Approving The Minutes From The June 16, 2020 Business Meeting. - BOCC**

**Background:** Approve the Minutes which summarize all business by the Board of Commissioners for the Business Meeting held on the date stated above.

**Fiscal Impact:** None

**Recommended Motion:** Approve the Minutes as presented.

Documents:

[WEEKLY PROCEEDINGS SUMMARY PAGE.PDF](#)

**6. Prior Approved Items**

**1. In The Matter Of Approving The Coronavirus Relief Fund Grant Agreement Between The State Of Oregon And Klamath County. Vickie Noel - Finance**

**Background:** Klamath County is requesting reimbursement from the Federal Government through the State of Oregon for expenses incurred between March 20, 2020 and May 15, 2020 related to the COVID19 pandemic. Klamath County has requested \$130,801.33 to be reimbursed for this time first round of requests and this amount has been approved pending the execution of this agreement. The termination date of the agreement is December 31, 2020 and can be amended as necessary to allow for additional rounds of reimbursement requests.

**Fiscal Impact:** \$130,801.33 Revenue to multiple departments within the County. (See attached detail)

**Recommended Motion:** Motion to approve and authorize the vice-chair to sign grant agreement #1018 with the State of Oregon was approved in the Administrative meeting on June 16, 2020. The fiscal impact is \$130,801.33 in revenues to various County Departments.

Documents:

[11322.PDF](#)

**2. Approve The Coronavirus Relief Fund Grant Agreement Between The State Of Oregon And**

## Klamath County Library Service District. Nathalie Johnston - Library

**Background:** Klamath County Library Service District is requesting reimbursement from the Federal Government through the State of Oregon for expenses incurred between March 20, 2020 and May 15, 2020 related to the COVID19 pandemic. Klamath County Library Service District has requested \$16,789.36 to be reimbursed for this time first round of requests and this amount has been approved pending the execution of this agreement. The termination date of the agreement is December 31, 2020 and can be amended as necessary to allow for additional rounds of reimbursement requests.

**Fiscal Impact:** \$16,789.36 in revenues to the Klamath County Library Service District.

**Motion:** Motion to approve and authorize the vice-chair to sign grant agreement #1190 with the State of Oregon was approved in the Administrative meeting on June 16, 2020. The fiscal impact is \$16,789.36 in revenues to the Klamath County Library Service District.

Documents:

[GRANT AGREEMENT BLUE SHEET.PDF](#)

## 7. Public Hearings

### 1. TIME CERTAIN 8:45am: In The Matter Of Holding A Public Hearing Pursuant To ORS 312.122. - Tax Collector/Property Manager, Rick Vaughn.

**Background:** Pursuant to ORS 312.122 a public hearing must be held regarding the acceleration of tax foreclosed properties. Today's Public Hearing was advertised in the Herald and News on May 31st 2020 and again on June 5th 2020. The notice of hearing was mailed via certified mail to the property owners and lien holders on May 12th 2020.

Properties are described as follows:

APN: R615739; MTL# R-3809-033DA-12400-000; Address: 2316 Wantland Ave, Klamath Falls, OR 97601

**Fiscal Impact:** \$241.95 expenditure to the Property Sales Publication and Periodicals Fund for the publication cost.

**Recommended Motion:** Hold 1st and only hearing pursuant to ORS 312.122 for public comment. Fiscal Impact: \$241.95 Publication cost

Documents:

[PUBLIC HEARING WANTLAND TO BOCC.PDF](#)

## 8. Budget Resolutions

### 1. In The Matter Of The Adoption Of A Budget Resolution Within The Tourism Competitive Grants Fund. Vickie Noel - Finance

**Background:** This budget resolution increases Material and Services to include a \$12,500 increase in donations and increases contract services to accommodate additional spring cycle draw requests from grant recipients.

**Fiscal Impact:** None, however, there is a \$42,500.00 decrease in Operating Contingency and increase in Material and Services.

**Recommended Motion:** Approve the budget resolution for fiscal year 2019-20 as outlined in the attached documents within the Tourism Competitive Grants Fund. There is no fiscal impact, however, there is a decrease of \$42,500.00 in Operating Contingency and an increase in Material and Services.

Documents:

## 2. Adopt A Budget Resolution Within The Public Works Fund. Vickie Noel - Finance

**Background:** The Public Works Department is responsible for maintaining federal roads within the County road system. Maintenance on federal roads within the system is performed by personnel budgeted in the Public Works Operating budget. The Public Works Director wishes to match federal revenue funds with the expenses related to maintaining those roads.

**Fiscal Impact:** No fiscal impact within the fund. There is a \$666,336.00 transfer from Public Works Federal Road Reserve to Public Works Operating fund.

**Recommended Motion:** Approve the budget resolution for fiscal year 2019-20 as outlined in the attached document for changes to the Public Works fund, no fiscal impact, however, there is a \$666,336.00 transfer from Public Works Federal Road Reserve to Public Works Operating fund.

Documents:

[6-23-2020 BR PW RESERVE TRANSFER.PDF](#)

## 3. In The Matter Of The Adoption Of A Budget Resolution Within The Parks, Solid Waste And Community Development Funds. Vickie Noel - Finance

**Background:** The following budget changes to the 2019-20 budget are being proposed for approval:

**Parks:** Pickleball Association grant funds carried over from prior fiscal year and expensed to association, minimal budget adjustments to budget closer to actual in various personnel and material and services line items.

**Solid Waste:** Minimal adjustments to revenues including interest and beginning fund balances. Use operating contingency to fund contract personnel and franchise haul for additional demolition materials at Tingley Transfer station. The Recycle division is using operating contingency for support payment to Reach, Inc. All Solid Waste divisions have various personnel and material and service line item adjustment to budget closer to actual.

**Community Development:** Building Equipment Reserve – purchase of 6 vehicles were higher than anticipated. Code Enforcement – budgeting a higher beginning fund balance than anticipated and increasing operating contingency. Small amounts in material and services were also adjusted in each of these sub-departments.

**Fiscal Impact:** Parks: \$9,918.00 increase in revenues and expenses.  
Solid Waste Operating: \$43,712.00 decrease in revenues and expenses.  
Solid Waste Recycling: \$71,461.00 increase in revenues and expenses.  
Building Equipment Reserve: \$13,000.00 increase in capital decrease in operating contingency  
Code Enforcement: \$46,289.00 increase in revenues and expenditures.

**Recommended Motion:** Approve the budget resolution for fiscal year 2019-20 as outlined in the attached documents within the Community Development Fund. The fiscal impact is: Parks - \$9,918.00 increase in revenues and expenses, Solid Waste Operating - \$43,712.00 decrease in revenues and expenses,  
Solid Waste Recycling - \$71,461.00 increase in revenues and expenses, Building Equipment Reserve - \$13,000.00 increase in capital decrease in operating contingency, Code Enforcement - \$46,289.00 increase in revenues and expenditures.

Documents:

[06-23-2020 PARKS SW BLD RES CODE ENF BUDGET RESOLUTION.PDF](#)

## 4. In The Matter Of The Adoption Of A Budget Resolution Within Multiple County Departments. Vickie Noel - Finance

**Background:** This budget resolution makes minor changes throughout several different County departments. The following are included in the resolution:

**District Attorney Special Revenue:** Closing sub-department 2015, moving \$916.00 to General fund.

**Transient Room Tax:** Reducing the transfer to the Fairgrounds.

**Veterans:** Moving \$13,500 to personnel services from operating contingency due to a retirement.

**General Fund District Attorney:** Move \$5,385.00 from material and services to Capital for copier purchase.

**Commissioners:** Move travel savings from one commissioner to another, personnel adjustment for increased medical opt out amount, and receipt of \$2,000.00 from fire district for reimbursement of publications.

**Assessor:** Move \$25,000 in salary savings to Equipment reserve.

**Justice Court:** Transfer \$50,000 in General Fund support due to reduced revenues.

**Juvenile:** Transfer an additional \$25,000 from Klamath Crimson Rose to Detention for personnel shortfall.

**Fiscal Impact:** Transient Room Tax: \$160,000 decrease in revenues

Commissioners: \$2,000 increase in revenues and expenses

Equipment Reserve: \$25,000.00 increase in revenues and expenses

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the budget resolution for fiscal year 2019

Documents:

[06-23-2020 YEAR END BUDGET RESOLUTION.PDF](#)

## 9. Bids/Awards/Proposals

### 1. In The Matter Of Executing The Bid Award For Crushing And Stockpiling Sanding Cinders. Jeremy Morris, Public Works

**Background:** The Public Works Department advertised the bid for Crushing and Stockpiling Sanding Cinders locally and Statewide from April 15, 2020 to June 2, 2020. On June 2, 2020, bids were opened for the above mentioned project. The following bids were received:

DeAtley Crushing Company \$287,500.00

Vic Russell Construction \$325,000.00

Knife River \$335,250.00

4-R Equipment, LLC \$342,500.00

Harney Rock & Paving \$379,500.00

Public Works requests the bid be awarded to DeAtley Crushing Company for \$287,500.00

**Fiscal Impact:** Fiscal Impact is none.

**Recommended Motion:** Board to approve and execute the bid award from DeAtley Crushing Company for Crushing and Stockpiling Sanding Cinders. Fiscal impact is none.

Documents:

[2020 SANDING CINDERS AWARD BLUE SHEET.PDF](#)

## 10. Orders

### 1. In The Matter Of Authorizing Accelerated Tax Foreclosure On The Below Properties Pursuant To ORS 312.122. Tax Collector/Property Manager Rick Vaughn

**Background:** Pursuant to ORS 312.122 a public hearing was held on June 23rd 2020, at 8:45am to take public comment regarding the acceleration of tax foreclosed properties. Today's Public Hearing was advertised in the Herald and News on May 31st 2020 and again on June 5th 2020. The notice of hearing was mailed via certified mail to the property owners and lien holders, if any, on May 12th 2020.

Properties are described as follows:

2316 Wantland Ave. Klamath Falls, OR 97601; R615739; R-3809-033DA-12400

**Fiscal Impact:** None

**Recommended Motion:** Approve and sign attached Order authorizing acceleration of tax foreclosure on the above referenced properties. **Fiscal Impact:** None

Documents:

**2. In The Matter Of Vacating Lots 33 And 34, Block 1 Of Tract 1060 Sun Forest Estates. Map No. 2310-036B0 Tax Lots 01500, And 01600. Erik Nobel, Planning Director CDD/Planning**

**Background:** The property owner of the two lots is (Gary Bolin) who have signed a petition requesting this action. Vacating the lots will not be detrimental to the public. The Planning Director's Report recommends that the two lots be vacated from the subdivision. The applicant paid the \$583 application fee to process the request to vacate the lots. Approval of the final order by the Board of Commissioners has no fiscal impact to the county.

**Fiscal Impact:** There is no fiscal impact to Klamath County.

**Recommended Motion:** Approve the Final Order to vacate the above described property located in Klamath County Oregon. (File No. LV 6-20). There is no fiscal impact to Klamath County.

Documents:

[BOCC AGENDA LV 6-20.PDF](#)

**11. Agreements**

**1. In The Matter Of A Direct Appointment For Contract For Services For Intersection Control Evaluation And Preliminary Engineering Services. Jeremy Morris, Public Works**

**Background:** Klamath County Public Works would like to enter into a direct appointment with Kittelson & Associates for intersection control evaluation and preliminary engineering services for OR 39/Hilyard Avenue as outlined in Part "A" and Billing Rate Schedule attached. We solicited a second quote from a different traffic engineering firm. The second quote was approximately 10% higher for the same services.

OAR 137-048-0200 states that contracting agencies may enter into a Contract directly with a Consultant without following the competitive bidding procedures if the estimated fee to be paid does not exceed \$100,000. In addition, the 2017 Klamath County contracting policies and procedures section 3.15, Selection for Architect or Engineering Services (1) allow use direct appointment if estimated fee is less than \$50,000.00.

**Fiscal Impact:** Not to exceed \$22,400.00 expenditure to the Road Operating Budget.

**Recommended Motion:** Board to approve and sign the contract between Klamath County and Kittelson & Associates for intersection control evaluation and preliminary engineering services for OR 39/Hilyard Avenue. Fiscal Impact to the Road Operating Budget not to exceed \$22,400.00.

Documents:

[2020 KITTELSON ASSOC OR39 HILYARD AVE BLUE SHEET.PDF](#)

**2. In The Matter Of Approving A Legal Services Agreement Between Klamath County Community Corrections And Stephen Hedlund, Attorney At Law, P.C. And Allowing Aaron Hartman To Sign. Aaron Hartman, Community Corrections.**

**Background:** The agreement is made for the purpose of retaining Attorney to represent Corrections regarding any legal issues that may arise in relation to actions performed by non-union represented employees that may result in criminal or civil lawsuits, while on duty and employed by Corrections. This agreement shall run from July 1st, 2020 – June 30th, 2023.

**Fiscal Impact:** An annual expenditure of \$1,500 from the Community Corrections operating fund beginning fiscal year 2021.

**Recommended Motion:** Motion to approve, and allow Aaron Hartman to sign, a legal services agreement between Klamath County Community Corrections and Stephen Hedlund, Attorney at Law, P.C. Fiscal Impact: An annual expenditure of \$1,500 from the Community Corrections operating fund beginning fiscal year 2021.

Documents:

[HEDLUND 06102020.PDF](#)

**3. In The Matter Of Approving The US Department Of Agriculture APHIS Wildlife Services**

## Work And Financial Plan Agreement 20-7341-6977-RA. - BOCC

**Background:** The purpose of this Work and Financial Plan Agreement is to assist the County in supporting the implementation of nonlethal wolf damage management techniques and strategies by livestock producers in areas where wolf depredation of livestock is on-going.

**Fiscal Impact:** Expenditure of \$5,000.00 from fund 2151.

**Recommended Motion:** Approve and authorize the Chair to sign the US Department of Agriculture APHIS Wildlife Services Work and Financial Plan Agreement 20-7341-6977-RA. Fiscal Impact: Expenditure of \$5,000.00 from fund 2151.

Documents:

[11202.PDF](#)

## 4. In The Matter Of The Sheriff Requesting Approval To Accept A Grant From The U.S. Department Of Justice BJA FY 20 Coronavirus Emergency Supplemental Funding Program 2020-H4332-OR-VD. -Chris Kaber, Sheriff

**Background:** The Bureau of Justice has awarded \$58,008 in funding to Klamath County for aid in the Corona Virus relief efforts. The reimbursement period is from January 1, 2020 through January 31, 2022. The grant will be administered through the Sheriff's Office and will reimburse expenses related to materials and supplies stockpiles and the purchase of two storage pods to house those supplies.

**Fiscal Impact:** The fiscal impact is up to \$58,008 revenues in Sheriff's Office-Special Revenue Fund in Fiscal Years 2020 through 2022.

**Recommended Motion:** To approve the Sheriff to accept the US Department of Justice BJA FY 20 Coronavirus Emergency Supplemental Funding Program 2020-H4332-OR-VD award and authorize the Sheriff to sign the grant agreement providing funding up to \$58,008 in fiscal years 2020 through 2022.

Documents:

[BJA CORONAVIRUS GRANT BOCC PACKET.PDF](#)

## 12. Grants

### 1. In The Matter Of The Sheriff's Office-Emergency Management Requesting Permission To Apply For A Federal Emergency Management Grant.-Chris Kaber, Sheriff

**Background:** The Klamath County Sheriff's Office-Emergency Management is requesting to apply for a FEMA Hazard Mitigation Grant. The amount being applying for is roughly \$340,000 and we would be partnering with all the agencies in the Klamath Fire Prevention Co-Op as well as Keno fire. The grant has a 25% match but that is not a hard dollar match and much of this would be accomplished through the education efforts of other agencies as well as folding fire prevention education into Emergency Management's ongoing education efforts.

**Fiscal Impact:** Revenue to Sheriff Office-Special Fund estimated at \$340,000 during the 2021 through 2023 fiscal years. There is a 25% match requirement.

**Recommended Motion:** To approve the Sheriff's Office - Emergency Management to apply for a FEMA Hazard Mitigation Grant. Federal funding estimated at \$340,000 would be applied for the 2021-2023 fiscal years. 25% matching funds are required from the Klamath County.

Documents:

[FEMA GRANT PACKET.PDF](#)

## 13. Other County Business

## 14. Commissioner Reports

## 15. Adjournment

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting. Klamath County Commissioners' Weekly Calendar is subject to change without notice.  
305 Main Street 2nd Floor, Klamath Falls, OR 97601  
E-mail: [bocc@klamathcounty.org](mailto:bocc@klamathcounty.org) Website: [www.klamathcounty.org](http://www.klamathcounty.org)