



Board of Commissioners Business Meeting Agenda September 17, 2019 ~ 8:30 am ~ Room 219

1. Call To Order, Those Present, Flag Salute
2. Public Comment
3. Agenda Deletions/Additions
4. Approve Minutes From Last Meeting

1. In The Matter Of Approving The "Minutes" From The September 10, 2019 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 .PDF](#)

5. Prior Approved Items

1. In The Matter Of An Agreement With Oregon Department Of Veterans Affairs For Pass-Through Funding FY: July 1, 2019 To June 30,2020 Kathleen Pierce-Veterans

Background: Every year the Veterans Service Office receives funding from the ODVA to be used for Outreach, Advertising, Klamath Lake Standdown, Pay for Assistant District Attorney for Veterans Court.

Fiscal Impact: 124,347.00 Revenue to the Grants-State in Aid

Recommended Motion: Read for the record. The motion to approve the Veterans Service Office to apply and receive pass-through funding from the Oregon Department of Veterans Affairs and authorizing the Chair to sign the application was signed September 3, 2019 at the Administrative Meeting. Fiscal Impact for 19/20 revenue of \$124,347.00.

Documents:

[20190910155742.PDF](#)

6. Proclamations/Presentations

1. In The Matter Of Proclaiming The Week Of September 23rd, 2019 As “Week Of The College Student” In Klamath County, Oregon. - BOCC

Background: This proclamation is important for our community to recognize that the students, staff and administration of both colleges located in Klamath County are important assets to the liveliness of our community. Our community is proud to be training the young leaders of tomorrow right here in Klamath Falls. We encourage them to work hard to fulfill their dreams and know they have a community supporting them.

Fiscal Impact: None

Recommended Motion: Read attached Proclamation

Documents:

[09-17-19-BOCC-WEEK OF THE COLLEGE STUDENT PROCLAMATION.PDF](#)

7. Bids/Awards/Proposals

1. In The Matter Of Accepting The Quote From Butler Ford For Three (3) 2019-20 Model ¾ Ton, 4x4, Full Size, Regular Cab, Long Bed Pickups. Jeremy Morris, Public Works

Background: Klamath County Public Works requested quotes for the above referenced vehicle. The following quotes were received:

Butler Ford \$29,350.19 ea \$88,050.57 total
Lithia Ford \$29,520.50 ea \$88,561.50 total
Hall Motors \$30,928.00 ea \$92,784.00 total

Public Works requests the bid be awarded to Butler Ford per the attached proposal for \$88,050.57.

Fiscal Impact: \$88,050.57 expenditure to the Public Works

Equipment Reserve Budget

Recommended Motion: Board to Approve and Execute the Bid from Butler Ford for Three (3) 2019-20 Model $\frac{3}{4}$ Ton, 4x4, Full Size, Regular Cab, Long Bed Pickups and authorize Public Works to issue a Purchase Order and sign for the vehicle upon delivery. Fiscal Impact is \$88,050.57 expenditure from the Public Works Equipment Reserve Budget.

Documents:

[2019 VEHICLES BLUE SHEET 3 FLAGGER PU.PDF](#)

2. In The Matter Of Accepting The Proposal From BP Media Solutions Inc. For Marketing And Outreach Services. - BOCC

Background: Klamath County Commissioners issued a request for proposals for Outreach and Marketing Services on June 18, 2019. The County received two proposals, after committee review and scoring BP Media Solutions Inc. was the successful proposer. A notice of intent to award was issued on August 30, 2019.

Fiscal Impact: None

Recommended Motion: Accept proposal from BP Media Solutions Inc. for Marketing and Outreach Services. Admin staff will schedule a meeting, invite BP Media Services Inc. to present and explain the options set forth in the proposal. Fiscal Impact: None

Documents:

[8671.PDF](#)

8. Agreements

1. In The Matter Of An Agreement With Baney Corporation And Klamath County Veterans Service Office Kathleen Pierce-Veterans

Background: The Klamath County Veterans Service Office is sponsoring a Suicide Prevention and Awareness event on September 22, 2019 to be held at Veterans Park. We requested to use property from Baney Corporation for parking.

Fiscal Impact: None

Recommended Motion: Approve agreement with Baney Corporation for parking for event and authorize Department Head to sign. Fiscal Impact: None

Documents:

[20190905141513.PDF](#)

2. In The Matter Of Approval And Authorization To Sign A One-Year Renewal For Springbrook Software. Finance-Sue Murphy

Background: Klamath County entered into a five-year Master Service Agreement with Springbrook, an Accela company, on December 31, 2013 to provide cloud-based financial, HR, and payroll software. Terms of the original agreement allowed for one one-year contract extension and subsequent automatic renewals for additional 12-month terms in the absence of a 60-day notice of intent to terminate. Pursuant to Klamath County contracting policy, a competitive bidding process is under way to establish a new contract for ERP software. However, the time frame for that process will require extension of the existing agreement with Springbrook through the next calendar year in order to ensure continuation of functionality and transition to a new vendor if selected. The Board of County Commissioners approved the one-year extension of the Springbrook service agreement at the Finance meeting on August 27, 2019. The vendor requires a signed renewal order form to confirm renewal and authorize invoicing for one year of maintenance and support.

Fiscal Impact: \$72,468 annual expenditure to the Finance department.

Recommended Motion: Approve the renewal order with Springbrook, an Accela company, for the term of December 31, 2019 to December 30, 2020. Authorize the Finance Director to sign the renewal order form. Fiscal impact of \$72,468 in annual expenditure to the Finance department.

Documents:

[AGENDA ITEM-SPRINGBROOK RENEWAL ORDER 2019-20.PDF](#)

3. In The Matter Of Approving The Unified Lease Agreement Between Canon Solutions America And Klamath County Public Health. - Jennifer Little, Public Health

Background: On September 10, 2019 Klamath County Public Health (KCPH) received board approval to accept a quote from Canon for an imageRunner Advance C5560i III all-in-one machine for copying, faxing, scanning, etc. With the assistance of the Information Technology Department, Klamath County Public Health has selected this machine, which has capacity to replace two machines previously under lease through Canon.

Fiscal Impact: Contract expense of \$303.76 per month for a 48-month term, for a total of \$14,580.48, plus a per copy cost

of \$0.0069 for black and white, and \$0.04 for color copies. Expenditures will be paid from the Public Health fund, allocated among all sub-departments based on copies made per month.

Recommended Motion: Move to approve the Unified Lease Agreement between Canon Solutions America and Klamath County Public Health. Fiscal impact is contract expense of \$303.76 per month for a 48-month term, for a total of \$14,580.48, plus a per copy cost of \$0.0069 for black and white, and \$0.04 for color copies. Authorize Chair to sign.

Documents:

[CANON AGREEMENT - REVISED II.PDF](#)

4. In The Matter Of Authorization For Signature Of Tax Collector And Chair To Sign The Contract And Approval Of Intergovernmental Agreement With State Of Oregon Department Of Administrative Services Publishing And Distribution. Rick Vaughn Tax Collector.

Background: The Tax Collector utilizes the services of the State of Oregon Department of Administrative Services, Publishing and Distribution division to print and mail the property tax statements. This agreement authorizes Klamath County to contract with the Publishing and Distribution division for this service. Note: Contract start date is prior to signatures.

Fiscal Impact: Unknown at this time. Line item 1000-1030-1031-1000-62000 (contract services) and line item 1000-1030-1031-100066030 (postage).

Recommended Motion: Approve Intergovernmental Agreement with State of Oregon Department of Administrative Services, Publishing and Distribution division and authorize Tax Collector and Chair to sign the contract. Fiscal impact is unknown at this time. Line item 1000-1030-1031-1000-62000 (contract services) and line item 1000-1030-1031-1000-66030 (postage).

Documents:

[2019_08_27_10_19_33.PDF](#)

5. In The Matter Of Executing The Contract Between Klamath County And Upper Rogue Excavation For The Homedale Road Sidewalk Ramp Replacement 2019-2020 Project. Jeremy Morris, Public Works

Background: This contract provides Upper Rogue Excavation to remove, replace and construct new curb, gutter and sidewalk at the intersections of Homedale Road from Alva Avenue to Sturdivant

Avenue. This project is needed so Public Works can grind and inlay the asphalt road next year (summer of 2020). State/Federal law requires the upgrade of sidewalk ramps prior to improvements being made to the road.

Fiscal Impact: \$398,436.00 expenditure to the Road Operating Budget.

Recommended Motion: Board to approve and sign the contract between Klamath County and Upper Rogue Excavation for the Homedale Road Sidewalk Ramp Replacement 2019-2020 project. Fiscal impact is \$398,436.00 expense to the Road Operating Budget.

Documents:

[HOMEDALE ADA FY2020 CONTRACT AND BONDS BLUE SHEET.PDF](#)

9. Licenses

1. **In The Matter Of Approving A Recommendation For A Renewal Liquor License For Chevron Minimart, R&D Market, Willamette Pass Resort, Mario's Italian Sandwiches, The Keno Store, Willy's Cheese & Wine, KJ's Café, Chemult Chevron, Mazama Village Store, Agency Lake Resort, Yonna Valley Store, Jo's Motel & Campground, Mildand Family Market, Playhouse Tavern, Rocky Point Resort And My Store In The Woods. - BOCC**

Background: The Oregon Liquor Control Commission (OLCC) verifies that each tavern/store has met the necessary conditions to sell liquor. The County's position is a recommendation only and the OLCC may take the recommendation into consideration before granting or refusing the license.

Fiscal Impact: \$10.00 revenue to General Fund Commissioners for each renewal license.

Recommended Motion: Note for the Record.

Documents:

[09-17-19-BOCC-LIQUOR LICENSES.PDF](#)

10. Grants

1. **In The Matter Of Approving The Sheriff To Apply For A Grant From The American Kennel Club (AKC) Reunite Organization.-Chris Kaber, Sheriff**

Background: As the local AKC club, the Klamath Dog Fanciers raised funds and donated them to AKC Reunite for the purpose of granting a Pet Disaster Relief Unit to the Klamath County Sheriff's Office. The Sheriff would like to apply for the grant to be able to be awarded the unit which is to be used for the shelter and care of displaced pets and service animals, particularly in the event of an emergency.

Fiscal Impact: There is no current fiscal impact.

Recommended Motion: Approve the Sheriff to apply for the AKC Reunite grant for a mobile unit to be used for animal rescue and care in the event of an emergency. There is no current fiscal impact.



Documents:

[AKC REUNITE GRANT BOCC AGENDA PACKET.PDF](#)

11. Other County Business

12. Commissioner Reports

13. 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.
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