



Board of Commissioners Administrative Agenda
April 20, 2021 ~ 1:00pm ~ Room 214

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To 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. Approve Minutes From Last Meeting

4. Jenelle Hess - Mazama High School

Basin Partners Internship Program

5. Bill Gilmore - Great Basin Insurance Update

6. Amanda Van Riper - Human Resources

1. Department Request - CDD Reclass

Documents:

[DEPARTMENT REQUEST - CDD RECLASS.PDF](#)

2. Reclassification Of Museum Manager

Documents:

[DEPARTMENT REQUEST - MUSEUM RECLASS.PDF](#)

3. Department Request - Jail RN Step Increase

7. Lieutenant Bryson

Controlled Burn Discussion

8. Rick Vaughn - Tax Collector/Property Manager

1. Approval Of Foothills Property RFP

Documents:

[FOOTHILLS RFP.PDF](#)

9. Brandon Fowler - Emergency Management

1. Outdoor Burning Restrictions

10. Jeremy Morris - Public Works

1. Ivory Pine Road (Sprague River) Bridge Replacement - Solicit Bids Approval

2. Wesgo Lift Station Capacity Study And O&M Recommendations - Agreement Approval

11. BOCC

1. Letters Of Support For National Scenic Byway Foundation

Documents:

[04-20-21 LETTER TO BENTZ SCENIC BYWAY.PDF](#)

[04-20-21 LETTER TO MERKLEY WYDEN SCENIC BYWAY.PDF](#)

2. Klamath Piano Project Request


Documents:


[RE_ KLAMATH PIANO PROJECT.PDF](#)

3. Project Home Front Follow Up

12. Other County Business

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.

305 Main Street 2nd Floor, Klamath Falls, OR 97601

E-mail: bocc@klamathcounty.org Website: www.klamathcounty.org



**KLAMATH COUNTY
Human Resources**

To: Board of County Commissioners
From: Amanda Van Riper
Human Resources Director

Date: April 20, 2021

Re: **Reclassification Request – CDD**

Date Scheduled for Administrative Meeting: April 20, 2021

On behalf of Commissioner DeGroot, we are seeking your approval to reclassify Stephanie Brown from a UF27 Step 7 (\$5,971/month) to a UF31 Step 4 (\$6,361/month).

Stephanie is currently receiving a \$100/pay period stipend. In order to eliminate ongoing stipends in the County, reclassifying Stephanie Brown to a UF31 not only address this issue but it also puts her position inline with what other managers in the CDD Department are currently being paid.

The Fiscal impact for the 20-21 Fiscal Year is \$1,215.83
The Fiscal impact for the 21-22 Fiscal Year is \$7,857.00

The reclassification would take effect April 1, 2021 and Stephanie’s seniority date would not change.

The department, with the exception of the Code Enforcement Division, has the money in their budget. Code enforcement will need \$314.00 from the General Fund.

Suggested Motion: Hereby move to approve the request to move Stephanie Brown from a UF 27 step 7 to a UF31 Step 4 as outlined above:

Chair
Approved
Disapproved

Date

Commissioner
Approved
Disapproved

Date

Commissioner
Approved
Disapproved

Date



KLAMATH COUNTY
Human Resources

To: Board of County Commissioners
From: Amanda Van Riper
Human Resources Director

Date: April 20, 2021

Re: **Reclassification Request – Museum**

Date Scheduled for Administrative Meeting: April 20, 2021

On behalf of Commissioner Morris, we are seeking your approval to reclassify Todd Kepple from Museum Manager (UF20) to Museum Director (DF10). The reclassification was originally discussed by the Board on March 18, 2021, however, with the turnover in the HR Department, the request was not brought back to the board.

Our comparator counties do not have a Museum department so to determine a suitable paygrade we looked at our departments that have similar FTE's. We determined the Fairgrounds would be our best comparator for the following reasons:

- Both departments have similar FTE count.
- Both departments manage multiple buildings.
- Both departments have their own board.
- Both departments work with the public and host community events.

We are requesting to reclassify Todd effective April 1, 2021 from a UF20 step 7 (\$4,243/month) to a DF10 step 1 (\$4,840/month). Todd's seniority date will not change.

The department has the money in their budget.

Suggested Motion: Hereby move to approve the request to reclassify Todd from Museum Manager, UF20, to Museum Director, DF10, as outlined above:

 Chair
 Approved
 Disapproved

 Commissioner
 Approved
 Disapproved

 Commissioner
 Approved
 Disapproved

Date

Date

Date

From: [Rick Vaughn](#)
To: [Bocc](#)
Cc: [Jeremy Morris](#)
Subject: Foothills RFP
Date: Friday, April 9, 2021 11:22:28 AM

Good morning,

Can you please add the Foothills RFP to the Wed. April 21 work session. KCEDA will provide information ahead of time and I will get it to you.

Thanks,

Rick Vaughn
Tax Collector/Property Mgr
Klamath County
541-883-4297



Board of Commissioners

Donnie Boyd, Commissioner
Position One

Kelley Minty Morris, Commissioner
Position Two

Derrick DeGroot, Commissioner
Position Three

April 20, 2021

Honorable Cliff Bentz
U.S. House of Representatives
Submitted electronically: Briana.Connolly@mail.house.gov

RE: Introduction to Oregon Byways and the National Scenic Byways Foundation

Dear Congressman Bentz,

We wanted to take a few moments of your time to introduce you to an organization that serves as a valuable resource for the Oregon Scenic Byways. The Byways are a great way to bring economic impact to communities along these designated highways and roads. When visitors drive the Byways, they stop to eat and visit attractions. Byways also increase the quality of life and community pride. In Oregon, our byways are actively enhancing and protecting the resources that tell our Byway stories.

The National Scenic Byway Foundation ~ The National Voice of Scenic Byways and Roads, works with byway leaders to provide tools, guidance and expertise to Byways across the nation. The National Scenic Byways Program has primarily benefited rural communities for the past 30 years. Since these treasured roads are usually off the beaten path, they are often overlooked for funding and support. The National Scenic Byway Foundation is diligently working on behalf of all Byways.

Thank you for the opportunity to give you a brief introduction to Oregon Byways and to the National Scenic Byway Foundation. We hope to work together across our state and nation in the future to create positive impacts for communities along Byways.

Sincerely,

Donnie Boyd
Commissioner

Kelley Minty Morris
Chair

Derrick DeGroot
Vice Chair

Cc: Briana Connolly



Board of Commissioners

Donnie Boyd, Commissioner
Position One

Kelley Minty Morris, Commissioner
Position Two

Derrick DeGroot, Commissioner
Position Three

April 20, 2021

Honorable Jeff Merkley
United States Senator
Submitted electronically:
Elvia_Montoya@Merkley.senate.gov

Honorable Ron Wyden
United States Senator
Submitted electronically:
Isaiah_Akin@Wyden.senate.gov

RE: Introduction to Oregon Byways and the National Scenic Byways Foundation

Dear Senators,

We wanted to take a few moments of your time to introduce you to an organization that serves as a valuable resource for the Oregon Scenic Byways. The Byways are a great way to bring economic impact to communities along these designated highways and roads. When visitors drive the Byways, they stop to eat and visit attractions. Byways also increase the quality of life and community pride. In Oregon, our byways are actively enhancing and protecting the resources that tell our Byway stories.

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Sincerely,

Donnie Boyd
Commissioner

Kelley Minty Morris
Chair

Derrick DeGroot
Vice Chair

Cc: Elvia Montoya, Isaiah Akin

From: [Derrick DeGroot](#)
To: [W Darin Rutledge, Executive Director](#)
Cc: [Sandra Cox](#)
Subject: RE: Klamath Piano Project
Date: Friday, April 9, 2021 10:41:32 AM
Attachments: [image002.png](#)

I am certain that it will be fine but I will verify with the Board.

Thank you for working with Madison. If that particular project needs some small funding, the veterans advisory committee may be able to scratch something together. Just let me know.

Sandy, will you throw on the next available agenda please?

From: W Darin Rutledge, Executive Director <darin@downtownklamathfalls.org>
Sent: Friday, April 9, 2021 10:37 AM
To: Derrick DeGroot <ddegroot@klamathcounty.org>
Subject: Klamath Piano Project

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning!

Just wanted to check in with you and make sure we're still good to place a piano at the courthouse again this season? Pianos will be placed June 14, and will stay out through October 10 (a little later this year – we want them out for the Oregon Main Street state conference October 6-8 and the following weekend).

Also, I did speak with Madison McCuiston about a veterans-themed piano at Veterans Park. I can't make any commitments, but the committee is open to considering assignment of that piano outside the full competitive process.

Thanks!

W. Darin Rutledge, Executive Director
Klamath Falls Downtown Association
205 Riverside Drive, Suite F
Klamath Falls, Oregon 97601
darin@downtownklamathfalls.org
541.539.6212

