



Board of Commissioners Business Meeting Agenda
June 22, 2021 ~ 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/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

1. To Give Public Comment, You May Attend The Meeting In Person Or Join The Meeting Remotely. To Join Remotely, Click The Link Or Call The Number Below:

Join Zoom Meeting

[HTTPS://ZOOM.US/J/93654380858?](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

[PWD=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

Meeting ID: 936 5438 0858

Passcode: 299921

Join by phone: 833 548 0282 US Toll-free

Meeting ID: 936 5438 0858

Passcode: 299921

4. Agenda Deletions/Additions

5. Approve Minutes From Last Meeting

1. In The Matter Of Approving The Minutes From The June 15, 2021 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 An Order For The Findings Of Livestock Case: Sanchez Vs Buchanan. - BOCC

Background: This matter came before the Board of County Commissioners in a public hearing on June 16, 2021 on the complaint to the Animal Control Department that a dog owned by Patricia Buchanan was in violation of ORS Chapter 609. Commissioners found the dog owner in violation of ORS Chapter 609, assessed penalty/fines and instructed staff to create an Order.

Fiscal Impact: \$1,240.00 Revenue and \$240.00 Expenditure to the Animal Control Fund.

Recommended Motion: The motion to write and sign the Order was in the June 16, 2021 Work Session Meeting. The Fiscal impact is \$1,240.00 Revenue and \$240.00 Expenditure to the Animal Control Fund.

7. Budget Resolutions

1. In The Matter Of Adopting A Budget Resolution Within The Community Corrections Fund. Vickie Noel - Finance

Background: Property located at 5225 Hwy 97N and purchased by the County through an Oregon Community Foundation (OCF) grant, requires a new roof. OCF was originally going to pay the contractor directly for the roofing project, however, has now requested to pay the County directly.

This resolution records the revenue from OCF for the project and the Facility improvement capital outlay for the project.

Fiscal Impact: \$118,578.00 increase in revenue and expenditures within the Community Corrections Fund.

Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached document. Fiscal impact is a \$118,578.00 increase in revenue and expenditures within the Community Corrections Fund.

Documents:

[6-29-2021 COMM CORR BUDGET RESOLUTION.PDF](#)

2. In The Matter Of Adopting A Budget Resolution Within The Surveyor Fund. Vickie Noel - Finance

Background: This budget resolution increases personnel expenditures to account for the 2% cost of living adjustment and increases fee revenue that has exceeded budgeted amounts.

Fiscal Impact: \$1,000 increase in revenue and expenditures within the Surveyor Fund.

Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached document. Fiscal impact is a \$1,000.00 increase in revenue and expenditures within the Surveyor Fund.

Documents:

[6-22-2021 SURVEYOR BUDGET RESOLUTION.PDF](#)

3. In The Matter Of The Adoption Of A Budget Resolution With The Community Development Funds. Vickie Noel - Finance

Background: The following budget changes to the 2020-21 budget are being proposed for approval:

Planning – Personnel service decreased for a partial year

vacancy, contract personnel services is increased for a part-time employee, and various other material service line items for additional costs associated to LUBA appeals.

On-Site – New revenues were transferred to On-Site from the Solid Waste Division after the purchase of a vehicle, new budgeted fees-internal to pay the Clerk's Office for lien recordings, and minimal budget adjustments to other material services line items, the remaining is budgeted to operating contingency.

Fiscal Impact: Planning: \$17,601.00 decrease in personnel services, \$74.00 decrease in operating contingency \$17,675.00 increase in material services. On-Site: \$14,234.00 increase in revenue \$4,800.00 increase material services and \$9,434.00 increase in operating contingency.

Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached documents within the Community Development Fund. The fiscal impact is: Planning -None, On-Site -\$14,234.00 increase in revenue and expenditures.

Documents:

[FUND 5050 COMMUNITY DEVELOPEMENT BUDGET RESOLUTION.PDF](#)

4. In The Matter Of The Adoption Of A Budget Resolution Within The COVID19 Pandemic Grant Fund. Vickie Noel - Finance

Background: On May 28, 2021, the Board of County Commissioners signed an agreement with the State of Oregon No. 2618 for the purpose of expenditures incurred due to COVID-19. Specific uses of this grant relate to marketing and promotional costs associated with vaccinations and providing culturally responsive, low-barrier access. This resolution also transfers appropriated Material and Service funds to personnel

for a temporary employee in DDS helping with digitization of the department's records.

Fiscal Impact: \$223,000.00 increase in revenues and expenditures in the COVID19 Pandemic Grant Fund.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon hereby approve the Budget Resolution for fiscal year 2020-21 as outlined in the attached documents.

Fiscal impact is \$223,000.00 increase in revenues and expenditures in the COVID19 Pandemic Grant Fund.

Documents:

[6-22-2021 BUDGET BOCC AGENDA ITEM SUMMARY.PDF](#)

5. In The Matter Of The Adoption Of A Budget Resolution Within The General Fund, Juvenile Department. Vickie Noel - Finance

Background: Charges for Services revenue in the Klamath Crimson Rose sub-department will be less than originally projected. Personnel services in the same sub-department are also higher than projected. These changes result in the Juvenile department requiring additional General Fund support

Fiscal Impact: \$45,918.00 Increase in transfers from the General Fund – Non Dept to the General Fund – Juvenile Department. \$18,668.00 decrease in revenues in the General Fund – Juvenile Department.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon hereby approve the Budget Resolution for fiscal year 2020-21 as outlined in the attached documents. Fiscal impact is a \$45,918.00 increase in transfers from the General Fund – Non Dept to the General Fund – Juvenile Department, a \$18,668.00 decrease in revenues and \$27,250.00 increase in Personnel expenditures in the Juvenile

Department.

Documents:

[6-22-2021 JUVENILE BUDGET RESOLUTION.PDF](#)

6. In The Matter Of The Adoption Of A Budget Resolution Within The General Fund. Vickie Noel - Finance

Background: This resolution increases personnel expenditures related to a 2% cost of living adjustment made after completion of the budget approval process. The departments within the General Fund requiring a resolution for the COLA are Commissioner's, Tax Collector/Property Sales and Water master. The resolution also increases revenue reimbursements for COVID-19 and transfers savings within the Tax Collector to the Equipment Reserve Fund. The total amount of additional transfers from General fund Non-departmental are \$2,955.00.

Fiscal Impact: \$8,460.00 increase in revenues, \$11,415.00 increase in expenditures.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon hereby approve the Budget Resolution for fiscal year 2020-21 as outlined in the attached documents for changes to General Fund Commissioner's, Tax Collector/Property Sales, Water master and Non-departmental as well as a transfer into the Equipment Reserve Fund.

Documents:

[6-22-2021 BUDGET BOCC AGENDA ITEM SUMMARY.PDF](#)

7. In The Matter Of The Adoption Of A Budget Resolution Within The Solid Waste Funds. Vickie Noel - Finance

Background: The following budget changes to the 2020-21 budget are being proposed for approval:

Solid Waste Operating – Use of operating contingency and a

decrease to medical insurance to fund an increase in personnel services for a temporary help in Chemult, and other adjustments for actual costs. Contract personnel services is increased for hourly rates to be in line with county pay scale, franchise haul & distribution is increased for contractual per ton increases, and fees increased for CAT associated with the per ton fee. The Recycling division is using operating contingency and franchised haul to fund additional increases to personnel services for cola, a new mattress recycling program, increases for the recycle trucks new tarper and major repairs. The equipment reserve is budgeting a higher beginning fund balance than anticipated and increasing reserve for future capital outlay, adding a transfer to On-Site for a vehicle transfer and a decrease in vehicles other to fund higher than budgeted heavy equipment purchases.

Fiscal Impact: Solid Waste Operating: \$57,000.00 increase to personnel services, \$92,300.00 increase to material services, \$149,300.00 decrease in operating contingency. Solid Waste Recycling: \$3,800 increase to personnel services, \$6,000 increase to material services, \$9,800.00 decrease in operating contingency. Solid Waste Equip Res: \$34,887.00 increase in beginning fund balance \$15,297.00 increase to capital outlay, \$19,590.00 increase to reserve capital outlay. Building facility reserve: none

Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached documents within the Solid Waste Funds. The fiscal impact is: Solid Waste Operating- \$149,300.00 increase in expenses decrease in operating contingency, Solid Waste Recycling- \$9,800.00 increase in expenses decrease in operating contingency, Solid Waste Equip Res- \$34,887.00 increase in revenue and expenditures, Building Facility Res: none.

Documents:

8. In The Matter Of Adopting A Budget Resolution Within Weed Control And Museum Equipment Reserve Funds. Vickie Noel - Finance

Background: This budget resolution increases the transfer from Museum Equipment Reserve to Weed Control Equipment Reserve for the payment of a used ATV. Beginning Fund balance is being adjusted closer to actual in the Museum budget and the additional \$3,000 is increasing Vehicles – Other in the Weed Control budget.

Fiscal Impact: \$3,000 increase in revenue and expenditures within Weed Control and Museum Equipment Reserve Funds.

Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached document. Fiscal impact is a \$3,000 increase in revenue and expenditures within Weed Control and Museum Equipment Reserve Funds.

Documents:

[6-22-2021 WEED MUSEUM BUDGET RESOLUTION.PDF](#)

9. In The Matter Of The Adoption Of A Budget Resolution Within The General Fund - Sheriff's Office Emergency Management Fund. Vickie Noel - Finance

Background: This budget resolution increases grant revenues, personnel services and material and service expenditures in the Emergency Management department related to a 2% cost of living adjustment as well as COVID and Wildfire emergencies.

Fiscal Impact: \$43,620.00 Increase in revenues and expenditures in the General Fund Sheriff's Office Emergency Management Department.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon hereby approve the Budget Resolution for fiscal year 2020-21 as outlined in the attached documents for changes to the General Fund, Sheriff's Office Emergency Management Department.

Documents:

8. Resolutions

1. In The Matter Of Approving Amendment 3 For The Klamath County Employees Pension Plan Amanda Van Riper, HR

Background: The third amendment to the Klamath County Employees' Pension Plan does the following: (1) Clarifies the hours required to participate in the Plan, including for certain grandfathered employees, (2) freezes the plan to new or returning participants after February 28, 2021, and (3) allows employees who satisfy certain conditions to receive benefit payments even if they do not have a severance of employment as defined by the plan.

Fiscal Impact: None.

Recommended Motion: Approve and sign the attached resolution for the third amendment to the Klamath County Employees' Pension Plan.

Documents:

[COMPLETE PENSION PLAN DOC.PDF](#)

2. In The Matter Of A Resolution Establishing The American Rescue Plan Allocation Committee. - BOCC

Background: Congress approved the American Rescue Plan Act which will allocate approximately 13.2 million dollars to Klamath County to help our community through the COVID-19 pandemic. The Commissioners wish to establish a committee to review eligible applications, hear presentations and make final awards pertaining to economic development, community development and housing shortages hit by the pandemic.

Fiscal Impact: None

Recommended Motion: approve and sign the attached

resolution as presented.

Documents:

[20210616112202.PDF](#)

3. In The Matter Of Signing A Resolution Adopting The Klamath County Policy For Violations Bureau Corrected Base Fine Schedule For Animal Control Violations. - BOCC

Background: Resolution RE2021-018 had the incorrect Klamath County Code Numbers. Resolution RE2021-018A corrects the error.

Fiscal Impact: None at this time.

Recommended Motion: Approve and sign the attached Resolution adopting the Klamath County Policy for Violations Bureau Corrected Base Fine Schedule for Animal Control Violations.

Documents:

[06-22-21-BOCC-RE2021-081A-ANIMAL CONTROL DOG VIOLATION FINE SCHEDULE CORRECTED CODE NUMBERS.PDF](#)

9. Orders

1. In The Matter Of The Transfer Of Real Estate Owned By Klamath County, Oregon, And Not In Use For County Purposes Be Offered For Sale To The Public. Tax Collector/Property Manager, Rick Vaughn

Background: In accordance with ORS 312 property foreclosed upon by the tax collector for nonpayment of taxes and interest and not redeemed during a redemption period is to be deeded to the county. In accordance with ORS 275 whenever it deems to be in the best interest of the county to sell and convey any property acquired in any manner by the county and not in use for county purposes an Order is to be entered directing the Sheriff to

make sale thereof. The attached Notice of Sale describes 103 sale lots to be published in the newspaper of general circulation four consecutive weeks prior to Thursday August 26th, 2021.

Fiscal Impact: Potential revenue of \$183,350.00 to the County Properties Trust and Agency fund, if all properties sell for the minimum bid.

Recommended Motion: Approve and execute the attached order allowing 103 sale lots to be offered for sale to the public on Thursday August 26th 2021. Fiscal impact: Potential revenue of \$183,350.00 to the County Properties Trust and Agency fund, if all properties sell for the minimum bid.

Documents:

[AUG 2021 SALE INFO BOCC.PDF](#)

2. In The Matter Of Vacating Lots 1004 And 1005 Of Running Y Resort Phase 12 Tract 1423 Map No. R-3808-008D0 Tax Lots: 04800 And 04900. Erik Nobel, Planning

Background: The property owner of the two lots is Gregory and Mellissa Cole who has 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 11-21). There is no fiscal impact to Klamath County.

Documents:

3. In The Matter Of Vacating Lots 1075 And 1074 Of Running Y Resort Phase 12, 1st Addition. Map No. R-3808-008D0 Tax Lots: 06800 And 06900. Erik Nobel, Planning

Background: The property owner of the two lots is Ed and Randi Smith who has 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 13-21). There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET LV 13-21.PDF](#)

4. In The Matter Of Vacating Lots 11 And 12 Of Mt. Scott Meadows Tract 1027. Map No. R-3107-012A0 Tax Lots: 01900 And 02000. Erik Nobel, Planning

Background: The property owner of the two lots is Donna Rogers who has 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 12-21). There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKETS LV 12-21.PDF](#)

5. In The Matter Of Vacating Lots 1143 And 1144 Of Running Y Resort Phase 13 Tract 1429. Map No. R-3808-015BD Tax Lots: 02100 And Map No. R-3808-015CA Tax Lots: 02500. Erik Nobel, Planning

Background: The property owner of the two lots is Nancy and James Wilson who has 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 8-21). There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET LV 8-21.PDF](#)

6. In The Matter Of Vacating Lots 5 And 6 Of Klamath Falls Forest Estates HWY 66 Plat #1. Map No. R-3711-020D0 Tax Lots: 03100 And 03200. Erik Nobel, Planning

Background: The property owner of the two lots is Cheyanne Gehrke and Levi Garza who has 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 7-21). There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET LV 10-21.PDF](#)

7. In The Matter Of Vacating Lots 709 And 710 Of Running Y Resort Phase 09, Tract 1371. Map No. R-3808-010C0 Tax Lots: 03900 And 04000. Erik Nobel, Planning

Background: The property owner of the two lots is Linda Goodwin who has 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 9-21). There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET LV 9=21.PDF](#)

8. In The Matter Of Appointing Jacques Ginestar To The Poe Valley Vector Control District Board. - BOCC

Background: The Poe Valley Vector Control District Board has a vacancy and has recommended the appointment of Jacques Ginestar who is willing, able and eligible to serve a term on the Board commencing this day and expiring December 31, 2024.

Fiscal Impact: None.

Recommended Motion: Approve and sign the attached Order appointing Jacques Ginestar to the Poe Valley Vector Control District Board.

Documents:

[20210616081916.PDF](#)

9. In The Matter Of Appointing James Lindsay And Marla Green To The Veterans Advisory Council. - BOCC

Background: The Veterans Advisory Council has vacancies and has recommended the appointment of the above named individuals who are willing, able and eligible to serve a term on the Council.

Fiscal Impact: None.

Recommended Motion: Approve and sign the attached Order appointing James Lindsay and Marla Green to the Veterans Advisory Council.

Documents:

[06-22-21-BOCC-OR2021- APPOINT LINDSAY, GREEN VETERANS ADVISORY COUNCIL.PDF](#)

10. Licenses

1. In The Matter Of Approving A Recommendation For A New Liquor License For Round Lake Golf & Resort. - 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: Revenue to the General Fund-Commissioners of \$25.00 for each new license.

Recommended Motion: Note for the Record.

Documents:

[06-22-21-BOCC-LIQUOR LICENSE.PDF](#)

11. Other County Business

1. In The Matter Of Adoption Of The Klamath County Ambulance Service Plan. Brandon Fowler - Emergency Management

Background: This update to Klamath County's Ambulance Service Plan is required by the State of Oregon every five years. The current plan was last approved in 2011 and this plan update contains updated language that governs the operation of Ambulance Service Areas in Klamath County. This plan was approved by the Klamath County Ambulance Advisory Committee in its quarterly meeting on June 2, 2021.

Fiscal Impact: Fiscal impact is none.

Recommended Motion: To approve and sign the Klamath County Ambulance Service Plan with the changes recommended by the Emergency Manager. Fiscal impact is none.

Documents:

[BOCC_PACKET_ASP_2021_REV2.PDF](#)

12. Library Service District

1. Adopt A Budget Resolution Within The General Fund Of The

Library Service District. Vickie Noel - Finance

Background: The library received grant money to upgrade the furniture in the public area and to make the library online collection more easily accessible. Budgeted travel expenditures were not spent allowing upgrades to computers and the purchase of additional office equipment to enable staff to do more online training and programming.

Fiscal Impact: No fiscal impact, but a change in expenditure category of \$45,500.00.



Recommended Motion: Approve the budget resolution for fiscal year 2020-21 as outlined in the attached document for changes to the Library Service district general fund, no fiscal impact, but a change in expenditure category of \$45,500.00.

Documents:

[6-22-2021 AGENDA SUMMARY ITEM.PDF](#)

13. Commissioner Reports

14. 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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