



Board of Commissioners Business Meeting Agenda  
November 9, 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)**

[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. Approve Minutes From Last Meeting**

**1. In The Matter Of Approving The Minutes From The November 2, 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:

[11-09-21-BOCC-WEEKLY PROCEEDINGS.PDF](#)

## 5. Prior Approved Items

### 1. In The Matter Of The Approving The City Of Klamath Falls Construction Improvement Agreement - Juvenile

Background: On November 2, 2021, the BOCC approved the City of Klamath Falls Construction Improvement Agreement (CIA) between Klamath County (Juvenile Department) and the City of Klamath Falls. The BOCC approved permission for the Juvenile Director to sign the CIA. The CIA gives assurances that the County, through their bonded contractor, will meet the engineering requirements of the KCR Construction grading project on the grounds of the Klamath County Juvenile Department.

Fiscal Impact: Funds for the KCR Construction grading project are reimbursed to Klamath County from Oregon Lottery bond funds administered by the State of Oregon. There is no fiscal impact.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon approve the City of Klamath Falls Construction Improvement Agreement (CIA) between Klamath County by and through the Juvenile Department and the City of Klamath Falls. The Juvenile Director is authorized to sign the agreement. The Board of Commissioners approved the CIA and approved the Juvenile Director to sign the CIA at the BOCC Administrative meeting on November 2, 2021. Funds for the KCR grading project are reimbursed to Klamath County from Oregon Lottery bond funds administered by the State of Oregon. There is no fiscal impact. The Juvenile Director has permission to sign the CIA.

Documents:

[CIA DOCUMENT BS 11-9-2021.PDF](#)

## 6. Orders

### 1. In The Matter Of Appointing James Pereyra To The Veteran's Advisory Council. - BOCC

**Background:** The Veteran's Advisory Council has a vacancy

and has recommended the above named individual who is willing, able and eligible to serve a term on the Council.

**Fiscal Impact:** None.

**Recommended Motion:** Approve and sign the attached Order appointing James Pereyra to the Veteran's Council.

Documents:

[11-09-21-BOCC-OR2022- APPOINT PEREYRA VETERANS ADV COUNCIL.PDF](#)

## 7. Bids/Awards/Proposals

### 1. In The Matter Of Accepting An Estimate From R&J Mobility For A Wheelchair Lift For A 2021 Dodge Promaster Van. Kathleen Pierce, Veteran Services

**Background:** We recently purchased a 2021 Dodge Promaster Van to do outreach in Klamath County. This is to install a wheelchair lift on the back to make the van wheelchair accessible.

**Fiscal Impact:** \$8,608.75 Expenditure from Veterans Vehicles Other.

**Recommended Motion:** Approve Estimate from R&J Mobility for \$8,608.75. Authorize Director of Veteran Services to sign. Fiscal Impact \$8,608.75.

Documents:

[20211026134818.PDF](#)

### 2. In The Matter Of Requesting Approval To Purchase And Upfit A Used 2018 Dodge Charger For The Patrol Division. - Sheriff's Office, Chris Kaber, Sheriff

**Background:** The Sheriff's Office has negotiated to purchase a 2018 Dodge AWD V8 Charger sedan with VIN# 2C3CDXKT1JH248891. Interceptor King Auto has agreed to sell the vehicle for \$29,500. The

Sheriff is requesting to purchase and upfit the vehicle for an amount not to exceed \$30,000. A bid for upfit has not been requested because our maintenance tech suggests the upfit will be minimal due to the vehicle previously being a patrol vehicle and the Sheriff's Office using equipment from existing patrol vehicles. It is our intent to do the upfit install in-house. DMV fees for undercover plates will be \$137.50.

**Fiscal Impact:** Expense of \$30,000 to be paid from General Fund – Equipment Reserve Fund.

**Recommended Motion:** Approve the Klamath County Sheriff's Office to purchase and upfit a used 2018 Dodge Charger. Authorize the Sheriff to sign for the vehicle. Expense of \$30,000 to be paid from General Fund – Equipment Reserve Fund.

Documents:

[BOCC AGENDA ITEM- USED 2018 DODGE CHARGER.PDF](#)

## 8. Ordinances

### 1. In The Matter Of Adopting Ordinance 44.159 Approving A Zone Change From Rural Residential - 5 Acre Lot Minimum To Rural Residential 2 Acre Lot Minimum. Map No. R-2309-01300 Tax Lots: 00202. Erik Nobel, Planning Department

**Background:** The property owner, Jefferey Martinez, submitted an application for a Zone Change from Rural Residential – 5 acre lot minimum to Rural Residential 2 acre lot minimum. Per Klamath County Land Development Code Article 47.020 Review Procedure a zone change application is processed in accordance to the Hearing Officer Review Procedures (Article 24). As stated in Article 24.020(E) in the absence of a hearing officer, Planning Commission may serve as the Hearing Officer.

On September 28, 2021 a public hearing was held where the staff report was given and public testimony was taken. After considering all of the evidence and testimony, Planning Commission unanimously adopted the following findings:

1. The Klamath County Planning Commissions finds that proper legal notice was sent to the applicant,

adjacent property owners, and media on September 1, 2021.

2. The Klamath County Planning Commissions finds the subject property is zoned Rural Residential with a 5-acre lot minimum (R5).
3. The Klamath County Planning Commissions finds in the immediate area surrounding the subject property the properties are under 5 acres in size, but larger than 2 acres.
4. The Klamath County Planning Commissions finds the creation of 2 acre lots would disrupt the development pattern of the immediate area.
5. The Klamath County Planning Commissions finds placing an overlay on the zone change restricting the size of the any future lots or parcels to a maximum size of 4.5 acres and minimum size 4 acres fits the development pattern.

The Planning Commission then unanimously passed a motion instructing the Klamath County Planning Director to draft for signing by the Board of County Commissioners an ordinance amending the Klamath County Zoning Map to reflect the zone change of Rural Residential (R5) to Rural Residential (R2) with overlay restricting the size of the any future lots or parcel to a maximum size of 4.5 acres and minimum size 4 acres.

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

**Recommended Motion:** A motion to approve the signing of Ordinance 44.159. There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET - ORD 44.159.PDF](#)

## 9. Agreements

### 1. In The Matter Of Approving And Signing Klamath County Economic Development Grant Agreements For The Fall, 2021 Cycle – Vickie Noel, Finance

**Background:** The Economic Development Advisory Committee met on October 8, 2021 to review and recommend grant applications to the Board of County Commissioners (BOCC) for funding. The BOCC reviewed the recommendations and approved funding to grant recipients at the October 12th Work Session as detailed below:

Viowiess Co.	\$21,164
Klamath Youth Baseball & Softball	\$28,836

All grant submission requirements have been satisfied and the contracts are complete and signed by grantees.

**Fiscal Impact:** Expenditure of \$50,000.00 from the Economic Development Grant Fund.

**Recommended Motion:** Approve and sign the Klamath County Economic Development Grant agreements. Fiscal impact of \$50,000.00 expenditure from the Economic Development Grant Fund.

Documents:

[2021 EDAC BOCC AGENDA ITEM SUMMARY PAGE FALL 2021.PDF](#)

### 2. In The Matter Of Approving And Signing Klamath County Tourism Grant Agreements For The Fall, 2021 Cycle. Vickie Noel - Finance

**Background:** The Tourism Grant Review Panel met on October 7, 2021 to review and recommend grant applications to the Board of County Commissioners (BOCC) for funding. The BOCC reviewed the recommendations and approved funding to grant recipients at a public meeting held on October 12, 2021, as detailed below:

Winter Wings Festival	\$ 9,322.00
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Big Spring Park and Recreation District	2,999.00
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Crater Lake Zipline, LLC	21,322.59
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Klamath Trails Alliance	20,000.00
Kruise of Klamath	10,000.00
Malin Service Club	6,800.00
Impressions Design and Marketing Inc.	
24,556.41	
Steen Sports Park	20,000.00

The grantees have satisfied all grant submission requirements and the contracts are complete and signed.

**Fiscal Impact:** Expenditure of \$115,000.00 from the Tourism Competitive Grant Fund.

**Recommended Motion:** Approve and sign the Klamath County Tourism Grant agreements with above recipients. Fiscal impact of \$115,000.00 expenditure from the Tourism Competitive Grant Fund.

Documents:

[2021 FALL BOCC AGENDA ITEM SUMMARY TOURISM.PDF](#)

**3. In The Matter Of Approval Of Amendment 1 To Agreement 156-21 Between The State Of Oregon Acting By And Through Its Department Of Environmental Quality (DEQ) And Klamath County. - Jennifer Little, Public Health**

**Background:** In May of 2021, Klamath County Public Health (KCPH) received board approval to enter into agreement 156-21 with Department of Environmental Quality for the Targeted Airshed Grant Program. Upon beginning the work with South Central Economic Development District, it was determined that \$5000 per changeout is insufficient to cover all costs of the changeout. Rather than passing costs onto the participant, DEQ approved the increase of an additional \$1000 for each project, subsequently decreasing the total amount of changeouts performed. The project agreement remains effective through

November 30, 2025.

**Fiscal Impact:** No fiscal impact.

**Recommended Motion:** Move to approve amendment 1 to Agreement 156-21 between the State of Oregon acting by and through its Department of Environmental Quality (DEQ) and Klamath County. No fiscal impact. Authorize department head to sign.

Documents:

[TAG DEQ AMENDMENT.PDF](#)

**4. In The Matter Of Approval Of Amendment 1 To The Intergovernmental Agreement Between South Central Oregon Economic Development District (SCOEDD) And Klamath County Public Health. - Jennifer Little, Public Health**

**Background:** In July 2021 Klamath County Public Health (KCPH) entered into an intergovernmental agreement with SCOEDD to conduct 144 woodstove changeouts and 125 weatherization projects for the Targeted Airshed Grant. After beginning the project, SCOEDD notified KCPH that costs have risen for these projects and \$5000 was not sufficient for each woodstove changeout. They requested the maximum allocation to be \$6000, which was approved by Department of Environmental Quality. With the increased maximum dollar amount the total number of changeouts will be decreased to a minimum of 120. All other elements of the agreement remain the same.

**Fiscal Impact:** No fiscal impact.

**Recommended Motion:** Move to approve Amendment 1 to the Intergovernmental Agreement between South Central Oregon Economic Development District (SCOEDD) and Klamath County Public Health. No fiscal impact. Authorize department head to sign.

Documents:

[11-02-21-PH-AMDNT 1 SCOEDD IGA.PDF](#)

**5. In The Matter Of Approving A Medication Education And Disposal System Between The MED-Project And Klamath County Public Health – Jennifer Little, Public Health**

**Background:** This agreement provides Klamath County Public Health to become a MED-Project mail-back site location. A mail-back location will provide pre-paid, pre-addressed mail-back envelopes for the collection and disposal of unused prescription medication. No medication disposal happens on site, only the



distribution of MED-Project approved envelopes. This work is being completed as part of the PE 62 OD prevention workplan.

**Fiscal Impact:** No fiscal impact

**Recommended Motion:** Move to approve the medication education and mail-back disposal system between the MED-Project and Klamath County Public Health. Authorize department head to sign.

Documents:

[MED PROJECT.PDF](#)

**6. In The Matter Of Execution Of Agreement #73000-00003260 Between The State Of Oregon Acting By And Through Its Department Of Transportation (ODOT) And Klamath County (County) For Access To County Maintained Public Roads In Order To Construct ADA Ramp And Sidewalk Upgrades. Jeremy Morris, Public Works**

**Background:** ODOT's Central Oregon Curb Ramps Project consists of designing and constructing curb ramps to meet compliance with ADA standards at various locations in the City of Klamath Falls, the City of Merrill and Klamath County. This agreement will allow ODOT access to County maintained public roads as identified on the table and map attached and labeled Exhibit A. ODOT is responsible for all costs associated with construction and installation of the Project.

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

**Recommended Motion:** Board approve and execute Agreement #73000-00003260 between the State of Oregon acting by and through its Department of Transportation (ODOT) and Klamath County (County) for access to County maintained public roads in order to construct ADA Ramp and Sidewalk upgrades. Fiscal Impact is none.

Documents:

**7. In The Matter Of The Board Approving Amendment #1 Of The Contract Between Klamath County And Allied Waste Transfer Services Of Oregon, LLC., Dba Republic Services Of Oregon ("Republic") For Providing Drop Boxes And Hauling For Crescent Transfer Station. Tom Crist, CDD Solid Waste**

**Background:** Allied Waste Transfer Services of Oregon, LLC dba Republic Services of Oregon (“Republic”) currently provides (5) 50 cubic yard capacity steel drop boxes with mesh type lids at the Crescent Transfer Station, for the purposes of disposal. Upon request from the County, Republic hauls the boxes from the Crescent Transfer Station to the Chemult Landfill. This renewal extends the term an additional (5) years through November 30, 2026 and can be renewed for one (1) additional five-year term, and includes future service fee increases if approved by the Board of Commissioners limited to one time annually.

**Fiscal Impact:** Estimated expenditure \$20,000 annually from Solid Waste budget.

**Recommended Motion:** Board approval of Amendment #1 of the Contract between Klamath County and Allied Waste Transfer Services of Oregon, LLC dba Republic Services of Oregon (“Republic”). This Amendment extends the term an additional (5) years through November 30, 2026 and can be renewed for one (1) additional five-year term, and includes future service fee increases if approved by the BOCC limited to one time annually. Fiscal Impact is approximately \$20,000 annually from the Solid Waste budget.

Documents:

[CDD AGENDA AMENDMENT NO 1 -REPUBLIC HAULING CONTRACT RENEWAL.PDF](#)

**8. In The Matter Of The Board Approving Amendment #3 To The Franchise Agreement Between Klamath County And Allied Waste Transfer Services Of Oregon, LLC., Dba Republic**

## **Services Of Oregon ("Republic") For Collection And Transport Of Solid Waste And Recyclables. Tom Crist, CDD Solid Waste**

**Background:** Allied Waste Transfer Services of Oregon, LLC dba Republic Services of Oregon ("Republic") is the current franchisee for the collection and transport of Solid Waste and Recyclables for areas within the North County franchise area. This renewal extends the term an additional (5) years through November 30, 2026 and can be renewed for one (1) additional five-year term.

**Fiscal Impact:** Estimated revenue \$24,000 annually split 3% Recycling budget, and 2% Code Enforcement budget.

**Recommended Motion:** Board approval of Amendment #3 of the Franchise Agreement between Klamath County and Allied Waste Transfer Services of Oregon, LLC dba Republic Services of Oregon ("Republic"). This Amendment extends the term an additional (5) years through November 30, 2026 and can be renewed for one (1) additional five-year term. Fiscal Impact estimated revenue \$24,000 annually split 3% Recycling budget, and 2% Code Enforcement budget.

Documents:

[CDD AGENDA AMENDMENT NO 3 - REPUBLIC FRANCHISE RENEWAL.PDF](#)

## **9. In The Matter Of Approving A Grant Agreement With The State Of Oregon, Oregon Military Department, Office Of Emergency Management - Sheriff's Office, Emergency Management**

**Background:** This project provides additional funding for Klamath County Sheriff's Office, Emergency Management Division to develop, organize, and complete exercises and training. These programs will be working with Fire, EMS, Law Enforcement, and other community stakeholders on various exercises and trainings that will improve our ability to respond to and recover from various emergencies and disasters.

**Fiscal Impact:** This multi-year grant provides funding in the

amount of \$43,928.00 into General Fund Sheriff's Office Emergency Management with zero dollars in match required.

Recommended Motion: To approve and authorize the Sheriff to sign a grant agreement with the State of Oregon, Oregon Military Department, Office of Emergency Management. Fiscal impact is \$43,928.00 in grant revenue into General Fund Sheriff's Office Emergency Management.

Documents:

[BOCC\\_PACKET\\_SHSP\\_2021\\_REV1.PDF](#)

## 10. Licenses

### 1. In The Matter Of Approving A Recommendation For A New Liquor License For Chicken N Cheers And Hatchet Haus. - 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:

[11-09-21-BOCC-LIQUOR LICENSE.PDF](#)

## 11. Other County Business

### 1. Approve Cash Policy Manual For Klamath County. Vickie Noel - Treasurer

**Background:** The prior Cash Policy Manual was not finalized and therefore, not presented to the Board for adoption. This Cash Policy Manual is ready for adoption and to be used throughout the County as a reference to any employee who handles cash. Cash policies are important to help create internal controls within departments and prevent mishandling that can

lead to fraud. This policy was reviewed by the Administrative Advisory Committee on October 14, 2021 and approved for presentation to the Board.

**Fiscal Impact:** None



**Recommended Motion:** Motion to approve the Cash Policy Manual for Klamath County employees. There is no fiscal impact.

Documents:

[11-9-2021 CASH POLICY BOCC AGENDA ITEM SUMMARY PAGE.PDF](#)

## 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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