



Board of Commissioners Business Meeting Agenda  
April 27, 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. Agenda Deletions/Additions**

**5. Approve Minutes From Last Meeting**

**1. In The Matter Of Approving The Minutes From The April 20, 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 Applying For Phase 2/Construction Of The Community Development Block Grant From Business Oregon For The Bly Water And Sanitary District Project. - BOCC

**Background:** Klamath County is currently wrapping up phase 1/design and engineering of the Community Development Block Grant from Business Oregon for the Bly Water and Sanitary District Project. This application is to apply for phase 2/construction of the same project.

**Fiscal Impact:** Potential grant revenue of \$2.2 million if awarded.

**Recommended Motion:** Motion to apply for phase 2/Construction of the Community Development Block Grant from Business Oregon for the Bly Water and Sanitary District Project was approved at the January 5, 2021 public meeting. Fiscal Impact: Potential grant revenue of \$2.2 million if awarded.

Documents:

[GRANT APPLICATION SUMMARY PAGE.PDF](#)

## 7. Proclamations/Presentations

### 1. In The Matter Of Proclaiming The Month Of May 2021 As Community Action Month In Klamath County Oregon. - BOCC

**Background:** Read Proclamation

**Fiscal Impact:** None

Documents:

[20210420145320.PDF](#)

### 2. In The Matter Of Proclaiming The Week Of April 25th Through May 1st 2021, As "Arbor Week" In Klamath County, Oregon. - BOCC

**Fiscal Impact:** None

**Recommended Motion:** Read Proclamation

Documents:

[20210414163747.PDF](#)

**3. In The Matter Of Proclaiming April 25th To May 22nd, 2021 As Vaccine Awareness Month In Klamath County Oregon. - BOCC**

**Background:** Read the attached Proclamation.

**Fiscal Impact:** None

**Recommended Motion:** None

Documents:

[04-27-21-BOCC-PROCLAMATION VACCINE AWARENESS MONTH.PDF](#)

## **8. Public Hearings**

**1. TIME CERTAIN: 8:45am In The Matter Of Holding The First Hearing On Proposed Ordinance 21.08-BOCC**

**Background:** The proposed revisions will not require a licensee to obtain a license from OLCC if there is no alcohol to be permitted on the premises at any time. The proposed Ordinance is attached for review.

**Fiscal Impact:** Publication costs to the Herald and News for the hearings - \$131.99

**Recommended Motion:** Hold the first hearing for discussion and the taking of public testimony (if any) on the proposed Ordinance. The second and final hearing is scheduled for May 11, 2021 @8:45. Fiscal impact: Publication costs to the Herald and News for the hearings - \$131.99.

Documents:

[ORD. 21.08 - 1ST HRG.PDF](#)

**2. TIME CERTAIN: 8:50am In The Matter Of Holding A Public Hearing On Proposed Supplemental Budget Resolutions For Klamath County Budget For Fiscal Year 2020-2021. Vickie Noel - Finance**

**Background:** The purpose of the hearing is to discuss the proposed supplemental budget resolutions for Klamath County's budget for the fiscal year 2020-2021 as advertised. Time certain

8:50 am.

**Fiscal Impact:** \$395.16 Expenditure to the Finance budget for advertising costs.

**Recommended Motion:** Hold the hearing on the proposed supplemental budget of Klamath County for fiscal year 2020-2021. Fiscal Impact is \$395.16 expenditure to the Finance budget.

Documents:

[4-21-2021 NOEL-34-91035-1.PDF](#)

## **2.1. In The Matter Of Adopting A Supplemental Budget Within The COVID19 Pandemic Grants, Commissioner Miscellaneous Grant Fund, And General Fund Non-Dept. Vickie Noel - Finance**

**Background:** The original budget for the COVID Child Care Project included parent revenues and personnel costs that were assumed by a local child care agency. This supplemental budget adjusts that budget and the budget in the Commissioner's Misc Grant fund related to that project and CARES Act funds to reflect closer to actual revenues and expenses. This resolution also budgets the revenues expected to be received from the American Rescue Plan in May 2021 and admin fees for the Wolf Depredation Grant.

**Fiscal Impact:** \$5,040,600.00 Revenue and expenditure increase to the COVID19 Pandemic Grant Fund, \$2,183,200 revenue and expenditure increase to the Commissioners Miscellaneous Grant Fund and no fiscal impact in the General Fund Non-Dept, but movement of \$2,100.00 from Operating Contingency to Transfers.

**Recommended Motion:** Approve the supplemental budget for fiscal year 2020-21 as outlined in the attached document updating the COVID19 Pandemic Grant Fund, Commissioner Miscellaneous Grant Fund and General Fund Non-Dept. Fiscal Impact is \$5,040,600.00 Revenue and expenditure increase to the COVID19 Pandemic Grant Fund, \$2,183,200 revenue and expenditure increase to the Commissioners Miscellaneous Grant Fund and no fiscal impact in the General Fund Non-Dept, but movement of \$2,100.00 from Operating Contingency to Transfers.

Documents:

[4-27-2021 BOCC SUPP BUDGET.PDF](#)

**2.2. In The Matter Of The Adoption Of A Supplemental Budget Within The Internal Services Fund – Information Technology (IT) Department. Vickie Noel - Finance**

**Background:** The IT department incurred significant expenses due to the COVID 19 pandemic and has been reimbursed for those expenses. This budget resolution recognizes those revenues and expenses as well as the expenses related to a 2% cost of living increase in the 2020-21 year that was not originally budgeted.

**Fiscal Impact:** \$430,840.00 increase in revenues and expenditures in the Internal Services – IT fund.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the Supplemental budget for fiscal year 2020-21 as outlined in the attached documents for changes to the Internal Service – IT fund. Fiscal impact is a \$430,840.00 increase in revenues and expenditures.

Documents:

[4-27-2021 BOCC SUPP BUDGET IT.PDF](#)

**2.3. In The Matter Of The Adoption Of A Supplemental Budget Within The Veterans Service Fund. Vickie Noel - Finance**

**Background:** The Veterans fund beginning fund balance was budgeted significantly lower than the actual amount. This resolution increases the beginning fund balance and creates a capital outlay for the purchase of a new van. The Veterans Office employees will be traveling to veterans to allow them to obtain services instead of requiring the veterans living in outlying areas to come to Klamath Falls.

**Fiscal Impact:** \$100,000.00 increase in revenues and expenditures in the Veterans Service Fund.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the Supplemental budget for fiscal year 2020-21 as outlined in the attached documents for changes to the Veterans Service Fund.

Documents:

[4-27-2021 VETS SUPP BUDGET.PDF](#)

## 9. Budget Resolutions

### 1. In The Matter Of The Adoption Of A Budget Resolution Within The District Attorney Special Revenue Fund And The General Fund – District Attorney’s Office. Vickie Noel - Finance

**Background:** The Drug Court grant the County receives from the State of Oregon covers the personnel expenditures of a .25 FTE Deputy District Attorney. The carryover from the 2019-20 fiscal year in the special revenue fund as well as revenues in the current year to cover that expense were not previously budgeted as a transfer to the General fund DA’s budget. This budget resolution remedies that oversight.

**Fiscal Impact:** \$60,000.00 transfer between District Attorney Special Revenue Fund and General Fund – District Attorney’s Office.

**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 District Attorney Special Revenue Fund and the General Fund – District Attorney’s Office. The fiscal impact is \$60,000.00 transfer between the District Attorney Special Revenue Fund and the General Fund – District Attorney’s Office.

Documents:

[BUDGET RESOLUTION .25 FTE DDA.PDF](#)

### 2. In The Matter Of The Adoption Of A Budget Resolution Within The Mental Health – Developmental Disabilities Fund. Vickie Noel - Finance

**Background:** A part-time temporary position has been hired for scanning documents in order to allow the department to go paperless. The cost of living adjustment of 2% for the 2021 fiscal year was not budgeted and is not able to be absorbed in personnel savings. The resolution also adjusts funds to accommodate some material and service expenditures such as furniture, equipment and computer equipment due to staffing growth.

**Fiscal Impact:** \$171,316.00 increase in both revenues and expenditures within the Developmental Disabilities 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 for changes to the Mental Health – Developmental Disabilities Fund. Fiscal impact is \$171,316.00 increase in both revenues and expenditures.

Documents:

[4-27-2021 BOCC BUDGET RESOLUTION DDS.PDF](#)

## 10. Orders

### 1. In The Matter Of Appointing Rowe “Chip” Kinney To The Yonna Woods Special Road District Board. - BOCC

**Background:** The Yonna Woods Special Road District Board has a vacancy and has recommended the appointment of the above named individual who is willing, able and eligible to serve a term on the Board commencing this day and expiring December 31, 2021.

**Fiscal Impact:** None.

**Recommended Motion:** Approve and sign the attached Order appointing Rowe “Chip” Kinney to the Yonna Woods Special Road District Board.

Documents:

[04-27-21-BOCC-OR2021 APPOINT KINNEY YONNA WOODS ROAD DIST.PDF](#)

## 11. Agreements

### 1. In The Matter Of An Agreement Between Klamath County Public Works And The City Of Malin For Chip Sealing Services. Jeremy Morris, Public Works

**Background:** The City of Malin has requested assistance with street maintenance. During the Board of County Commissioners regular work Session on January 27, 2021, Klamath County has agreed to contribute up to 50% of the funding over the SCA grant of \$100,000.00 the City of Malin will receive by utilizing in-kind labor, equipment and materials. The attached agreement allows Klamath County Public Works to perform chip seals, crack seal and fog seal to the City of Malin and for Klamath County.

**Fiscal Impact:** \$198,000.00 gross expenditure to the Road Operating Fund with a reimbursement of up to \$149,000.00. Net expenditure from Klamath County is capped at \$49,000.00.

**Recommended Motion:** Board to approve and execute, and authorize Public Works Director to sign the Agreement between Klamath County Public Works and the City of Malin for Chip Sealing Services. Fiscal Impact to the Road Operating Fund will be \$198,000.00 expenditure with a reimbursement of up to \$149,000.00.

Documents:

[2021 CITY OF MALIN CHIP SEAL.PDF](#)

**2. In The Matter Of Approval Of The Intergovernmental Agreement With Oregon Judicial Department (OJD) To Remodel The First Floor Courts Office Area Of The Courthouse. Glen Gregory, Maintenance**

**Background:** The OJD has received funding of \$127,377 to remodel the first floor Courts office area of the Courthouse. The County will be obligated to pay the contractor with reimbursement of \$127,377 from the OJD.

**Fiscal Impact:** Fiscal Impact is \$127,377 revenue to the Facilities Service fund.

**Recommended Motion:** Approve and authorize the chair to sign the intergovernmental agreement with the Oregon Judicial Department for reimbursement of the Courthouse first floor office area remodel in the amount of \$127,377.

Documents:

[OJDCHREMODEL4-14-21.PDF](#)

**3. In The Matter Of Approving A Rental Agreement Between Crescent Community Club And Klamath County Public Health– Jennifer Little, Public Health**

**Background:** During the COVID-19 response, it is essential that Klamath County Public Health (KCPH) ensures vaccine accessibility for community members throughout Klamath County. KCPH will be hosting a COVID vaccination event in Crescent at the Crescent Community Club (CCC) on May 1, 2021 to serve the citizens of north county. There will be a follow up event to administer second doses on May 22, 2021. CCC is providing the space free of charge. They still have the \$100 refundable security deposit on file from the first event in March.

**Fiscal Impact:** None.

**Recommended Motion:** Move to approve the rental agreement between Klamath County Public Health and Crescent Community Club. Authorize department head to sign.

Documents:

[CCC RENTAL APP ROUND 2.PDF](#)

**4. In The Matter Of Approving An Agreement With Mary Baker**



## **Consulting To Perform Grant Administrative Services. - BOCC**

**Background:** Klamath County is applying for phase 2/construction of the Community Development Block Grant (CDBG) through Business Oregon. The County will receive “extra” points if an agreement is executed prior to submission of the application. OAR 137-048-0200 allows for Direct Appointment with Consultant Mary Barker.

**Fiscal Impact:** Expenditure not to exceed \$55,000.00 from the Commissioners Misc. Grant Fund

**Recommended Motion:** Approve and authorize Chair to sign agreement with Mary Baker Consulting to perform Grant administrative services for phase 2/construction for the Community Development Block Grant from Business Oregon for the Bly Water & Sanitary District project. Agreement includes lower insurance limits than County requirements, same limits as prior agreement signed with Mary Baker on April 28, 2020. Fiscal Impact: Expenditure not to exceed \$55,000.00 from the Commissioners Misc. Grant Fund

Documents:

[14286.PDF](#)

## **5. In The Matter Of Approving An Intergovernmental Agreement With The State Of Oregon, Office Of The State Chief Information Officer. Brandon Fowler KCSO-EM**

**Background:** The OR-ALERT program is an Emergency Alerts and Warnings system that the State of Oregon funds for various state agencies for which county emergency management agencies can participate with no additional cost to the county. Currently Klamath County pays an annual fee for an alerts and warnings system that will no longer be needed.

**Fiscal Impact:** None

**Recommended Motion:** To approve and authorize the Board Chair to sign an Intergovernmental Agreement with the State of Oregon Office of the State Chief Information Officer for Klamath County to participate and use the OR-ALERT system for Emergency Notifications. Fiscal Impact: None

Documents:

[14252.PDF](#)

## **6. In The Matter Of Approving And Signing A Contract Between Community Corrections And Northwest Quality Roofing. Aaron Hartman, Community Corrections**

**Background:** Klamath County applied for and has been awarded a grant from Oregon Community Foundation in order to

purchase Oregon Motel 8 under the grant name, Project Homefront. A portion of the grant award is subject to a hold back in order to fund repairs necessary to prepare the property for occupancy. All repairs must be completed and all grant holdback amounts fully distributed by June 30th, 2021. Any grant holdback amount remaining at June 30th, 2021 will be forfeited.

Klamath County issued a bid for roof repairs recommended by the OCF's property inspection report and accepted the bid from Northwest Quality Roofing, LLC. This contract outlines the work stipulated in the bid. OCF will pay Northwest Quality Roofing directly upon completion of the project.

**Fiscal Impact:** No fiscal impact to the county.

**Recommended Motion:** Motion to approve and sign a contract between Community Corrections and Northwest Quality Roofing for roof repairs on Project Homefront and allow Aaron Hartman to sign. Fiscal Impact: No fiscal impact to the county.

Documents:

[04192021 NWQUALITY ROOF CONTRACT DOCUMENTS.PDF](#)

## 12. Licenses

### 1. In The Matter Of Approving A Recommendation For New Liquor License For Fast Break River Market. - 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:

[04-27-21-BOCC-LIQUOR LICENSE.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.

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