



Board of Commissioners' Administrative Meeting
February 16, 2021 ~ 1:00pm ~ Room 214

2/16/2021 - Minutes

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To www.klamathcounty.org

2. Call To Order & Those Present

Commissioner Boyd, Commissioner Morris, Commissioner DeGroot; Haley Huffman / Admin Staff; Tom Crist, Stephanie Brown / CDD; Todd Kepple / Museum; Eric Nelson / Museum Advisory Board; Myles Maxey / Developmental Disabilities; Jeremy Morris, Todd Pfeiffer / Public Works; Rick Vaughn / Tax Collector, Property Sales; Aaron Hartman / Community Corrections; Jessica Chastain / Information Technology.

3. Approve Minutes From Last Meeting

Approved

4. Jessica Chastain - Information Technology

1. Paperless Discussion

Jessica Chastain addresses the Board regarding paperless requirements and costs. In talking with Stephanie, it will be about \$40,000.00 for departments who can't scan everything in themselves to hire temporary workers to do the scanning. They are also looking at doing the same system as Community Corrections and that is \$37.02 per user per month to be able to scan into the system and for inquiry purposes it is \$18.56 per user per month so there are some cost considerations to take in to account. Commissioner DeGroot said, my thought is to go ahead and build it in to the budgets and then we can look at it during the budget workshops so we can see the whole picture.

Commissioner Boyd asks, can we put it in as a separate item, a footnote or something to call out that cost specifically? Stephanie Brown said, I made a note to the side of the line item that the costs are for temporary help and also for the software cost. The Board was in agreement for departments to include the costs to go paperless in their budgets for review in the budget workshops next month making sure to note those specific costs.

5. Todd Kepple - Museum

1. Museum Update

Todd Kepple addresses the Board. We have three pockets of money, one of them is a reserve fund, and I'm starting to feel like we should put some of it to

work. The last couple years, we've had more carryover than expected. We've been thinking about the acquisition of property, one of them being the lot next to the building at Fort Klamath. Commissioner Morris said, I feel strongly about taking care of what you've got before you get bigger so my thought is instead of making additional acquisitions it might be better to invest in the Baldwin. Mr. Kepple said, the Advisory Board is open to both of my suggestions and hadn't heard Commissioner Morris'. Eric Nelson said as far as fixing up the Baldwin, maybe it's not an either or maybe we can do both. Commissioner DeGroot said, I like the idea of fixing up the outside of the Baldwin. I'd be interested to know costs. Commissioner Boyd said, I agree with your comment about taking care of the assets we have and maybe it isn't an either or. The Baldwin Hotel with a total refurb on the front won't change the look of it much because it's a historical building. Commissioner Morris said, there are things we need to do on the inside, there's been talk about a ramp and a park next door. There are things we need to do there. Mr. Kepple said, the next priority on the list is a ventilation system, it's not an enormous cost, about \$40,000 and it's one the Museum Foundation could pick up in the next year or two. Commissioner DeGroot asks, how is the sidewalk project at the Museum. Mr. Kepple said, bids are will be coming due March 4th. Commissioner DeGroot said, I don't want to discount the benefit of having a reserve fund in case something does happen. Mr. Kepple asks, would the Board be in support of us reaching out to the landowner at Fort Klamath to see if they are at all interested. The Board agreed by consensus that they were in support of Mr. Kepple reaching out to the landowner and gathering more information.

6. Myles Maxey - Developmental Disabilities

1. Office Space Discussion Continued

Commissioner Morris said, reminding the Board we've been talking for a couple weeks now about both short term and long term needs for the DD department. Myles has an employee who needs an office and he's come up with a new proposal for us. Myles Maxey said, I met with a member of the maintenance team to discuss what we could do to continue to maintain the downstairs conference room without losing space and the best option is to essentially split it in half to create three offices, one for the deputy director and two for the staff the deputy director supervises. This would also allow for offices to shift upstairs and create another conference room. Commissioner DeGroot said, that is a good next step, I'd like to see costs. Glen Gregory said, I'd also like to look at fire codes etc. The Board agreed for Mr. Maxey to proceed with the next step being Glen's exploration and bring this back to the Board once that has been completed.

7. Tom Crist - Solid Waste: Review Klamath Works MOU Details

Commissioner DeGroot said, an MOU was drafted and sent to Klamath Works. They've asked for some revisions and we are still doing some back and forth, we have a little bit of work left to do before we bring a final copy back to the Board.

8. Rick Vaughn - Tax Collector/Property Manager

1. Letter Of Support For The City Of Chiloquin's Brownfield Application Markwardt Building

Rick Vaughn addresses the Board. The City of Chiloquin is looking for a Brownfield grant to do an assessment on the Markwardt/Train Museum building and they requested a letter of support from the Board. Commissioner DeGroot motions to sign the letter of support. Commissioner Morris seconds. Unanimous vote. Approved.

2. Authorization To Sign For Oregon 8 Motel Property

Rick Vaughn addresses the Board regarding Project Homefront. The title reports are done and the escrow account is setup, we are waiting on funding from the Oregon Community Foundation. Amerititle asked to have authorization on who would be approved to sign. Aaron Hartman said, we are in due diligence now. The appraisal should happen the first part of next week. Commissioner DeGroot motions to authorize Rick Vaughn for the authorized signor for paperwork at Amerititle in relationship to Project Homefront pending the outcome and review by the Board of the inspections and appraisal. Commissioner Morris seconds. Commissioner Boyd said, I'm still against buying this hotel. I think it's going against the original project. The intent was supposed to be for people displaced by fire. In my opinion, that has never been the intent of Klamath County, to be frank. It's always been to be used as relocation or for transitional housing or for quarantining citizens of Klamath County. We don't have people displaced by fire today that I know of and I think we should be looking at what the original intent of the money given to the Oregon Community Foundation by the State government and so I want to make sure people know I am not in support of buying this hotel. Mr. Vaughn said, the Oregon Community Foundation is 100% clear on what our intents were. Mr. Hartman said we've have very open discussions with them about whether there is an ongoing need for COVID isolation or an ongoing need for 242 fire, those have been discussed, but also our secondary plan which was at some point to transition them to space for people on parole and probation plus other homeless events that occur in the county whether that be mental health, veterans or other. I made that perfectly clear in all my discussions that it covers a myriad of ground. Commissioner DeGroot said, right and I think that goes back to the original intent of the legislation. Some counties were prioritized because they were fire affected but that doesn't change the initial intent of what those dollars were directed by the legislation were for which was to address homelessness and provide temporary housing which I think is right in line with what we intend to do. Commissioner Boyd said, I don't want anyone to think that I was implying we haven't been straight forward with the Oregon Community Foundation because I believe we have. I still do not believe that us buying that to put transitional housing in there and using it for quarantine and other things meets the intent of the original gift to the Oregon Community Foundation and that's why I'm against it. Commissioner Morris and Commissioner DeGroot vote in favor. Commissioner Boyd votes opposed. Approved.

9. Jeremy Morris - Public Works

1. Temporary Use Permit And Liability Waiver Wilsonart

Commissioner Morris motions to authorize the Board to sign off, after Wilsonart, on the temporary use permit and liability waiver related to use of storage at Klamath County Public Works. Commissioner DeGroot seconded. Unanimous vote. Approved.

2. Addressing Fee Discussion

Item tabled to next week.

3. Driveway Permit Fee Discussion

Item tabled to next week.

4. Eagle Ridge Road Old Alignment - Vacation Process

Commissioner Boyd said, we don't have a map to show this but there is a tunnel underneath 140 where they move their cattle from one side to the other. During that process the current owner of Eagle Ridge Ranch gave the right of way to ODOT and that has never been vacated and given back to the current owners and I think we need to continue on with that process and give it back to him since he gave the right of way so the State could build the new part of the road. The original intent was to give it back. Commissioner DeGroot asks, do you know from ODOT if there was an exchange of dollars? Commissioner Boyd said, it was one for one I believe. Commissioner DeGroot said, well then that's just completing the process. Commissioner Morris asks, so are we in agreement that this is ok? The Board agreed. Commissioner Morris said so we don't even need to tackle this next week.

10. BOCC

1. Review Commissioner Budget Message For Approval

Commissioner Morris said, it's my understanding from staff that all Commissioners have reviewed our budget message and added feedback to this year's budget message. The Board agreed by consensus that the budget message is approved as presented.

2. Letter Of Support For 2021 COVID-19 Relief Funding

Commissioner Morris motions to sign the letters of support. Commissioner DeGroot seconds. Unanimous vote. Approved.

3. Add County Logo To Letter Of Support For Statewide Tobacco Retail Licensure System

Commissioner Morris explains this is to support the State's effort for statewide TRL. Commissioner DeGroot said, my only question is does this statewide program impact our ability to keep our program local. Commissioner Morris said, no. Commissioner Morris motions to allow Klamath County to be shown in support of the State's TRL effort. Commissioner DeGroot seconds.

Unanimous vote. Approved.

11. Other County Business

Enterprise Zone / Wilsonart - Commissioner Boyd said, after having a couple of conversations, a large percentage of the original tax assessment was based on real property. The original number given to us was based 100% on real property and the reality is, it's not. Since real property and personal property are taxed at two different values, I believe this is a fair tax assessment or community assessment charge for Wilsonart and for Klamath County. Commissioner Boyd thanked Commissioner DeGroot for negotiating this. He said, year one is \$75,000 and we're looking at splitting that half between the City and the County. We need to look at where that money goes and how it's applied into our overall budget. We don't need to have that discussion today. He said, I think Wilsonart is being extremely good community partners and I'm glad they're here. Commissioner Morris motions to sign the proposal for community service fees as outlined in the memo. Commissioner Boyd seconds. Unanimous vote. Approved.

12. Adjournment

1:42pm

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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