



## Board of Commissioners' Administrative Meeting June 22, 2021 ~ 1:00pm ~ Room 214

6/22/2021 - Minutes

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [Www.klamathcounty.org](http://www.klamathcounty.org)**

**2. Call To Order & Those Present**

Commissioner Boyd, Commissioner Morris, Commissioner DeGroot; Haley Huffman / Admin Staff; Bill Gilmore / Great Basin Insurance; Leslie Barlow-Hunter / Contracts, Risk Management; Vickie Noel / Finance; Jeremy Morris / Public Works; Amanda Van Riper / Human Resources; Jessica Chastain / Information Technology; Myles Maxey / Developmental Disabilities; Rick Vaughn / Tax Collector, Property Sales.

**3. Approve Minutes From Last Meeting**

Approved.

**4. Bill Gillmore & Leslie Barlow-Hunter - Insurance Renewals**

Bill Gilmore addresses the Board. We have three renewals coming up on July 31st, SAIF Worker's Comp. He suggests continuing. The Board was in agreement. The cyber liability is up for renewal. The premium went up a little bit. Mr. Gilmore recommends staying with HDI. The Board was in agreement. The CIS policy is up for renewal. We had appraisals completed which added about 8 million in value. We also added the transition center and a demolition derby at the Fairgrounds. We established new parameters for vehicles, anything less than \$25,000 will be automatically added to liability and anything over \$25,000 will have full coverage. Commissioner Boyd questions the building value increase of 5.62%. Mr. Gilmore said the appraisal company evaluates the current market value and what it would cost to rebuild the building. Commissioner Boyd questions the furniture costs. Mr. Gilmore confirms, that is the cost to replace the furniture. Commissioner Boyd said, I think we are over insured. Mr. Gilmore said, we can look at the deductibles.

Commissioner DeGroot said, I think we can either look at the deductibles or we can take a look at self-insuring. Mr. Gilmore said, I can go back to CIS and ask if there's a way to pull particular buildings off. The Board agreed to continue with the renewals as is for this year and Commissioner Boyd will work with Ms. Barlow-Hunter and Mr. Gilmore on researching other options for the following year. Commissioner Morris motions to approve the insurance renewal based on 2021 quotes, not including the non-owned aviation liability quote, and authorize the Contracts and Risk Manager to sign. Commissioner DeGroot seconds. Unanimous vote. Approved.

## **5. Jessica Chastain - Information Technology**

### **1. Moving Domains**

Jessica Chastain addresses the Board. There is an option to move to a .gov domain for free. Only government agencies can get a .gov domain and it shows we are a legitimate government entity. As far as spoofing type emails, the .gov is a little bit more legitimate. Commissioner Morris said, it seems like a lot of work. Ms. Chastain said, my game plan would be to add pointers to every email box so people can receive emails at either domain and the same for our website, it would move them to the .gov. Commissioner Boyd said, I don't know enough about it. Commissioner DeGroot said, I don't have strong feelings either way. The Board agreed to take some time to digest the idea. They asked Ms. Chastain to send them information including costs.

## **6. Amanda Van Riper - Human Resources**

### **1. Reclassification Request – 737 Positions**

Amanda Van Riper addresses the Board. Commissioner Morris motions. Commissioner DeGroot seconds. Unanimous vote. Approved.

### **2. New Positions Request – DDS**

Amanda Van Riper and Myles Maxey address the Board. Commissioner Morris motions. Commissioner DeGroot seconds. Commissioner Morris and Commissioner DeGroot vote in favor. Commissioner Boyd votes opposed. Approved.

### **3. Position Reclass – Engineer I**

Amanda Van Riper and Jeremy Morris address the Board. Commissioner DeGroot motions. Commissioner Morris seconds. Unanimous vote. Approved.

## **7. BOCC**

### **1. ARP Grant Application Draft**

The Board reviews the draft application and makes changes. Commissioner Morris will work with staff to get the changes made and the application put on the website on July 1st. The applications will go to Kirby in the Finance office. Vickie Noel said, I think that would be good and I will have a little checklist for our finance group.

## **2. Oregon Living With Fire (Previously Central Oregon Cohesive Strategy Initiative) Revised MOU**

Commissioner Boyd said, this is the MOU and they've changed their name. Commissioner Boyd motions to approve and authorize the Chair to sign the MOU and use Title III dollars to pay for the project. Commissioner Morris seconds. Unanimous vote. Approved.

## **3. Klamath EZ And North County Enterprise Zones Change Of Boundary - DD**

Commissioner DeGroot said the folks over at KCEDA are working to create a northern county Enterprise Zone. They need to work with staff and the Board needs to give them authorization to work with staff. There is a company down in Merrill who is looking to expand their operation and there is a request to expand the Enterprise Zone there. Commissioner Boyd questions the expansion for one business. He said, I'd like KCEDA to do some research on this and get back to us. Commissioner Boyd said, I'm ok with doing the work but I want to know their justification for moving in that direction. It seems that there would be better places to expand the enterprise zone than there. I'm ok with staff working to help on a limited basis. Commissioner DeGroot will ask KCEDA to give the Board a briefing on this. The Board was in agreement for staff to work with KCEDA on the expansion of the Enterprise Zone in Merrill and the creation of the northern county Enterprise Zone.

## **4. Camping Ordinance - DD**

Commissioner DeGroot said, we've talked about this before but I want to get your feedback about whether or not we should go back to the Planning Commission and see if it would be a good idea to have a process or permit for those wanting to stay on their property or do you want to say this is the ordinance, that's the way it's written, the law is the law. The Board agreed to go to the Planning Commission and let them know the issues we're running into with the ordinance and ask them to put together some proposed solutions and have Code Enforcement continue on the complaint driven path for now while more research can be done. Commissioner Morris suggests allowing the liaison commissioner to bring exceptions to the Board while the Planning Commission is reviewing this. Commissioner Boyd said, what if the Code Enforcement Officers have the ability to make exceptions to the ordinance. Commissioner DeGroot said, I'd like Mr. Vaughn to do it. Mr. Vaughn said, I'm ok with it for the time being. The officers are boots on the ground have that ability and I don't mind being involved in it. The Board was in agreement for Commissioner DeGroot to talk with the Planning Department to put this issue on the Planning Commission's agenda and to have Mr. Vaughn work with the Code Enforcement Officers on making temporary exceptions. Mr. Vaughn said, we will use the available avenues first.

## **5. Position Re-Evaluation Memo To Department Heads**

The Board reviewed the the memo and agreed to have Commissioner Morris make some changes and bring it back for review.

## 8. Other County Business

Affordable Housing Initiative - Commissioner DeGroot said, I've talked with the City said they're in and everyone I've talked to is on board with this. He presents the Board with a draft of the affordable housing initiative plan and explains the details. Commissioner Morris asks if this would qualify for a CDBG grant. Commissioner DeGroot said, I don't know. Commissioner DeGroot said, I really need feedback because we are hoping in the next couple weeks, we can get this approved by the County and City, funded and then start taking applications as early as this fall. The Board agreed to take some time to digest it and bring it back. Commissioner Boyd said, this is a huge joint effort, how do you feel about having a joint City and County Board meeting? Commissioner Morris said, what if we host a joint Board meeting and also talk a little bit about what are the other housing needs. Commissioner DeGroot said, I love it. Commissioner DeGroot said, I know that Nathan would like to at least get the ball rolling before he moves to his next thing so I'll try to see if I can't get this done next week before he moves.

## 9. Adjournment

2:33pm

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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