



Board of Commissioners' Administrative Meeting  
August 20, 2019 ~ 1:00pm ~ Room 214

8/20/2019 - Minutes

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

Commissioner Boyd, Commissioner Morris, Commissioner DeGroot; Haley Huffman / Admin Staff; Mika Blain / County Counsel; Jeremy Morris / Public Works; Lisa Jackson, Alyssa Gentry / Human Resources; Sue Murphy, Vickie Noel / Finance; Todd Kepple / Museum; Rick Vaughn / Tax Collector; Chris Kaber / Sheriff; Frankie Benitez / Herald & News.

**2. Approve Minutes From Last Meeting**

Approved.

**3. Jeremy Morris - Public Works**

**1. Purchasing Salvaged Beams**

Mr. Morris distributed a 10 year Public Works plan to the Board. He said, ODOT sent an email out stating they have free salvaged beams. He said cranes are needed to pick up the 80,000 pound 115 foot long beams. Commissioner Boyd asks if the beams can be cut. Mr. Morris said, no. Commissioner Boyd asks about using them to replace beams at Ivory Pine that are about 20 feet shorter. Mr. Morris explains this wouldn't be an issue. He said each beam is about \$70,000 new. Shipping them here would cost \$10,000 - \$20,000 each, we also have to setup a crane at the project site and in Eugene to pick them up. The crane in Eugene would be a shared cost with other counties. It would cost upwards of \$700,000 to get 36 beams here but the full cost for new beams would be 2.5 million. Commissioner Boyd asks, if you took all 60 is that a five year supply? Mr. Morris said a ten year supply. Commissioner Boyd asks about degrading. Mr. Morris said there is none. Commissioner DeGroot said we'd need to get some help from ODOT on how to stack and store them, there is a method. He said it would be possible for us to store them and have a ten year supply for building bridges. Mr. Morris said, and that is for planned construction. Commissioner Boyd suggests that we leave it up to Jeremy to decide to buy 36 or 60 or all 100 beams. He would like to allow Public Works the leeway to make the deal. Commissioner Morris and Commissioner DeGroot agreed. Mr. Morris said some of the funding will be split.

**2. FEMA Admin Committee**

Mr. Morris said he'd like to form an advisory committee similar to the Road and Bike committee that could be ran through Lani like the Wolf Committee

where folks come and talk about their questions and concerns and what the next steps are. Commissioner Morris said she likes the idea but her concern is something that she feels should be handled by the State. She said she likes the idea but worries about the County having to manage it. Commissioner Boyd said he is concerned about where the funding will come from to pay Lani to manage it. Commissioner DeGroot said he'd like to talk to SCOACT to see if they might be a nexus to manage this committee.

Commissioner DeGroot said he'd like to setup a meeting for Public Works to come in and give the Board an update. Commissioner Boyd said, staff will set that up.

#### **4. Lisa Jackson - Human Resources**

##### **1. OEBC – Domestic Partner Benefits Coverage**

Lisa Jackson explains that in 2014 we went from offering health insurance coverage to same and opposite sex domestic partner couples to same sex couples only. She said according to the State we are required to offer it to same sex domestic partner couples. Commissioner Morris said, the fact there is not a fiscal impact, we've tended to go toward the side of being accommodating. Commissioner DeGroot and Commissioner Boyd agreed they do not have a problem with it. Sue Murphy said, there is an administrative cost in the Finance Department. It's treated similar to what we do with the vehicle allowance, it gets treated as income. She said, the underlying issue is whether or not medical expenses are deductible for a person who is not a spouse. Commissioner Boyd said so the expense is man hours in the payroll department. Ms. Murphy said, yes. Mika Blain said OEBC allows us to opt in or opt out. She said even registered domestic partners aren't treated the same under federal as state. Ms. Jackson said the cost imputed in the taxes for the employee for that domestic partner is substantial so if we chose to offer it the number of employees would like be few. Commissioner Morris said she's like to offer it. Commissioner Boyd said he'd like to know why the Board in 2014 changed it. Alyssa Gentry said there was some talk about people changing mid-year due to a break-up. Ms. Murphy said, according to the affidavit it appears as though the person can notify and ask for the person to become ineligible after 31 days that they no longer qualify under the domestic partner relationship. Commissioner Boyd said he'd like to wait and find out why it was changed. Ms. Jackson said, this is pretty urgent because we need to make the decision during this open enrollment period. Ms. Murphy confirmed we would have to change the plan. Ms. Blain reads the OEBC language regarding qualifying events. Commissioner Boyd asks if we could change the plan during the open enrollment period. Ms. Jackson said, yes. Commissioner Morris said, another approach could be that we hold off this year as we are doing major revamps to the plan document next year. Commissioner DeGroot said he doesn't have strong feelings either way. Commissioner Boyd said he understands why we would or wouldn't but if we have to do it for people of the same sex we should do it for people of the opposite sex. Commissioner Morris motions to allow OEBC domestic partner benefit coverage to

opposite sex couples in addition to same sex couples. Commissioner DeGroot seconds. Unanimous vote. Approved.

## **2. Exception To Policy - Sheriff's Office**

Commissioner Morris said she would like to abstain from voting on this as Mr. Fowler was involved with her political campaign and he is her friend. Commissioner Boyd motions. Commissioner DeGroot seconds. Commissioner Boyd said he doesn't see that he has any background in Emergency Management. Chris Kaber said, Emergency Management came under the Sheriff's Office and so gives him the ability to hire whomever he wants. Sheriff Kaber discusses the applicants and interviewees with the Board. There are 40 competencies listed in the job description and Mr. Fowler does better than average on all of them. The Emergency Management qualifications can be completed in less than a year. He said, Mr. Fowler has already completed most of them as he is on the board for Chiloquin Fire and Rescue. Commissioner Boyd said, you do have the ability to hire whoever you want at step 3 and below. Commissioner Boyd said he would have no problem hiring Mr. Fowler at step 3 and reviewing it again in 6 months. He said we are talking about hiring someone, who we don't know if they're great in their field, at step 5. Commissioner DeGroot said he understands Commissioner Boyd's point and also where the Sheriff is coming from. He said he sat on the interview panel and he agrees with the Sheriff, he outlined it very well, two candidates were better than the others. He asks if as an employee, could Mr. Fowler remain on the budget committee? Ms. Noel said, no. Sheriff Kaber said, the funding for the position is half paid by the State and the other half paid by the County. Commissioner DeGroot asks, what step was the previous Emergency Management Director at? Sheriff Kaber said, step 4. Commissioner DeGroot said her being a step 4 is pertinent and he doesn't know how he feels about paying Mr. Fowler more than the previous manager. Sheriff Kaber said, if Mr. Fowler refuses the job because of not getting the step, we would be taking our number two pick. Commissioner DeGroot reviews the salary schedule. He said, it is about a \$450 a month difference. Commissioner DeGroot said the reality is it's not a whole lot of money in the grand scheme of things, however, there is an issue with equity and fairness. Commissioner DeGroot said he sides with Commissioner Boyd on this one. Ms. Jackson asks if we could put step 3 in the offer with a review at 6 mos. Commissioner Boyd amends his motion to offer a step 3 with a review at 6 months to Mr. Fowler. Commissioner DeGroot seconds. Commissioner Morris abstains. Approved.

## **5. BOCC**

### **1. Fort Klamath Museum Kiosk**

Commissioner Boyd said they discussed the kiosk at a recent meeting with the Museum Advisory Board. In the past Fort Klamath has funded the kiosk. He said, he suggested that Todd Kepple put in a request to the Tourism Grant Committee for funding for the kiosk but we have already made the policy that County employees/entities cannot apply for a tourism/economic grants. Commissioner Morris said, at one time the BOCC identified a list of

goals/priorities and one was specifically related to Fort Klamath revitalization and she feels it would be appropriate for the Board to designate tourism dollars outside the grant process for this. Commissioner DeGroot said, essentially we're liberating \$10,000 from the grant program for this. He asked Ms. Murphy how much money is in the grant. Ms. Murphy said, over \$200,000. She said the Tourism Grant Committee is very cognizant of the amount and looking to do other grant funding cycles. Commissioner Boyd asks Mr. Kepple if he has any idea of cost. Mr. Kepple said he has heard projects like this are about \$10,000. He said he'd like it to be something that sits on the ground and that we do not have to dig into the ground as it is an architectural preservation site. Commissioner DeGroot said he'd like to sit down with the Chair of the Tourism Grant Committee to have a conversation with her before we do this. Commissioner Boyd said, we will move this item to next week.

## **2. Support Letter For Klamath Housing Authority**

Commissioner Boyd said he spoke to Diana Otero about why they want to move from section 9 to 8. She said, it allows her flexibility on who is in her homes and gives her more funding flexibility under section 8. Commissioner Morris motions to sign the letter of support for Klamath Housing Authority. Commissioner DeGroot seconds. Unanimous vote. Approved.

## **3. Planning Director Retirement**

Commissioner Morris said we wanted to make sure HR knew so this could get posted. Commissioner Boyd asks if it has been posted. Ms. Gentry said no. Commissioner Boyd said he would like to post it now. Commissioner Morris said she'd like to have the current Planning Director review the job description. Commissioner Boyd asks Ms. Jackson if they are good with that. She replied, yes sir.

## **4. Chiloquin Ridge Riders Funding Request**

Commissioner Boyd said he feels we should encourage them to apply for the Tourism Grant this year. Commissioner Morris and Commissioner DeGroot agreed. Commissioner Morris said she will contact the Chiloquin Ridge Riders and let them know. Ms. Murphy said the cycle is open on September 1st.

## **5. County School District IGA**

Commissioner Boyd said looking at the IGA, why do we need to remove the address of the property. Mr. Morris said, there used to be two driveways there and currently there are none. He said, the address would get reapplied based on where the new driveway would go. He said, he didn't want anyone to get bogged down by one or two addresses. Commissioner Boyd asks, what is the cost of removing an address? Mr. Morris said, 5 minutes of Lani's time. Commissioner Boyd asks about 2d, is that something the schools usually pay for or does Public Works pay for? Mr. Morris said we have 2-3 options on the roadway width but that was independent from any effort the school would need to do to prove to us the bus lane needs to be on that side versus the other side. He said, we clearly say in there that

everything that benefits the school the school needs to pay for. Commissioner Boyd asks about section F. He asks Mr. Vaughn if we could use road fund dollars to reimburse what we've spent in cleanup on the property. Mr. Vaughn said he does know why we couldn't. Ms. Blain said, we reimbursed ourselves for the \$50,000 incurred costs and this would be more like a sale in that sense. Mr. Vaughn said, yes from our property trust account. Commissioner Boyd explains, we just reduced what we had in that account. Mr. Vaughn said, the total expense was \$53,000 and we reimbursed the other accounts from that. Commissioner Boyd said, so we did reimburse ourselves. Ms. Blain asks for a breakdown and how we did that. Commissioner DeGroot asks if this is an internal thing and doesn't belong in the IGA. The Board agreed it does not belong in the IGA. Ms. Blain said she will remove it. Commissioner Boyd asks about section 3k. Commissioner Boyd said is section 7 item 12, he'd like to remove it. Ms. Blain confirms, they would be delivering us a copy of title insurance. Commissioner Boyd said, it's talking about taxes, there are technically no taxes because the County doesn't pay taxes and neither does the school. He said, he feels that language should be special assessments. Commissioner Boyd said he feels fairly comfortable with the IGA. Ms. Blain said she will send it to Rick and then it would come from Rick's office to the Board in a business meeting.

**6. Management Restructure - DDG**

Tabled due to time constraints.

**7. Baldwin Hotel**

Commissioner Boyd said he asked Winema Electric to come up with an estimate to replace the fuse panels with circuit panels, the cost is \$3475. He said, it is a safety issue for the volunteers as they are using the fuses to turn the lights off and on. Commissioner Boyd asks Ms. Blain about contracting. She said, if it's under \$10,000 we can usually just do direct but she'd like to see the proposal. Commissioner Morris motions to give Commissioner Boyd authority to work with Counsel and the contractor to move forward with the understanding that the funds are coming out of Risk Management. Commissioner DeGroot seconds. Unanimous vote. Approved.

**8. Chamber/Leadership Klamath 19-20 -KMM**

Commissioner Morris said the Chamber asked if the County would like to send a person or two to Leadership Klamath.

**9. Finance Director Job Description**

Commissioner Morris said she is really disappointed to hear about the retirement of our Finance Director. She said, when we've had a strong internal candidate for an open position, we have still went ahead and posted externally. She said, she encourages the internal candidate to apply. Commissioner Boyd said, it's his understanding Sue Murphy and Vickie Noel went through the job description and rewrote it to better fit what the position actually does. Ms. Noel said, no. Commissioner DeGroot said, if

Vickie were to apply/get awarded the Finance Director position, there are certain aspects of her job, the Treasurer portion that she feels would be more aligned with the changes. He said, the recommendation of our current Finance Director is a direct internal hire/promotion of Vickie Noel. Commissioner DeGroot said, with all do respect he disagrees with Commissioner Morris. Commissioner Boyd said, we just did this in CDD. Ms. Noel clarified she was willing, if the Board wanted to promote her or if they choose to go externally she is happy with her current position. Ms. Murphy clarifies, the revised job description should not be used if the Board chooses to go externally. She said, this would open the Assistant Finance Director position at a lower cost and we would have a little surplus in our budget. She said, if they decide to go externally, the budget would likely be short because she is a .975. Commissioner Boyd asks Ms. Jackson if there are any HR issues. Ms. Jackson said no and she supports this. Commissioner Boyd asks Ms. Gentry if she sees any issues. Ms. Gentry said no and we have done this exception to policy in HR. Ms. Blain said she agrees with posting it internally for 5 days. Commissioner Boyd and Commissioner DeGroot agree to post it internally, County wide, for 5 days. Commissioner DeGroot confirms they will post the updated job description. Commissioner Boyd asks Ms. Jackson if they could post it tomorrow. Ms. Jackson said, she believes they could. Ms. Murphy said, so that would allow us to get the posting for the other opening ready for the 29th. Ms. Murphy clarifies, we do not have the Extension Service District registered agent in this job description. Commissioner Boyd said let's just leave it the way they've presented it. Ms. Murphy said she has this on the Finance meeting agenda.

## **10. Property Sales Auction**

Commissioner Boyd said he got a call from an individual who would like us to remove property on Homedale north of Foothills in Northridge from the upcoming auction. He said Mr. Morris got a call from another individual who lives up there. It is a non-buildable piece of property. Commissioner Boyd said, to him it looks like it may impede potential development to the adjacent property. Mr. Vaughn said, they had the opportunity, we send postcards to the adjacent land owners. The property is sitting with a \$250 minimum bid. Mr. Morris said, you could donate it to the City for public utilities. Ms. Blain asks, is this one we are offering for public auction. Mr. Vaughn confirmed, yes. She recommended we offer it but maybe not during this auction. Commissioner Boyd said, we should pull it off the auction because we've been talking about the need for workforce housing and this could impede potential development. Commissioner DeGroot said he is fine with pulling it off and contacting the City. Commissioner DeGroot asks when the next sale will be. Mr. Vaughn said, probably a year from now. Commissioner Boyd said, you are going to auction off anything with dwellings before the hard winter. Commissioner DeGroot said, let's pull it and send a note to Mr. Cherpeski and ask if the City is interested. Commissioner Boyd agreed to remove it from the auction.

Commissioner Boyd said the capacity in room 219 is 110 people and room 214 is 30 people. He said it was brought up at one time to put a tent out in

the parking lot but at this time we can't do that because we don't have time to do the locates. He said Mr. Vaughn said he will control the traffic in the hall. Commissioner DeGroot asked about the locates. Commissioner Boyd said they have to do utility locates, drill and place the stakes in the parking lot in order to put up a tent.

#### **11. Grant For Water Gauge - DB**

Commissioner Boyd said, he received a letter that Representative Reschke put in a bill for us to support financing for a water gauge. We have \$30,000. He said we could give it to Water for Life who is managing the gauges or we could give it to ourselves. Commissioner DeGroot asks what is your recommendation? Commissioner Boyd said he would like to reach out to Water for Life for expenses incurred to maintain the water gauges and ask if they have adequate documentation to support the grant funding and if they do not, give the money back to the State. Commissioner DeGroot agreed to have Commissioner Boyd sign the letter.

#### **12. Outreach & Marketing Services RFP Results - KMM**

Commissioner Morris said, we received two responses. She had a committee review the RFPs earlier today. She said, the committee overwhelmingly supported the BP Media proposal. She would like to issue a letter of intent to award. Commissioner Boyd asks if the original RFP had a amount. Commissioner Morris said, we did that because we didn't know what we didn't know. Commissioner DeGroot said he likes the idea of getting them in here and giving us a pitch. Commissioner Morris asks if there's consensus to accept the Committee's recommendation and invite them to come meet with us. The Board agreed.

### **6. Other County Business**

None.

### **7. Adjournment**

2:52pm

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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