



Board of Commissioners Administrative Agenda  
February 9, 2021 ~ 1:00pm ~ Room 214

**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. Approve Minutes From Last Meeting**

**4. Amanda Van Riper - Human Resources**

**1. Department Request - DD FTE Increase Request**

Documents:

[DEPARTMENT REQUEST - DDS FTE INCREASE.PDF](#)

**2. Department Request - DD Reclass**

Documents:

[DEPARTMENT REQUEST - DDS RECLASSIFICATION W. HOWARD.PDF](#)

**5. Vickie Noel - Finance**

**1. Tourism Grant 2021 Spring Cycle Discussion**

Documents:

[RE\\_ TOURISM SPRING CYCLE.PDF](#)

**6. BOCC**

**1. Chamber Of Commerce Dues Invoice**

Documents:

01-27-21 CHAMBER OF COMMERCE 2021-2022 DUES  
INVOICE.PDF

## **2. Select A Representative For The Spring Street Urban Renewal Advisory Board**

Documents:

RE\_ SPRING STREET URBAN RENEWAL ADVISORY BOARD.PDF



## **3. Equitable Transportation Funding Letter - DB**

Documents:

02-09-21 LETTER TO OR TRANSPORTATION COMM EQUITABLE  
FUNDING.PDF

## **7. Other County Business**

## **8. 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.  
305 Main Street 2nd Floor, Klamath Falls, OR 97601

E-mail: [bocc@klamathcounty.org](mailto:bocc@klamathcounty.org) Website: [www.klamathcounty.org](http://www.klamathcounty.org)



**KLAMATH COUNTY**  
**Human Resources**

To: Board of County Commissioners

From: Amanda Van Riper  
Human Resources Director

Date: February 5, 2021

Re: Department Request – DDS Position Reclass

**Date Scheduled for Administrative Meeting: February 5, 2021**

On behalf of Myles Maxey, DDS Director, we are seeking your approval to add a new 1.0 FTE Case Manager position.

The department has recently seen an increase in the number of individuals seeking services. Last week 5 more individuals were found eligible for DD Services and the department anticipates at least that many more to be found eligible this week. The recent increase would equate to a case load of 30 individuals who have been deemed eligible since November. The approval of an additional Case Manager would allow the department to better support the need within the community.

The Case Manager position is classified at an LH 20 (\$21.75 - \$27.51) and the department has the money in their budget.

**Suggested Motion:** Hereby move to approve the request to add a Case Manager as outlined above:

\_\_\_\_\_  
Chair  
Approved   
Disapproved

\_\_\_\_\_  
Commissioner  
Approved   
Disapproved

\_\_\_\_\_  
Commissioner  
Approved   
Disapproved

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**KLAMATH COUNTY**  
**Human Resources**

To: Board of County Commissioners

From: Amanda Van Riper  
Human Resources Director

Date: February 5 , 2021

Re: **Reclassification Request – DDS**

**Date Scheduled for Administrative Meeting: February 9 , 2021**

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On behalf of Myles Maxey, DDS Director, we are seeking your approval for a reclassification for Wendy Howard from Lead Case Manager/QA to Developmental Disabilities Quality Assurance.

Mrs. Howard joined the KCDDS team in November of 2011 as a Case Manager. In April of 2017 she promoted to the Lead Case Manager role. A year later this position was revamped to take on additional responsibilities around Quality Assurance and included an increase from LH 21 to LH 22. In 2019, at the request of Mrs. Howard, all remaining individuals that she was providing case management supports were transitioned to case managers within KCDDS as she felt that she could not manage both the Quality Assurance and Lead Case Manager roles. However, Mrs. Howard has maintained some aspects of the Lead Case Manager role such as training and recently provided case management supports to a few individuals during a point when KCDDS was down staff. However, the needs of the department no longer necessitates having a Lead Case Manager. The Quality Assurance role is needed as we continue to improve the practices within the office to meet the needs and desires of the individuals while also satisfying state and federal requirements. This reclassification will put Mrs. Howard in line with all other specialists in the KCDDS office.

In accordance with Article 11 of the Local 737 CBA, Ms. Howard will be reclassified from an LH22 to an LH21 and her wage will be redlined until step 7 of the LH21 paygrade reaches or surpasses Ms. Howard's current wage.

Local 737 has reviewed the new job description and approves of this change.

**Suggested Motion:** Hereby move to approve the request to move Wendy Howard from an LH 22 Step 7 to an LH 21 Step 7 as outlined above:

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Chair  
Approved   
Disapproved

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Commissioner  
Approved   
Disapproved

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Commissioner  
Approved   
Disapproved

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Date

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Date

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Date

**From:** [Kelley Minty Morris](#)  
**To:** [Vickie Noel](#)  
**Cc:** [Bocc](#); [Kirby Garlitz](#)  
**Subject:** RE: Tourism Spring Cycle  
**Date:** Tuesday, February 9, 2021 10:35:52 AM

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Sounds good

----- Original message -----

From: Vickie Noel <[vnoel@co.klamath.or.us](mailto:vnoel@co.klamath.or.us)>  
Date: 2/9/21 7:45 AM (GMT-08:00)  
To: Kelley Minty Morris <[kmorris@klamathcounty.org](mailto:kmorris@klamathcounty.org)>  
Cc: Bocc <[bocc@klamathcounty.org](mailto:bocc@klamathcounty.org)>, Kirby Garlitz <[kgarlitz@klamathcounty.org](mailto:kgarlitz@klamathcounty.org)>  
Subject: Tourism Spring Cycle

Good morning,

I have sent out emails to the Board and the Tourism grant committee regarding opening grant cycles up to allow for-profit entities to apply for the same grants as the non-profit entities. All of the responses are favorable. (Board chair and 4 committee members) I didn't hear from 2 committee members nor either of the other Commissioners so I was wondering if this should be discussed in the "other business" section of the Admin meeting today? We need to update our materials and get the advertisement out for the Spring cycle this week.

Thanks.

*Vickie Noel  
Finance Director, County Treasurer  
305 Main Street  
Klamath Falls OR 97601  
(541) 883-4202 office  
(541) 851-3654 direct  
(541) 851-3952 fax*

RECEIVED

JAN 27 2021

# Invoice

Klamath County Chamber of Commerce  
205 Riverside St Ste. A  
Klamath Falls, OR 97601

Date	Invoice #
1/14/2021	7340

Klamath County  
305 Main Street  
Klamath Falls, OR. 97601

Terms	Due Date	For Dues To:
Due on receipt	1/14/2021	January 2022

Description	Amount
Your annual investment in the Chamber is	1,175.00
<div style="border: 1px solid black; padding: 5px;">           Did you know you can market directly to other Chamber members through the Chamber Connections newsletter? Give Heather a call at 541-884-5193 to find out how.         </div>	

The Klamath County Chamber of Commerce is enhancing business advocacy activities through the Chamber Government Affairs Committee (GAC) and will be making regular trips to Salem to interact with legislators, as well as hosting a regular Klamath Day at the Capitol for members. Please consider adding \$25 to this invoice specifically for GAC activities.	+ \$25.00
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<b>Please Pay Adjusted Total</b>	
<b>Please Pay Unadjusted Total</b>	\$1,175.00

**ONE TIME PAYMENT: PLEASE CHARGE MY DUES TO THE FOLLOWING:**

( ) Mastercard ( ) Visa ( ) Discover ( ) AMEX Amount: \$ \_\_\_\_\_ Card Number: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_ CVV# (on back) \_\_\_\_\_ Account Zipcode \_\_\_\_\_ Cardholder Signature: \_\_\_\_\_

Here's how it works: When you receive your usual invoice via email, click on "pay invoice online" to instantly connect to Intuit's payment processing network. Enter your banking info and the payment amount. Every transaction is protected and secure To learn more, visit <https://ipn.intuit.com/qb/payorLearnMore>.

( ) I'd like to sign up for online payments, please send invoice to the following email \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO KLAMATH COUNTY CHAMBER OF COMMERCE.**

( ) CHECK ENCLOSED AMOUNT: \$ \_\_\_\_\_

**THANK YOU FOR YOUR INVESTMENT! [www.klamath.org](http://www.klamath.org) - 541-884-5193 - [reception@klamath.org](mailto:reception@klamath.org)**





I think we can all agree we're happy 2020 is over and we are all hoping 2021 is better. This past year has been rough, and we thank you for being a member of the Chamber! By far, this has been the hardest and maybe most rewarding year I've had with the Chamber. I've talked to more business owners than ever before and I am proud of the work my staff, Board of Directors, and committees have done to bring you resources, be your voice, and fight for what you need.

The dues you paid last year helped us accomplish some great things in Klamath County. Here's a few of the highlights:

Just before the shutdown, our Government Affairs Committee traveled to Salem. We arrived just as walkouts occurred, but it didn't stop this committee from working all year. I want to acknowledge the work this committee has done on your behalf including:

- Sending testimony during the short session
- Writing letters to Governor Brown
- Attending virtual meetings to learn about issues affecting your business
- Organized and moderated the only in-person candidates forum for Republican candidates in the primary, just before the shutdown
- Providing comments to OSHA on the proposed COVID rules
- Providing comments on proposed relief for business at the State and Federal level

In addition, our staff, Ambassadors and Board worked hard to be a point of resource for you and worked to stay up to date:

- Assisted with explaining federal and state mandates.
- Put together web pages and informational sessions to assist in explaining the CARE act and how to access those funds
- Administered the Gift Card program to help keep our restaurants afloat.
- Organized and hosted the putting challenge.
- Connected you with resources for funding relief
- Attended weekly virtual meetings on COVID matters
- Hosted two Sip and Shop tours to support local retailers
- Responded to a record number of relocation requests
- Provided tours to professionals (doctors, professors, etc) who may want to move to the area
- Hosted virtual Awake@8's to keep people connected.

Now I'm looking ahead to this year and I want you to know we plan to work just as hard (if not even harder) to do the things that matter to your business. We know this legislative session that starts January 19<sup>th</sup> is likely to be full of items that could affect your business and we are watching it closely. We plan to be your voice whether we get to visit Salem in person or have to do it all virtually. We're going to advocate for you.



We also plan to do our events, but we've shifted everything to later in the year. Our Gala is a big one – it's our 100<sup>th</sup> annual and we don't want to miss out on celebrating in person so watch for more info later this year. It's also the 100<sup>th</sup> anniversary of our incorporation in 1921 and that's worth celebrating too. We're going to get some great speakers for the Rural Business and Innovation Summit and we're going to keep promoting what you do.

As we head into 2021, I want you to know we will get through this. Throughout history, Klamath has proven its resilience time and time again. And, just like it has since 1905, your Chamber will be here for you. Whether it's fighting for you in Salem, connecting you to resources, or finding other ways to help you succeed, your Chamber is here for you.

Thank you for the opportunity to serve you.

Sincerely  
Heather Tramp  
Executive Director  
[heathert@klamath.org](mailto:heathert@klamath.org); (541)-884-5193

The Klamath County Chamber of Commerce Executive Committee voted unanimously in support of a group of local business owners that have made the tough decision to save their businesses, their livelihoods, and the jobs of their employees by reopening, as long as they follow Center for Disease Control (CDC) COVID-19 guidelines to keep their customers and their employees safe. This support comes in response to several local business owners making the decision to reopen while responsibly following the CDC guidelines. "These business owners have informed us that not one of the more than 2,000 positive cases in Klamath County have been traced to their businesses," says Chamber President Rich Schuster, "The Chamber supports a business's right to reopen as long as they are doing so responsibly and following health and safety protocols to protect their customers and employees."

"These business owners are not acting out of defiance, they are acting out of desperation," said Chamber Government Affairs Chair Joe Spendolini. "These owners are close to losing everything they've worked hard for their entire lives, through no fault of their own. They are making the tough decision to reopen to save their business and livelihood, but they are doing so responsibly and are following all CDC guidelines and recommendations."

Those guidelines can be found here: [https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html#anchor\\_1609684051023](https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html#anchor_1609684051023)

The Chamber also urges state and local governments to support businesses who act responsibly to be able to survive. The Chamber encourages public officials in Bonanza, Chiloquin, Klamath Falls, Malin and Klamath County to join with the city council of Merrill in their support of business owners in their plight and provide them with the tools, resources, and latitude to make responsible decisions in opening their businesses following CDC and Public Health guidelines. The business shutdowns have created a hardship on businesses, their employees, and caused harm to the overall economic viability of our entire community. "Our mission at the Chamber is to create stronger communities within Klamath County and one way to do that is through a stronger economy. Being able to work and support your family is key to health and success," said Chamber Director Heather Tramp, "Our Board recognizes the health concerns with the virus but urges public officials to think of the health aspects of the shutdowns too. We are convinced that these businesses are taking a reasonable, responsible approach."

"We are a business organization focused on creating a more business friendly environment so that our business owners can employ people who can turn around and feed and support their families, and the families of those they employ" Chamber Board President Rich Schuster said. "We need to follow the science and to date, data shows that businesses can provide customers with resources] and their employees with jobs while being successful partners in our efforts to protect our community from current health concerns," he added. Since March 2020, the Klamath County Chamber of Commerce has been a resource center for

local businesses as they navigate the difficulties and challenges from the COVID mandates and guidelines. The Chamber staff, board, and volunteers have visited with countless business owners as they work to understand the everchanging guidelines and attempt to make the decision that is right for their business, the families the business supports, and the community. Local business owners care about our community and their customers and clients and since day one have taken extra precautions to keep their customers and clients safe. “We believe that will continue,” said Schuster. The Chamber board wants to remind the business community that the Chamber is available as a resource. We also support the rights and decisions of our members that choose to remain closed, until a date of their choosing for reopening. Entrepreneurs are responsible risk takers and we should do everything we can as a community to help them survive through these very difficult times. During our deliberations, Chamber Board member Paul Simmons offered this thought, “We all hear that there is a light at the end of the tunnel, but that doesn’t matter if you don’t make it to the end of the tunnel.” Please join with us to help everyone in our community make it through this tunnel.

**From:** [Kelley Minty Morris](#)  
**To:** [Nathan Cherpeski](#); [Bocc](#)  
**Subject:** RE: Spring Street Urban Renewal Advisory Board  
**Date:** Thursday, February 4, 2021 2:06:10 PM

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How exciting!  
I'll get it in front of the board to see who they would like to represent us.  
Thanks!  
Kelley

----- Original message -----

From: Nathan Cherpeski <[NCherpeski@klamathfalls.city](mailto:NCherpeski@klamathfalls.city)>  
Date: 2/4/21 11:23 AM (GMT-08:00)  
To: Kelley Minty Morris <[kmorris@klamathcounty.org](mailto:kmorris@klamathcounty.org)>  
Subject: Spring Street Urban Renewal Advisory Board

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kelley,  
I hope all is well with you. It has taken time, but we are now formally organizing the advisory board for the Spring Street Urban Renewal Area. City Council reserved a seat specifically for a County representative. It can be a commissioner or staff depending on your preference. We want to make sure we hear the County's input on this area. If you could let me know who would be willing to represent the County we will send out the information on the future meetings etc. I understand if that assignment may rotate from time to time as well. We just want to make sure we hear from you on these issues. Thanks

Nathan Cherpeski  
City Manager  
City of Klamath Falls



## Board of Commissioners

Donnie Boyd, Commissioner  
Position One

Kelley Minty Morris, Commissioner  
Position Two

Derrick DeGroot, Commissioner  
Position Three

February 9, 2021

Oregon Transportation Commission

Attn: Chair Robert Van Brocklin

355 Capitol Street NE, MS #11

Salem, Oregon 97301

*Submitted via electronic mail to: [OTCAdmin@odot.state.or.us](mailto:OTCAdmin@odot.state.or.us)*

Subject: Klamath County comments regarding January 21, 2021, Oregon Transportation Commission Agenda Item H, Oregon Department of Transportation proposal on allocations of federal COVID-19 relief funding

Chair Van Brocklin, Vice-Chair Simpson, members of the Oregon Transportation Commission:

Thank you for the opportunity to submit comment on the Transportation Commission (OTC), January 21, 2021, Agenda Item H, the federal COVID-19 relief funding package, and the Oregon Department of Transportation (ODOT) draft proposal on how to allocate funding.

With over 32,000 road miles under county jurisdiction, and over 11,000 under city jurisdiction, and over 4,000 bridges collectively, local governments manage, own, and maintain over 55 percent of Oregon's shared transportation system.

ODOT has recognized the importance of the county and city transportation system and why funding relief is so critical to local governments through the agency's strategic goals. We know that across each level of government, budgets for critical infrastructure projects – maintenance, preservation, and new projects have been hit hard by the economic realities of the pandemic.

While we appreciate ODOT's initial proposal and goal to support local government relief who have lost significant revenue as a result of the COVID-19 pandemic and recession, the current plan does not equitably allocate funding reflective of funds lost during the pandemic.

Counties have lost an estimated \$36 million in State Highway Fund revenue during the COVID-19 pandemic to date and are estimated to lose an additional \$12.8 million by the end of this fiscal year (FY 2021), for a total of \$48.8 million in a little over a year's time. This does not include the additional and significant lost revenue from other local transportation revenue sources, and future anticipated State Highway Fund losses through fiscal year 2024.

It is desperately needed at this time as counties and cities face budget deficits, delayed projects, workforce shortages, hiring freezes, and for some, unfortunately layoffs.



## Board of Commissioners

Donnie Boyd, Commissioner  
Position One

Kelley Minty Morris, Commissioner  
Position Two

Derrick DeGroot, Commissioner  
Position Three

Per the Oregon statutory 50 percent ODOT - 30 percent Counties - 20 percent Cities funding formula for State Highway Fund (SHF) revenue, local government has experienced approximately 45 percent of the estimated \$225 million loss in funding through FY 2021.

It is estimated that Klamath County will not receive approximately \$1M of fuel tax revenue between the 19/20 and 20/21 fiscal years. This represents approximately 8 percent of the fuel tax revenue we receive. Klamath County maintains over 1,700 road lane miles and over 200 bridges in our county. For reference, ODOT's network inside Klamath County is approximately 25 percent of the county maintained network. This loss will certainly be felt by having to reduce our reserves to cover costs for already scheduled summer/winter maintenance, capital road/bridge projects, and equipment replacement.

Under ODOT's current proposal local governments are expected to only receive approximately 21 percent (\$26.1 million) of the federal relief funds.

ODOT's current funding proposal level for local government distribution is appreciated but lacks a level of shared equity and is not in line with long-standing statutory State Highway Fund sharing.

We are suggesting OTC and ODOT take a more balanced, equitable approach and prioritize the immediate need to match relief fund sub-allocations to commensurate lost revenue that follow the long-standing 50-30-20 funding allocations to support Oregon's entire transportation system and every community.

Thank you again for your ongoing partnership. We look forward to working with the OTC, ODOT leadership, and our federal partners as you consider a more equitable approach to recovery.

Sincerely,

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Donnie Boyd  
Commissioner

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Kelley Minty Morris  
Chair

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Derrick DeGroot  
Vice Chair