



Board of Commissioners' Administrative Meeting
January 26, 2021 ~ 1:00 pm ~ Room 214

1/26/2021 - 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 Morris, Commissioner Boyd, Commissioner DeGroot, Sandy Cox/Admin Staff, Amanda Vanriper/HR, Rick Vaughn/Tax, Jeremy Morris/Public Works, Ben Ebner, Bill Nash/ODOT, Vickie Noel/Finance, Marcus Henderson/County Counsel, Myles Maxey/DDS, Jennifer Little/Public Health, Nathan Bigby/Assessor, Aaron Hartman/Community Corrections, Todd Pfeiffer/Public Works

3. Approve Minutes From Last Meeting

Commissioner Morris approves minutes from January 19, 2021 Admin meeting

4. Amanda Van Riper - Human Resources

1. Department Request - Community Development Time Donation Request

Amanda VanRiper addresses the Board with a time donation request from CDD. Commissioner Morris motions to authorize the time donation request as presented, Commissioner Boyd seconds. Commissioner Boyd suggests him going on short term disability, VanRiper indicates they are working on that. Unanimous vote. Approved

2. Department Request - Public Health Out Of Class Stipend

Amanda VanRiper/Jennifer Little address the Board with a out of class stipend request from Public Health. Commissioner Morris motions to authorize the out of class stipend request from Public Health as presented, Commissioner Boyd seconds. Commissioner Boyd questions a stop date for this stipend? Would like to see a stop date and or when the employee returns. Little responds should be approx. 6 weeks. Unanimous vote. Approved

3. Department Request - Public Health FTE Increase

Amanda VanRiper/Jennifer Little address the Board with request from Public Health to add a .5 FTE . Commissioner Morris motions to authorize the request to add a .5 FTE as presented, Commissioner DeGroot seconds. Unanimous vote. Approved

4. Department Request – DDS Reclassification

Amanda VanRiper/Myles Maxey address the Board with request from DDS to reclassify the Office Specialist position to an Office Technician. Commissioner Morris motions to authorize the reclassification of the Office Specialist position to an Office Technician for DDS as presented, Commissioner DeGroot seconds. Unanimous vote. Approved

5. Department Request – PW Exception To Policy

Amanda VanRiper/Jeremy Morris address the Board with request to offer Mr. Bergman a part time Engineer II position at step 7. Commissioner Boyd motions to authorize Public Works to offer Mr. Bergman a part time Engineer II position at step 7 as presented, Commissioner Morris seconds. Unanimous vote. Approved

6. Department Request – Maintenance Exception To Policy

Amanda VanRiper/Commissioner Boyd address the Board with request for an early step increase for the Maintenance Director. Commissioner Boyd motions to authorize the request for an early step increase for the Maintenance Director as presented, Commissioner Morris seconds. Commissioner Boyd indicates that when the Director accepted the job he was promised that he would be evaluated for a step increase after 6 months. Unanimous vote. Approved

7. Department Request – Assessor Exception To Policy

Amanda VanRiper/Nathan Bigby address the Board with request to move temporary employee to full time Assessment Specialist. Commissioner Morris motions to authorize the request to move temporary employee to full time Assessment Specialist as presented, Commissioner Boyd seconds. Unanimous vote. Approved

8. Minimum Wage Concerns

Amanda VanRiper asks for direction because minimum wage will be going up to 12.00 as of 7/1/2021. Discussion about eliminating step 1 in both UH10 and LH07 grades, and then maybe add a step to the end. Discussion about the affects on employees in LH08 and UH11 grades. Further discussion about Federal Minimum wage potentially being raised to \$15.00 and what would be affected since we receive a lot of federal funding. Discussion about how the Board previously dealt with the previous minimum wage increase. Commissioner DeGroot indicates that this is a much bigger discussion that potentially affects all employees and suggests it be talked about in Executive Session next week. VanRiper/Noel stress the urgency of knowing numbers soon for budget reasons. VanRiper suggests for the time being to get the budgets completed to just have Department Heads of employees in UH10/LH07 step 1 budget them at step 2, Board agrees.

5. Jeremy Morris - Public Works / Ben Ebner/Bill Nash - ODOT (Virtual)

Jeremy Morris, Ben Ebner, Bill Nash present/elaborate realignment plans for Hwy 140, explains this is in engineering review right now and will need a contract with the City and ODOT at some point. Commissioner DeGroot is aware of this project believes things will

function alot better, is in support of this.

6. Jeremy Morris - Public Works

1. Noxious Weed Contracts Discussion

Discussion continued from previous meeting wherein a new noxious weed contract was presented to the BOCC for approval and the BOCC was under the impression that we wouldn't be entering into any new agreements. Jeremy Morris/Todd Pfeiffer address the BOCC and explain that we will need to continue our Noxious Weed Program for many reasons/elaborate. Morris further explains that these contracts help fund the entire program which includes the enforcement piece. Commissioner Boyd that we shouldn't be funding weed control through writing citations they should be used for compliance. Commissioner Boyd further indicates that he is confused because he thought that the goal was to get out of these 3rd party contracts because we cant find applicators, but now sounds like PW wants to continue with these contracts? Commissioner Morris is also confused, what direction does PW want to go? Jeremy Morris elaborates that he would like to discontinue 3rd party contracts but keep the program for the enforcement piece.

Commissioner Boyd would like to know then how we will continue to fund the program? Commissioner DeGroot thinks there are other avenues for funding and perhaps add noxious weeds violations to our current nuisance officers. Commissioner Boyd is not willing to add noxious weed to our current nuisance officers as they have a huge job now and don't think they can handle more. Commissioner DeGroot suggests not taking new contracts for application, but to train our current nuisance officers on what noxious weeds to look for so we have extra eyes out in the community. Commissioner Boyd suggests honoring this one year contract (PG&E) so we can keep some revenue coming in while we taper down the program. Commissioner Morris asks how many contracts we still have outstanding? Pfeiffer elaborates. Commissioner DeGroot would like to see a spreadsheet detailing what contracts we still have and how long. Pfeiffer explains they are still actively trying to hire applicators. Jeremy Morris said will look into how other County's are funding their program. Jeremy Morris will gather information and bring back to BOCC regarding other County's funding and remaining contracts. Board agrees the one year PG&E contract can come back for approval.

2. Weed Control Program Discussion Continued

See above

7. Vickie Noel - Finance

1. 401(A) Plan Budgeting Discussion Continued

Vickie Noel addresses the Board regarding budgeting for the 401(A) by budgeting 7% for vacant positions, spoke to the independent actuary and she indicated that we should continue funding the vacant positions at 7%. Board agrees

8. Rick Vaughn - Tax Collector/Property Manager

1. RSIS Agreement

Rick Vaughn, Larry Holzgang/Business Oregon address the Board seeking approval of the RSIS agreement with Business Oregon. Commissioner Boyd asks if County Counsel has reviewed this, Vaughn indicates yes back in 2019. Commissioner Boyd questions if the Board has seen this agreement? Vaughn indicates that this should have been done in 2019 and got missed. Commissioner Boyd questions if we need an agreement with the City as we do not provide sewer services? Commissioner DeGroot indicates that we can do an amendment at a later date. Commissioner Boyd would like to have County Counsel review before we vote on it. Commissioner Morris asks Counsel to review and put it back on agenda tomorrow.

9. Marcus Henderson - County Counsel

1. TRT Initiative/Referendum Discussion

Commissioner Morris/Marcus Henderson/Jim Chadderdon-Discover Klamath address the Board with draft ballot language for TRT increase and steps to get on next election. Discussion about how long the Museum levy has left. Commissioner Morris would like the Board to review the language and approve in Work Session tomorrow.

10. BOCC

1. Budget Message For 21-22 Budget

Commissioner Morris will work on Commissioners budget message and get with staff.

2. City Of Chiloquin's Request For A Letter Of Support

Commissioner DeGroot suggests Commissioner Morris working with staff to draft letter of support for their application for the Oregon Paths Grant and sending on behalf of the Board. Board is good with that.

3. County Representative For AOC Twice Monthly Check-In Meetings

Board would like Commissioner Morris to continue on as the representative for Klamath County for District 7.

4. Support Letter For Southern Oregon Joint Apprenticeship And Training Committee

Commissioner DeGroot explains program and support letter, and motions to sign letter, Commissioner Morris seconds. Unanimous vote. Approved.

5. Spring Tourism Grant Cycle

Commissioner Morris wants to know if the BOCC desires to have a Tourism Grant Spring 2021 cycle? Commissioner Boyd asks if we have the funding, Noel responds that we have roughly 173k in the fund. Discussion about a potential decrease in funding due to COVID and lottery dollars. Commissioner DeGroot suggests if we do have a spring cycle then the applications should concentrate around capital improvements rather than tourism events. Commissioner Morris thinks we may be heading towards spring/summer events with the vaccine out now, but likes the idea of capital improvements. Noel asks how much? Board agrees

6. Turnkey Name - DD

Aaron Hartman addresses the Board suggest name of Klamath County Home Front. Commissioner Boyd asks where we are in this process? Hartman responds and explains. Further discussion about specific modifications that will need to happen with the property. Commissioner Morris indicates she was on a call yesterday and there is definitely State support for this project. Commissioner Boyd voices that he is not good with this whole project, but is good with the name. Board likes the name and gives consensus to use Klamath County Home Front.

7. AOC 2021 Dues Invoice



Commissioner DeGroot motions to pay AOC dues minus the Federal Land Management Committee, PERS, Veterans amount (\$2,403.92) coming from Veterans fund and rest (\$36,523.13) coming from General Fund non-departmental, Commissioner Morris seconds. Unanimous vote. Approved

11. Other County Business

Amanda VanRiper presents a desk audit questionnaire for the Board to review. BOCC will review and bring back next week.

12. Adjournment

2:35pm

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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