



Board of Commissioners' Administrative Meeting  
May 18, 2021 ~ 1:00 pm ~ Room 214

5/18/2021 - 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 Morris, Commissioner DeGroot (via phone), Commissioner Boyd, Sandy Cox/Admin Staff, Amanda VanRiper/HR, Jennifer Little/Public Health, Myles Maxey/DDS, Nathan Bigby/Assessor, Jeremy Morris/Public Works, Rick Vaughn/Tax Collector, Tom Crist/Solid Waste, Vickie Noel/Finance, Leslie Barlow-Hunter

**3. Approve Minutes From Last Meeting**

Commissioner Morris approves minutes from May 11, 2021 Admin Meeting.

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

**1. Department Request – Public Health Time Donation Request**

Amanda VanRiper, Jennifer Little address the Board. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Unanimous vote. Approved

**2. Department Request - Exception To Policy Request – Assessors Hire**

Amanda VanRiper, Nathan Bigby address the Board. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Commissioner Boyd asks what will this do for the citizens. Bigby responds. Unanimous vote. Approved

**3. Department Request - Office Team Restructure Request (Front Office) – DDS**

Amanda VanRiper, Myles Maxey address the Board. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Unanimous vote. Approved

**4. Department Request - Office Team Restructure Request (Specialist Team) DDS**

Amanda VanRiper, Myles Maxey address the Board. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Commissioner Boyd questions "vacant' position"? Maxey clarifies. Unanimous

vote. Approved

**5. Department Request - New Positions Request DDS**

Amanda VanRiper, Myles Maxey address the Board. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Commissioner Boyd questions if all these job descriptions have been approved by the union? VanRiper responds that the job descriptions have been submitted to the union, they haven't heard anything officially from them but understands that we just need to notify them so believes we are fine moving forward. Unanimous vote. Approved

**6. Department Request - DDS Director Reclass**

Amanda VanRiper addresses the Board on behalf of Commissioner Morris. Commissioner Morris motions to approve request as presented, Commissioner Boyd seconds. Commissioner Boyd questions why reclass rather than just bump up step? VanRiper states this follows the class and comp suggestion. Commissioner Morris elaborates further. Unanimous vote. Approved

**7. Department Request - Public Works Reclassification**

Amanda VanRiper, Jeremy Morris address the Board. Discussion about whether this was budgeted or not, Noel indicates it is budgeted, as such this exception is not necessary.

**5. Rick Vaughn - Tax Collector/Property Manager**

**1. Sale Of Former Ft. Klamath Transfer Site At Aug. Auction**

Rick Vaughn addresses the Board with information on this specific property as it is not one of the "normal" properties set for auction. Commissioner Boyd questions why we would run this through auction rather than sell through a real estate agent? Vaughn responds can look at that option, but they have been doing well on these properties through the auction and would save some money on realtor fees. Further discussion if Public Works would be interested in it.

**6. Jeremy Morris - Public Works**

**1. Balsam Drive Gate Discussion**

Jeremy Morris addresses the Board regarding a gate permit and what it entails, presents sample would like authorization to use and require the same gate the ODOT requires. Commissioner Boyd questions the price difference of the proposed gate and the (ODOT) suggested gate? Morris doesn't think there would be much difference. Commissioner Boyd asks Rick Vaughn if he has had any further communication with the land owners about the gate? Vaughn responds yes and explains. Commissioner Boyd doesn't have a problem with the gate the land owner is proposing. Board is good with either gate.

## **7. Tom Crist - Solid Waste, Parks**

### **1. Transfer Station Update**

Tom Crist, Gary Penning, & Russ Carter address the Board regarding the fire at the Tingley lane transfer station on Sunday. The structure is not safe and should be demolished asap. Commissioner Boyd clarifies we need to declare an emergency then can move forward with getting quotes to get the building on the ground, Barlow-Hunter explains yes. Commissioner Boyd wants to make sure the insurance piece is taken care of ASAP, Barlow-Hunter has been in touch with insurance agent and hopefully they can get out there and take pictures today. Commissioner DeGroot agrees time is of the essence. Commissioner Morris motions to declare an emergency regarding the Tingley Lane Transfer Station, Commissioner Boyd seconds. Russ Carter will help out as needed. Commissioner Boyd indicates we need to get demo permit ASAP. Further discussion about commingling of recycling and trash. Unanimous vote. Approved

## **8. BOCC**

### **1. ARP Project Funding**

Commissioner Morris asks if there anything new to discuss. Noel indicates that training for individual that lost their jobs due to COVID then that's allowed, but Economic Development and new job creation is not allowed. Commissioner Boyd argues that would be hard to prove the difference. Commissioner Morris is disappointed in the guidance. Commissioner Boyd brings up the housing fund we are proposing may not be allowed by the new guidance. Noel reviews the specific guidance.

Noel asks about guidance for purchases from departments. Board would like Department Heads to run purchases other than PPE, cleaning supplies or anything over 5k by Vickie and they will be discussed by the BOCC weekly.

### **2. Vaccine Incentives**

Commissioner Morris indicates that the County will be getting funding \$420,000.00 to help incentivize people to get vaccinated and increase the vaccine rates. Molly Jespersen/Kara Kaeffring/Sky Lakes and Jennifer Little address the BOCC would like set up a raffle of sorts (cash prizes and perhaps a vehicle) to include people that have been vaccinated and incentivize those that haven't been, create a youth program as well. Commissioner Boyd believes incentive is a nice word for bribery, doesn't think we should have to do this, additionally what about those individuals that have a medical issue and can't get vaccinated. Believes we need to send the money back, people should take care of themselves. Little/Jespersen respond, they see this as a thank you for getting vaccinated. Noel suggests putting the money towards getting people to the clinics or mobile clinics, Little responds they have already been

doing those things and now we need to do something big. Noel states that she didn't get any responses from other counties when she reached out yesterday. Further discussion about getting the local doctors to do more outreach. Commissioner Morris suggests tabling the matter to next week.

### **3. Employee Guidance - KMM**

Commissioner Morris wants to know if the BOCC wants to give direction to the employees about face mask guidance. Discussion about what the State guidance is, Commissioner Morris suggests putting up new signage indicating the new guidance and send email to employees explaining. Commissioner Boyd thinks we should just take down the signs and move forward, we need to take care of ourselves. Commissioner Morris indicates her observation over the last year is that people want clarity, we should let people know if they are vaccinated that they do need to wear masks but if not then they should wear masks and social distance.

### **4. Oregon Department Of Forestry 2020 Customer Satisfaction Survey**

Commissioners will assign the survey to Commissioner DeGroot to complete.

### **5. Ross Ragland Kids Fair Sponsorship (KMM)**

Commissioner Morris asks if we would sponsor \$1000.00? Commissioner Boyd thinks they should come do a presentation. Commissioner Morris will have them come make the ask.

### **9. Other County Business**

None

### **10. Adjournment**

2:20

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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