



Board of Commissioners Business Meeting Agenda
April 4, 2023 ~ 1:00pm ~ Room 219

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To 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. Public Comment

1. To Give Public Comment, You May Attend The Meeting In Person Or Join The Meeting Remotely. To Join Remotely, Click The Link Or Call The Number Below:

Join Zoom Meeting

[HTTPS://ZOOM.US/J/93654380858?](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

[PWD=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

Meeting ID: 936 5438 0858

Passcode: 299921

Join by phone: 833 548 0282 US Toll-free

Meeting ID: 936 5438 0858

Passcode: 299921

4. Agenda Deletions/Additions

5. Approve Minutes From Last Meeting

1. In The Matter Of Approving The Minutes From The March 21, 2023 Business Meeting. - BOCC

Background: Approve the Minutes which summarize all business by the Board of Commissioners for the Business Meeting held on the date stated above.

Recommended Motion: Approve the minutes as presented.
Fiscal Impact is None.

Documents:

[04-04-23-BOCC-WEEKLY PROCEEDINGS.PDF](#)

6. Proclamations/Presentations

1. In The Matter Of Presenting The Monthly Employee Service Awards - BOCC

Background: Employees are presented service awards in 5 year increments beginning with their first 5 years of service to Klamath County.

5 Years

Amanda Graham – Animal Control

Jerry Terry – Public Works

Lee Felder – Public Works

10 Years

Charla Hudson-Oppenlander - Library

20 Years

David Gray – Solid Waste

Recommended Motion: Read above names for the record.
Fiscal Impact: None

Documents:

[SCAN.PDF](#)

7. Bids/Awards/Proposals

1. In The Matter Of Accepting Quote From Ron Tonkin CJDRF For The Purchase And Authorization To Sign For One Vehicle, A 2023 Jeep Grand Cherokee Laredo 4x4. Myles Maxey, DDS

Background: DDS received approval February 28, 2023 to request bids for a new mid-size SUV. Klamath County Contracts & Risk Manager sent a request for bids to multiple dealerships, as well as through Cooperative Purchasing options. One bid was received for a Jeep Grand Cherokee Laredo 4x4. Therefore, DDS would like to purchase a 2023 Jeep Grand Cherokee Laredo 4x4, which met the requested specifications for a mid-size SUV.

Fiscal Impact: \$43,195.68.

Recommended Motion: Approve DDS to purchase and authorize Myles Maxey, Director, to sign for one vehicle: a 2023 Jeep Grand Cherokee Laredo 4x4 for \$43,195.68 to be paid from fund 2450-4050-4060-4000-70110 (Vehicles Other).

Documents:

[2023 SUV APPROVAL TO PURCHASE BOCC AGENDA ITEM SUMMARY PAGE 4.4.23_FULL.PDF](#)

2. In The Matter Of Accepting Quote From Docutopia For Scanning And Indexing Of Marriage Licenses To Go Paperless And Provide To Public Electronically. Rochelle Long, Clerk

Background: The county clerk is requesting to use reserved money from the Recording Storage fund to preserve and scan in all of the marriage licenses prior to 2000, making the old documents retrievable and going as paperless as possible. The paper would be safely stored, but the marriage licenses would be accessible anytime. Quotes were acquired from: Docutopia - \$49,900; Kofile – No quote; US-Imaging – No quote.

Recommended Motion: Approve acceptance of quote from

Docutopia. Fiscal Impact: \$49,900 from Clerk-Storage fund (2140). Budget Resolution to follow.

Documents:

[AGENDA-BID_AWARDS.PDF](#)

3. In The Matter Of Requesting Approval Of The Purchase Of A 2009 Ford F450 Utility Truck For The Sheriff's Office Fleet Manager And Facilities Technician Position - Chris Kaber, Sheriff

Background: The purchase from Luxor Auto Group of a 2009 Ford F450 Utility truck for the Sheriff's Office Fleet Manager and Facilities Technician position to replace a 2016 Chevrolet Silverado 1500 V6 2-wheel drive. The purchase of the vehicle has a total expense of \$21,000.

The funds received from the sale of the 2016 Chevrolet will replenish the expense of the 2009 Ford F450 after the auction in April. As this is not in our capitol outlay for the 2022-2023 budget, a budget resolution may be necessary.

Recommended Motion: Approve the Klamath County Sheriff's Office to accept and to sign for the purchase of one 2009 Ford F450 Utility truck from Luxor Auto Group in Klamath Falls. Expenditures in the amount of \$21,000 to be paid from the Sheriff's Office Equipment Reserve.

Documents:

[BOCC AGENDA SERVICE TRUCK.PDF](#)

4. In The Matter Of Acceptance Of A Price Quote From Basin Telecom To Install A New Fire Alarm System In The Baldwin Hotel Museum. Todd Kepple, Museum Director.

Background: Basin Telecom has submitted a price quote of \$5,654.00 to install a new fire alarm system in the Baldwin Hotel Museum. This will replace the outdated fire alarm system in the building. The Klamath County Museum Foundation will cover the cost of this project.

Fiscal Impact: The Klamath County Museum Foundation will cover the cost of this project. There is no fiscal impact.

Recommended Motion: Accept quote from Basin Telecom to install a new fire alarm system in the Baldwin Hotel Museum, and authorize museum director to sign the quote. There is no fiscal impact.

Documents:

[BALDWIN FIRE ALARM QUOTE 2023.PDF](#)

8. Public Hearings

1. TIME CERTAIN 1:15 PM-In The Matter Of Holding A Public Hearing On Proposed Supplemental Budget Resolutions For Klamath County Budget For Fiscal Year 2022-2023. BOCC

Background: The purpose of the hearing is to discuss the proposed supplemental budget resolutions for Klamath County's budget for the fiscal year 2022-2023 as advertised. Time certain 1:15 pm.

Recommended Motion: Hold the hearing on the proposed supplemental budget of Klamath County for fiscal year 2022-2023. Fiscal Impact: \$183.54 Expenditure to the Finance budget for advertising costs.

Documents:

[4-4-2023 SUPPLEMENTAL BUDGET HEARING.PDF](#)

1.1. In The Matter Of The Adoption Of A Supplemental Budget Within The Clerk Storage Fund. Vickie Noel - Finance

Background: The Klamath County Clerk's Recording budget is projected to have a shortfall in recording fees for fiscal year 2023. There is also a

need to contract services for marriage record scanning and indexing. This resolution will appropriate funds from Clerk Storage in the form of a transfer to the General Fund recording sub-department and will allow for the contract for services.

Recommended Motion: The Board of Commissioners of Klamath County, Oregon hereby approve the supplemental budget for fiscal year 2022-2023 as outlined in the attached documents for changes to the Clerk Storage Fund. Fiscal Impact: \$217,000 change in appropriations.

Documents:

[4-4-2023 SUPPLEMENTAL BUDGET SUMMARY PAGE.PDF](#)

**1.2. Approve Supplemental Budget Resolution In The General Fund – Clerk Elections And Recording.
Vickie Noel - Finance**

Background: For the Clerk’s Office recording sub-department, this resolution records a transfer to supplement recording shortfall of revenue in FY 2023 and allows for \$50,000 for contract services for marriage record scanning/indexing. In the elections sub-department, this resolution records a state grant and budgets for a temporary staff position used to fill a vacancy.

Recommended Motion: Approve the supplemental budget resolution for fiscal year 2022-23 as outlined in the attached document. Fiscal Impact: \$249,000 increase in revenues and expenditures to the General fund – Clerk Elections and Recording departments.

Documents:

[4-4-2023 GF CLERK BOCC AGENDA ITEM BR.PDF](#)

9. Orders

1. In The Matter Of Signing The Final Order And Ordinance To Render The Prior Approval Of CLUP/ZC 9-22 Into Writing. Map No. R-3507-V21AA-00800. Erik Nobel, CDD/Planning

Background: On February 28, 2023, the Klamath County Planning Commission held a public hearing and heard a Comprehensive Plan and Zone Change request to rezone portion of a 2.13-acre property from Rural Residential (R5) to Rural Community Commercial (RUC-C). After considering all testimony and reviewing the Klamath County Land Development Code, Planning Commission unanimous recommended the approval of the Comprehensive Plan and Zone Change.

The Board of County Commissioners after listening to the Planning Commission hearing, deliberated and unanimously approved the requested Comprehensive Plan and Zone Change, based on the findings and recommendation of the Planning Commission.

Recommended Motion: Approve to sign the Final Order and Ordinance rendering the prior approved decision into writing. There is no fiscal impact to Klamath County.

Fiscal Impact: There is no fiscal impact to Klamath County.

Documents:

[BOCC PACKET CLUP.ZC 9.22.PDF](#)

2. In The Matter Of Signing The Final Order And Ordinance To Render The Prior Denial Of CLUP/ZC 6-22 Into Writing. Map No. R-3610-02200-01000. Erik Nobel, CDD/Planning

Background: On February 28, 2023, the Klamath County Planning Commission held a public hearing and heard a Comprehensive Plan and Zone Change request to rezone a

25.1-acre property from Rural Residential (R5) to Forest Range (FR). After considering all testimony and reviewing the Klamath County Land Development Code, Planning Commission with a 4-2 vote recommended the approval of the Comprehensive Plan and Zone Change.

The Board of County Commissioners after listening to the Planning Commission hearing, deliberated and unanimously denied the requested Comprehensive Plan and Zone Change, based on the findings that Article 48.030 (B) (1) was not met.

The Board of County Commissioners concluded the applicant's burden of proof did not include sufficient finding to determine the public need for the proposed Comprehensive Plan and Zone Change.

Recommended Motion: Approve to sign the Final Order rendering the prior decision into writing. There is no fiscal impact to Klamath County.

Fiscal Impact: There is no fiscal impact to Klamath County.

Documents:

[CLUP.ZC 6.22 BOCC PACKET.PDF](#)

3. In The Matter Of Signing The Final Order To Render The Prior Decision On Appeal Of LP 21-22 Into Writing. Map No. R-3909-010AA-00701-000. Erik Nobel, CDD/Planning

Background: On February 21, 2023, the Klamath County Planning Commission held a public hearing and heard an appeal regarding two conditions placed on LP 21-22. The first condition being appealed was minimum driveway spacing requirement for collector of 100 feet. The second condition being appealed was the requirement to pave the driveway and parking area. The Board of County Commissioners after listening to the Staff and testimony, deliberated and unanimously approved the first appeal granting the appellant the ability to construct a driveway in the location shown on the tentative map for LP 21-22, and

denied the second appeal. The applicant is still required to pave the driveway and parking areas.

Recommended Motion: Approve to sign the Final Order rendering the prior decision into writing. There is no fiscal impact to Klamath County.

Fiscal Impact: There is no fiscal impact to Klamath County.

Documents:

[LP 21.22 BOCC PACKET.PDF](#)

4. In The Matter Of Appointing Brandon Wright To The Veterans Advisory Council. - BOCC

Background: The Veterans Advisory Council has a vacancy and has recommended the above named applicant who is willing, able and eligible to serve a term on the Council commencing this day and expiring December 31, 2025.

Recommended Motion: Approve and sign the attached Order appointing Brandon Wright to the Veterans Advisory Council. There is no Fiscal Impact.

Documents:

[04-04-23-BOCC-OR2023- APPOINT WRIGHT VETERANS ADV COUNCIL.PDF](#)

10. Agreements

1. In The Matter Of Approving The Klamath County Sheriff To Enter Into An Agreement With The United States Department Of Interior, Bureau Of Land Management (BLM) To Provide Them Law Enforcement Services. - Chris Kaber, Sheriffq

Background: The Sheriff's Office would provide law enforcement services on BLM lands and invoice them for the agreed upon composite rates per hour based on the level of

personnel provided. The agreement number 140L4319P0121 P00005 would be in effect from October 1, 2022 through September 30, 2023.

Recommended Motion: Approve the Sheriff to enter into and sign agreement 140L4319P0121 Modification P00005 to provide the BLM with law enforcement services and earn revenues up to \$60,000 annually based on hours and level of service provided. **Fiscal Impact:** Potential revenues in the amount of \$60,000 annually based on hours of service provided.

Documents:

[BLM 140L4319P0121 P00005 BOCC AGENDA ITEM.PDF](#)

2. In The Matter Of An Agreement Between Klamath County And U.S. Department Of Fish & Wildlife For Noxious Weed Control. Todd Pfeiffer, Weed Control

Background: Klamath County enters into agreements with outside agencies to treat noxious weed infestations on their property. The purpose of this agreement is to treat noxious weed-infested areas of fish & Wildlife ownership within Klamath County. The location of the treatment is as follows:

a. Upper Klamath Refuge – Barnes Agency Unit

Recommended Motion: Board approve and sign the agreement between U.S. Department of Fish & Wildlife and Klamath County for noxious weed control. Fiscal Impact is \$2,500.00 income to the Weed Control Budget.

Documents:

[2023 US FISH WILDLIFE BLUE SHEET.PDF](#)

3. In The Matter Of Approving An Amendment To The Agreement With State Of Oregon Intergovernmental Grant Agreement (IGA) For The Financing Of Community Developmental Disabilities Services Agreement Number 169205 As A Result Of KCDDS Being Granted The ARPA Innovation Grant. Myles Maxey, DDS

Background: ODHS has amended the due date for the Summary report in Exhibit I, Section 2.d.i., in the Grant Agreement for Financing of Community Developmental Disabilities Services between Oregon Department of Human Services (ODHS) and Klamath County (CDDP) due to KCDDS being granted the ARPA Innovation Grant.

Recommended Motion: Approve the Amendment to the agreement with State of Oregon Intergovernmental Grant Agreement (IGA) for the Financing of Community Developmental Disabilities Services Agreement number 169205 as a result of KCDDS being granted the ARPA Innovation Grant and authorize DDS Director Myles Maxey to sign. **Fiscal Impact:** None

Documents:

[ODHS IGA 169205 CONTRACT AMENDMENT BOCC AGENDA ITEM SUMMARY PAGE 4.4.23_FULL.PDF](#)

4. In The Matter Of Approving Amendment #13 To Intergovernmental Agreement (IGA) #169517 For The Financing Of Public Health Services Between The State Of Oregon, Oregon Health Authority (OHA), And Klamath County, Acting By And Through Klamath County Public Health (KCPH). – Jennifer Little, Public Health

Background: Agreement #169517, which became effective July 1, 2021, delegates authority to Klamath County Public Health to operate public health programs in Klamath County. This amendment replaces the program element (PE) description for PE62 “Overdose Prevention”. In addition, Attachment C, the Financial Assistance Award for fiscal year 2023 is updated by this amendment. The agreement remains effective through June 30, 2023.

Recommended Motion: Move to approve Amendment #13 to Intergovernmental Agreement (IGA) #169517 for the Financing of Public Health Services between the State of Oregon, Oregon Health Authority (OHA), and Klamath County, acting by and through Klamath County Public Health (KCPH). Fiscal impact is

increased grant award for FY 23 of 5,272 to sub department 4049 Overdose Prevention, fentanyl campaign funds. Authorize the Department Head to sign.

Documents:

[169517-13.PDF](#)

5. In The Matter Of An Agreement Between Basin Partners Internship Program (BPIP) And Klamath County Clerk For A Host Organization Expectation Agreement. Rochelle Long, Clerk

Background: This is an agreement to host a student intern between June 19 and July 21, 2023 for no more than 100 hours.

Recommended Motion: Approve host agreement between Basin Partners Internship Program and Klamath County Clerk and authorize Klamath County Clerk to sign. Fiscal Impact: \$1,200.00 expense to the General Fund – Clerk Recording budget.

Documents:

[AGENDA-BPIP_04-04-23.PDF](#)

11. Licenses

1. In The Matter Of Approving A Recommendation For A New Liquor License For The Highway Café LLC. - BOCC

Background: The Oregon Liquor Control Commission (OLCC) verifies that each tavern/store has met the necessary conditions to sell liquor. The County's position is a recommendation only and the OLCC may take the recommendation into consideration before granting or refusing the license.

Recommended Motion: Note for the Record. Fiscal Impact: Revenue of \$25.00 for each new license to the General Fund-Commissioners.

Documents:

[LIQUOR LICENSE SUMMARY PAGE.PDF](#)

12. Library Service District

1. In The Matter Of Authorizing The Library Director To Sign The Intergovernmental Grant Agreement Between The State Of Oregon, Acting By And Through Its Oregon Department Of Human Services And The Klamath County Library Service District. Nathalie Johnston, Library

Background: The Klamath County Library Service District applied for a grant provided by the Oregon Department of Human Services on behalf of the Sprague River Library. The Sprague River branch library is located at 32402 Sprague River Hwy, Sprague River, and serves as a community center and post-office annex. The Sprague River Library would be an ideal shelter for the public seeking cleaner air when wildfire smoke makes breathing difficult and a cooling space for when extreme hot weather creates unhealthy conditions for people.

The library building doesn't have central air cooling. Right now, we rely on a swamp cooler to keep the library cool, but it is very inadequate. The grant will enable us to install an HVA system for the whole building. We applied and were awarded a grant for \$12,730.

Recommended Motion: Authorize the Library Director to sign the Intergovernmental Grant Agreement between the State of Oregon, acting by and through its Oregon Department of Human Services and the Klamath County Library Service District. Fiscal Impact: Revenue of \$12,730 in line item 2510-5010-5011-5000-45000 Grant-State.

Documents:

[BLUE SHEET CLEANER AIR GRANT IGA.PDF](#)

2. In The Matter Of Authorizing The Library Director To Sign The Memorandum Of Understanding Between The State Library Of Oregon And Klamath County Library Service District - Nathalie Johnston, Library Director

Background: The State Library is offering small grants to libraries in Oregon to fund library internships for local high school juniors or seniors (approximately 16–19 years old), to be completed in Summer 2023. The amount we requested is \$3,584.25. This will cover the hours and FICA.



Recommended Motion: Authorize the Library Director to sign the Memorandum of Understanding between the State Library of Oregon and Klamath County Library Service District. Fiscal impact: Revenue of \$3,584.25 in line item 2510-5010-5011-5000-45000 Grant-State

Documents:

[BLUE SHEET FOR SUMMER INTERN GRANT MOU 2023.PDF](#)

13. Commissioner Reports

14. 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.

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