



Board of Commissioners Business Meeting Agenda
April 25, 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 April 11, 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:

[04-25-23-BOCC-WEEKLY PROCEEDINGS.PDF](#)

6. Bids/Awards/Proposals

1. In The Matter Of The Board Accepting A Quote From Rocky Mountain Construction For Crushing Concrete At The Klamath Falls Landfill. Tom Crist, CDD Solid Waste

Background: The Large pile of concrete located at the Klamath Falls Landfill is regularly pulverized into smaller pieces by the landfill operator. The pile will need crushed down even further to be utilized for road base within the Landfill. The Landfill does not have the equipment necessary to crush the concrete, therefore quotes were requested for this service.

Rocky Mountain Construction \$34,625.00

Knife River Materials - no response

Recommended Motion: Accept a quote from Rocky Mountain Construction for crushing concrete at the Klamath Falls Landfill.
Fiscal Impact; None at this time.

Documents:

[BLUE SHEET PACKET ACCEPTING QUOTE CONCRETE CRUSHING.PDF](#)

2. In Matter Of Approving The Invitation To Bid Packet For The Klamath County Fairgrounds And Event Center RV Lot Expansion Project. Derrick J. Rowley, Director

Issue: In the matter of approving the Invitation to Bid (ITB) package, and any subsequent Addendums to the ITB package

for the Klamath County Fairgrounds and Event Center RV lot expansion project.

Background: The Klamath County Fairgrounds/Event Center is in the process of expanding the east RV area from 24 full-service sites to 48 full-service sites. The Invitation to Bid Packet has been created by the design and construction engineer, Rhine-Cross Group, LLC. This packet requests bids to furnish all labor, equipment and materials for the construction of the 48 full-service sites. The base bid work will include all incidental items required to deliver a complete package suitable for occupancy and operation by the Klamath County Fairgrounds/Event Center.

Recommended Motion: Approve the Invitation to Bid (ITB) package, and any subsequent Addendums to the ITB page for the Klamath County Fairgrounds and Event Center RV lot expansion project. **Fiscal Impact: None at this time**

Documents:

[21181.PDF](#)

3. In The Matter Of Approving The Quote And Purchase Of Four (4) Community Corrections Vehicles. Community Corrections, Aaron Hartman

Background: The Board of County Commissioner's approved the 2022-2023 budget, where in Klamath County Community Corrections budgeted \$110,000 for the purchase of new vehicles within FY23, and are in the process of getting the remaining \$69,334.38 adjusted within our budget for the purchase of these vehicles. Request for Quotes on four (4) vehicles were sent out to

the following businesses: Lithia Ford and Butler Ford. Lithia Ford in Klamath Falls was able to meet all of the specifications, along with having the vehicles available for purchase. The RFQ from Lithia Ford is as follows:

Two (2) 2023 Ford Edge SE AWD \$79,946.99 (includes DMV & Tax Fees)

Two (2) 2023 Ford Explorer XLT 4WD \$99,387.39 (includes DMV & Tax Fees)

Recommended Motion: Approve the purchase of the four (4) quoted vehicles and to allow Aaron Hartman, Community Corrections Director, to sign for the four (4) vehicles on behalf of Klamath County. Fiscal Impact: expenditure of \$179,334.38 from the Community Corrections Equipment Reserve Fund.

Documents:

[ACCEPT QUOTE 2023 CC VEHICLES.PDF](#)

7. 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: \$176.38 Expenditure to the Finance budget for advertising costs.

Documents:

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

Background: Klamath County Community Corrections received quotes from Lithia Ford for the purchase of 4 pickups. The availability of these vehicles was unknown during the preparation of the 2022-23 budget, and only 2 pickups were budgeted. This resolution appropriates an additional \$75,000 to Capital Outlay from Reserve for Future Expenditures.

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 Community Corrections Fund. Fiscal Impact: \$75,000 appropriation to Capital Outlay from Reserve from Future Expenditures.

Documents:

[4-25-2023 SUPPLEMENTAL BUDGET SUMMARY PAGE.PDF](#)

8. Resolutions

1. In The Matter Of A Resolution Setting The Two Hearing Dates On Proposed Changes To The Tobacco Retail Licensing Ordinance-BOCC

Background: Proposed changes have been made due to public health concerns on the high amount of tobacco use in youth and their ability to purchase tobacco illegally. The attached Resolution sets the first hearing on the proposed changes for Tuesday, May 9, 2023 at 1:15 p.m. and the second hearing is set for Tuesday, May 23, 2023 at 1:15 p.m.

Recommended Motion: The Board of County Commissioners approves and signs the attached Resolution that sets the two public hearing dates on proposed Ordinance 90.02. **Fiscal impact:** None

Documents:

[BOCC RESOLUTION.SET 90.02.PDF](#)

9. Orders

1. In The Matter Of Appointing Albert Wilder Sr. To The Chiloquin Vector Control District Board. - BOCC

Background: The Chiloquin Vector Control District Board has a vacancy and has recommended the above named applicant who is willing, able and eligible to serve a term on the Board.

Recommended Motion: Approve and sign the attached Order appointing Albert Wilder Sr. to the Chiloquin Vector Control District Board. There is no fiscal impact.

Documents:

[04-25-23-BOCC-OR2023- APPOINT WILDER SR CHILOQUIN VECTOR CONTROL.PDF](#)

2. In The Matter Of Appointing Trevenen Wright To The Klamath Falls Forest Estates Unit 1 Special Road District Board. - BOCC

Background: The Klamath Falls Forest Estates Unit 1 Special Road District Board has a vacancy. The above named applicant is willing, able and eligible to serve a term on the Board commencing this day and expiring December 31, 2023.

Recommended Motion: Approve and sign the attached Order appointing Trevenen Wright to the Klamath Falls Forest Estates Unit 1 Special Road District Board. There is no Fiscal Impact.

Documents:

[04-25-23-BOCC-OR2023- APPOINT WRIGHT KFFE UNIT1 ROAD DIST.PDF](#)

10. Agreements

1. In The Matter Of An Agreement Between Basin Partners Internship Program (BPIP) And Klamath County Information Technology For A Host Organization Expectation Agreement. - Jessica Chastain, IT Director

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 Information Technology and authorize Klamath County Information Technology Director to sign. **Fiscal**

Impact: \$1,200.00 expense to the Internal Services Information Technology fund.

Documents:

[BPIP.PDF](#)

2. In The Matter Of An Intergovernmental Agreement With The City Of Klamath Falls-BOCC

Background: The City and County are co-owners of property that has been leased to Blackman Ranch, Inc. for many years. In order to manage the lease, the City and County had entered into an IGA that authorized the City to be the entity that dealt with the tenant. The previous IGA has expired so a new IGA needs to be executed in order to continue managing the lease. The City of Klamath Falls approved and executed the attached IGA on March 20, 2023.

Recommended Motion: The Klamath County Board of Commissioners approves and signs the attached IGA with the City of Klamath Falls. **No fiscal impact.**

Documents:

[CITY.COUNTY.IGA-DETENTION PROPERTY.PDF](#)

3. In The Matter Of Approving A Personal Service Agreement For Translation Services Between Lilian Belsky And Klamath County Public Health (KCPH). –Jennifer Little, Public Health

Background: Klamath County Public Health (KCPH) has had a translation and interpretation contract with a local contractor since 2019. That contract has come to its conclusion and KCPH wishes to continue contracting for local, certified translation and interpretation services. This allows KCPH to meet the rules in ORS 413.550, requiring the use of certified healthcare interpreters as well as providing linguistically appropriate services to our clients. KCPH solicited quotes from certified healthcare interpreters who are on the Oregon State Certified Healthcare Interpreters registry, specifically those whose service area was Klamath County. To ensure accessibility, KCPH would like to contract with two translators. KCPH received quotes from the following translators: Lilian Belsky, Terry Reed, Martin Conta. It was determined that Martin Conta lives in the metro area and is therefore not a local translator. KCPH would like to move forward with the contract with Lilian Belsky who is a local, certified translator.

Recommended Motion: Move to approve the Personal Service Agreement for Translation Services between Lilian Belsky and Klamath County Public Health. Fiscal impact is initial payment of \$2500 with a not-to-exceed amount of \$5,000. Expenses will be paid out of Modernization funding sub department 4039. Authorize department head to sign.

Documents:

[CONTRACT WITH LILIAN.PDF](#)

4. Issue: In The Matter Of Approving A Personal Service Agreement For Translation Services Between Terry Reed And Klamath County Public Health (KCPH). –Jennifer Little, Public Health

Background: Klamath County Public Health (KCPH) has had a translation and interpretation contract with a local contractor since 2019. That contract has come to its conclusion and KCPH wishes to continue contracting for local, certified translation and interpretation services. This allows KCPH to meet the rules in ORS 413.550, requiring the use of certified healthcare interpreters as well as providing linguistically appropriate services to our clients. KCPH solicited quotes from certified healthcare interpreters who are on the Oregon State Certified Healthcare Interpreters registry, specifically those whose service area was Klamath County. To ensure accessibility, KCPH would like to contract with two translators. KCPH received quotes from the following translators: Lilian Belsky, Terry Reed, Martin Conta. It was determined that Martin Conta lives in the metro area and is therefore not a local translator. KCPH would like to move forward with the contract with Terry Reed who is a local, certified translator.

Recommended Motion: Move to approve the Personal Service Agreement for Translation Services between Terry Reed and Klamath County Public Health. Fiscal impact is initial payment of \$2500 with a not-to-exceed amount of \$5,000. Expenses will be paid out of Modernization funding sub department 4039. Authorize department head to sign.

Documents:

[CONTRACT WITH TERRY.PDF](#)

5. In The Matter Of Approving An Agreement Amendment With Permittium, LLC For The Provision For Online Weapons Permit Application - Chris Kaber, Sheriff

Background: The Sheriff's Office entered into an agreement with Permittium, LLC with approval from the Board of Commissioners, May 24, 2022. We seek to amend that agreement to add services provided by Permittium to offer access to online applications for the anticipated firearms purchase permit regulated by BM 114. The ability to apply online

will provide the residents of Klamath County flexibility, accessibility and convenience to permits and concealed handgun license services. The Sheriff's Office will absorb the \$7 convenience fee charged by Permitted.

Recommended Motion: Approve the amended agreement with Permitted, LLC for online services providing online applications to firearm purchase permits and authorize the Sheriff to sign the amended agreement. **Fiscal Impact:** It is anticipated there will be an increase in Revenue due to the online access to the Sheriff's Office – Civil Division; however, this figure is not able to be calculated at this time.

Documents:

[BOCC AGENDA ITEM PERMITTED AMENDED AGREEMENT 2.PDF](#)

6. In The Matter Of Approving And Signing Klamath County American Rescue Act Grant Agreements For The Completed And Ready Applicants – Natalie Parker, Grant Manager

Background: The American Rescue Plan Act Grant Allocation Committee met on January 18, 2023 to hear presentations from eligible grant applications to the Board of County Commissioners (BOCC) for funding. The ARPA Grant Allocation Committee reviewed the recommendations and approved funding to grant recipients on January 19, 2023 for the applicants as detailed below:

Klamath Trails Alliance	\$240,00000
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All grant submission requirements have been satisfied and the contract is complete and signed by grantee.

Recommended Motion: Approve and sign the Klamath County American Rescue Plan Act Grant agreement. Fiscal Impact: Expenditure of \$240,000.00 from the COVID19 Pandemic Grant fund.

Documents:

[2023 ARPA BOCC AGENDA ITEM SUMMARY PAGE 5-2-2023.PDF](#)

7. In The Matter Of Approving And Signing Klamath County Domestic Well Financial Assistance Grant Agreements – Natalie Parker, Grants Manager

Background: The Domestic Well Grant Review Panel met on May 5, 2022 to review and recommend grant applications to the Board of County Commissioners (BOCC) for funding. The BOCC reviewed the recommendations and approved funding to grant recipients during the Admin meeting on June 7, 2022. The following grant recipients have satisfied all grant submissions and the agreements are complete and signed by the applicants.

SLIPKE, CLAYTON & LINDSAY \$21,718.77

Recommended Motion: Approve and sign the Klamath County Domestic Well Financial Assistance Grant agreements with above recipients. Fiscal impact of \$21,718.77 expenditure from the Commissioners Miscellaneous Grant Fund.

Documents:

[4-25-2023 BOCC AGENDA ITEM SUMMARY DOMESTIC WELLS.PDF](#)

8. In The Matter Of Approving And Signing The Farm Lease Agreement Between Blackman Farms Inc., The City Of Klamath Falls And Klamath County. Tax/Property Sales, Rick Vaughn

Background: Klamath County and the City of Klamath Falls co-own approximately 100 acres of farmable land that is used for flood detention. Since 1992 the County and City have leased to Blackman Farms Inc. for farming purposes. The previous lease expired on December 31, 2022. The term of this lease shall commence on January 1, 2023 and shall continue until December 31, 2024. The City of Klamath Falls has provided an IGA agreement discussing the rent payment structure.

Recommended Motion: Klamath County Commissioners approve and sign the farm lease agreement as outlined in the attached documents. **Fiscal impact:** Equally share (with the City of Klamath Falls) the rent payment of \$12,000 annually less costs incurred under the lease until December 31, 2024

Documents:

[BOCC BLACKMANS LEASE.PDF](#)

9. In The Matter Of Approving And Signing The Spence Mountain Trail Use And Maintenance Agreement. Tax/Property Sales, Rick Vaughn

Background: The BOCC had previously approved the transfer of real property known as Spence Mountain from The Trust for Public Land to Klamath County. Under County ownership, Spence Mountain will be used as a public community forest to provide recreational opportunities and a working forest for the County and Region. This agreement will allow the Sponsor to make available the volunteer services of the association membership to develop and maintain a trail system as depicted in the Spence Mountain Trail System Master Plan described herein and attached hereto.

Recommended Motion: Klamath County Commissioners approve and sign the Spence Mountain Trail Use and Maintenance Agreement. **Fiscal impact:** None at this time.

Documents:

[BOCC MOD.PDF](#)

10. In The Matter Of The Board Approving A Contract For Service Between Rocky Mountain Construction And Klamath County Solid Waste For Crushing Concrete At The Klamath Falls Landfill. Tom Crist, CDD Solid Waste

Background: Klamath County accepted a quote from Rocky

Mountain Construction to provide crushing services at the Landfill. Rocky Mountain Construction will set up equipment at the Landfill to crush concrete material as outlined in their contract, between the dates of April 1, 2023 and October 31, 2023, for the amount of \$34,625.00.

Recommended Motion: Approve a contract for service between Rocky Mountain Construction and Klamath County Solid Waste, to provide crushing services at the Klamath Falls Landfill as outlined in the contract, between April 1, 2023 and October 31, 2023; authorize the Solid Waste Manager to sign the contract. Fiscal Impact; \$34,625.00 from the Solid Waste operating budget.

Documents:

[BLUE SHEET PACKET APPROVING SERVICE CONTRACT.PDF](#)

11. Licenses

1. In The Matter Of Approving A Recommendation For A New Liquor License For Klamath Falls Liquor And More LLC.

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:

[04-25-23-BOCC-LIQUOR LICENSE.PDF](#)

12. Other County Business

1. In The Matter Of Approving And Signing The Annexation Application Between Klamath County And The City Of Klamath Falls. Property Manager, Rick Vaughn

Background: The BOCC had previously approved a project to

expand the existing RV park at the Klamath County Fairgrounds going from 24 full service sites to 48 full services sites. The City of Klamath Falls has requested the Tax Lots referenced on the application and attached Exhibits A and B, be annexed into the City once applicable in order to connect to the water/sewer system for the expansion.



Recommended Motion: Approve the Annexation Application and designate the Board of County Commissioners Chair to sign the application. **Fiscal impact:** \$500.00 from Klamath County Fairgrounds GL# ending in 70220, Facilities Improvement.

Documents:

[BOCC INFO.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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