



Board of Commissioners' Administrative Meeting  
January 14, 2020 ~ 1:00 pm ~ Room 214

1/14/2020 - Minutes

**1. Call To Order & Those Present**

Commissioner DeGroot, Commissioner Boyd, Sandy Cox/Admin Staff, Lisa Wheeler/HR, Jessica Chastain/I.T., Vickie Noel/Finance, Leslie Barlow-Hunter/Risk Management, Jeremy Morris/Public Works, Todd Hoggarth/Fairgrounds, Becca Robbins/Herald and News

**2. Approve Minutes From Last Meeting**

Commissioner DeGroot approves minutes from January 7, 2020 Admin meeting.

**3. Lisa Wheeler - Human Resources**

**1. Department Request - 1 FTE Maintenance Worker Position**

Lisa Wheeler/Todd Hoggarth address the Board. Commissioner DeGroot motions to approve request, Commissioner Boyd seconds. Commissioner Boyd questions if Fairgrounds employees are union. Hoggarth responds no. Unanimous vote. Approved

**2. Exception To Policy Request - Fairgrounds Hire**

Lisa Wheeler/Todd Hoggarth address the Board. Commissioner DeGroot motions to allow exception, Commissioner Boyd seconds. Commissioner Boyd asks if our requirement has been completed through the Temp agency? Hoggarth responds, yes. Commissioner Boyd suggests looking into changing policy as the County uses temp agencies quite often. Unanimous vote. Approved

**4. Vickie Noel / Finance**

**1. Fairgrounds - Budget Resolution**

Vickie Noel/Todd Hoggarth address the Board. Commissioner DeGroot motions to approve Budget Resolution, Commissioner Boyd seconds. Unanimous vote. Approved

**5. Jessica Chastain / Information Technology**

**1. Phone Number Discussion**

Jessica Chastain addresses the Board. Question for the BOCC is whether or not to allow Tom Banks to retain his County Cell number with him when he retires as he has used that number for years for County and personal business and also to allow him to purchase his electronics rather than sell them through Ebay. Board consensus is to allow.

## **6. Leslie Barlow-Hunter / Contracts, Risk Management**

### **1. 300 Log Report**

Leslie Barlow-Hunter addresses the Board, needs signature on report. Consensus is for Commissioner Boyd to sign.

### **2. Safety Committee Annual Report**

Leslie Barlow-Hunter presents survey results to the BOCC. Commissioner Boyd clarifies that attendance at Safety meeting is a requirement from ALL Departments. Commissioner Boyd asks what we can do to compel this requirement to be met. Barlow-Hunter suggests video/telephonic appearance? Commissioner Boyd does not like that idea, states it's not that hard for a representative to be in attendance. Commissioner DeGroot suggests memo to remind Depts. Commissioner Boyd suggests bringing it up at the next Dept. Head meeting

### **3. Workers Comp Resolution**

Commissioner DeGroot asks if this is required to be in the form of a "Resolution"? Barlow-Hunter indicates that by statute it must be in the form of a "Resolution" Commissioner DeGroot asks Barlow-Hunter to provide specific statute for the BOCC to read. Commissioner DeGroot motions to sign resolution, Commissioner Boyd seconds. Unanimous vote. Approved

## **7. Jeremy Morris - Public Works**

### **1. Snow Removal Policy**

Jeremy Morris addresses the Board and presents draft suggestions to modify the current resolution regarding snow removal. Commissioners instruct Mr. Morris to bring this back next week for further discussion. Morris questions decision to plow South Suburbs now and clear driveways per the resolution? Commissioner Boyd asks if there is a way to limit the burms? Morris responds they do their best, but they can only do so much. Commissioner consensus is to go ahead plow South Suburbs over the next couple days as we are supposed to get a break in the snow.

## **8. BOCC**

### **1. Support Letter To US EPA Airshed Grant Program**

Commissioner DeGroot motions to sign letter, Commissioner Boyd seconds. Unanimous vote. Approved

## 2. Sign Letter Of Support For The Stronghold Project

Commissioner DeGroot motions to sign letter, Commissioner Boyd seconds. Unanimous vote. Approved



## 3. 1500 Esplanade Contract

Commissioner Boyd presents request to revise the contract removing the provision to provide a down payment/deposit immediately. Commissioner Boyd would like it revised that he provide the down payment in September or when the business opens, Commissioner DeGroot agrees. Commissioner Boyd will call Counsel and get the contract revised.

## 9. Other County Business

## 10. Adjournment

1:40 pm

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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