



## Board of Commissioners Business Meeting Agenda June 4, 2019 ~ 8:30 am ~ Room 219

1. Call To Order, Those Present, Flag Salute

2. Public Comment

3. Agenda Deletions/Additions

4. Approve Minutes From Last Meeting

1. In The Matter Of Approving The “Minutes” From The May 28, 2019 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.

**Fiscal Impact:** None

**Recommended Motion:** Approve the Minutes as presented.

Documents:

[06-04-19-BOCC-WEEKLY PROCEEDINGS.PDF](#)

5. Prior Approved Items

6. Proclamations/Presentations

1. In The Matter Of Presenting 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.

**Fiscal Impact:** None

Brandon Hardt - 5 Years – Sheriff’s Office  
Kellie Hansen - 5 Years – Public Health

Thomas Banks - 25 Years – Maintenance

**Recommended Motion:** Read above names for the record.

Documents:

[MONTHLY SERVICE AWARD TEMPLATE.PDF](#)

## 7. Public Hearings

### 1. TIME CERTAIN 8:45 - In The Matter Of Holding A Public Hearing On Proposed Supplemental Budgets For Klamath County Budget For Fiscal Year 2018-2019. Vickie Noel - Finance

**Background:** The purpose of the hearing is to discuss the proposed supplemental budget resolutions for Klamath County's budget for the fiscal year 2018-2019 as advertised. Time certain 8:45 am.

**Fiscal Impact:** \$259.88 Expenditure to the Finance Department Budget

**Recommended Motion:** Hold the hearing on the proposed supplemental budget of Klamath County for fiscal year 2018-2019. Fiscal impact is \$259.88 for advertising costs.

Documents:

[6-4-19 PUBLIC HEARING.PDF](#)

## 8. Budget Resolutions

### 1. In The Matter Of The Adoption Of A Budget Resolution Within The General Fund Commissioners. Vickie Noel - Finance

**Background:** This budget resolution reduces Medical Insurance to actual and increases travel and training expenditures for 2 Commissioners.

**Fiscal Impact:** No fiscal impact, however, \$7,800.00 is reduced from Personnel Services and increased in Materials & Services.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the budget resolution for fiscal year 2018-2019 as outlined in the attached documents for changes to the General Fund - Commissioners; there is no fiscal impact, however there is a \$7,800.00

expenditure category change.

Documents:

[6-4-19 BOCC TRAVEL CHANGE.PDF](#)

**2. In The Matter Of The Adoption Of A Budget Resolution Within The Mental Health Developmental Disabilities Fund. Vickie Noel - Finance**

**Background:** Public Health purchased 3 vehicles from Developmental Disabilities (DD) for \$19,425.00. This resolution records the transfer of funds into the DD department's budget.

**Fiscal Impact:** \$19,425.00 Increase in Revenues and Expenditures in the Developmental Disabilities budget.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the budget resolution for fiscal year 2018-2019 as outlined in the attached documents for changes to the Mental Health Developmental Disabilities Fund; \$19,425.00 increase in revenues and expenditures.

Documents:

[6-4-19 BOCC BUDGET RES.PDF](#)

**3. In The Matter Of The Adoption Of A Supplemental Budget Within The Mental Health Administration Fund. Vickie Noel - Finance**

**Background:** The County owned building located at 705 Washburn Way, previously occupied by the Mental Health Department, has asbestos and is a condemned property that needs demolition. Proposals have been received by the County for the demolition and the Mental Health Administration fund has sufficient resources in the Reserve for Future Expenditures section of the budget for this expense.

**Fiscal Impact:** There is no fiscal impact, however, there is an appropriation from Reserve for Future Expenditures to Material and Services in the Mental Health Administration Fund of \$470,000.00.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the supplemental budget for fiscal year 2018-19 as outlined in the attached documents for changes to the Mental Health Administration Fund. There is no fiscal impact, but there is a \$470,000.00

appropriation from Reserve for Future Expenditures to Material and Services.

Documents:

[6-4-19 BOCC MH SUPP BUDGET.PDF](#)

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

**Background:** In a public meeting on April 3, 2019 the Klamath County Board of Commissioners agreed to donate \$200,000.00 to the Sky Lakes Foundation as a contribution to the construction of a Sobering Station. The Community Corrections Local Alcohol and Drug Planning Committee (LADPC) has reserve funds set aside for projects dedicated for Alcohol and Drug Disease treatment and prevention services. This supplemental budget appropriates \$200,000.00 from Reserve for Future Expenditures to Material and Services in the Community Corrections LADPC budget.

**Fiscal Impact:** There is no fiscal impact, however, there is an appropriation from Reserve for Future Expenditures to Material and Services in the Community Corrections LADPC fund of \$200,000.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the supplemental budget for fiscal year 2018-19 as outlined in the attached documents for changes to the Community Corrections LADPC Fund. There is no fiscal impact, but there is a \$200,000.00 appropriation from Reserve for Future Expenditures to Material and Services.

Documents:

[6-4-19 BOCC SUPP BUDGET COMM CORR.PDF](#)

#### **5. In The Matter Of The Adoption Of A Supplemental Budget Within The General Fund Non-Departmental, Sheriff Patrol Division, And District Attorney's Office, And Sheriff Special Revenue Fund. Vickie Noel - Finance**

**Background:** The Sheriff's Office was awarded a grant from the Criminal Justice Commission (CJC) for enforcement of illegal marijuana grows and distribution earlier in the fiscal year. This grant partially funds a detective in the Sheriff Patrol Division and partially funds a DA2 in the District Attorney's Office. The State of Oregon has recently decided to reduce the amount of this grant from \$204,553.00 to \$122,596.00.

This supplemental budget also increases the revenues and expenses related to Donations and training for the Patrol Division K-9.

**Fiscal Impact:** \$58,469.00 fiscal impact to the Sheriff Patrol Division and \$53,976.00 fiscal impact to the Sheriff Special Revenue Fund. The reduction of \$6,756.00 to the DA's Office from the Sheriff's Office transfer will be replaced by funds from the General Fund.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the supplemental budget for fiscal year 2018-19 as outlined in the attached documents for changes to the General Fund Non-Departmental, Sheriff Patrol Division and District Attorney's Office, and Sheriff's Special Revenue Fund.

Documents:

[6-4-19 BOCC SO, DA, NON-DEPT CHANGES.PDF](#)

#### **6. In The Matter Of The Adoption Of A Budget Resolution Within The Equipment Reserve Fund And The General Fund, District Attorney's Office. Vickie Noel - Finance**

**Background:** The Sheriff's Office is in the process of purchasing LiveScan equipment for use by the Court Security Officer's in the Courthouse building. The District Attorney has agreed to contribute \$6,000.00 toward the purchase of the LiveScan equipment. There are Salary and Wage savings in the District Attorney's Office due to an extended vacancy.

**Fiscal Impact:** \$6,000.00 Transfer from the General Fund District Attorney's Office to the Equipment Reserve Fund.

**Recommended Motion:** The Board of Commissioners of Klamath County, Oregon hereby approve the budget resolution for fiscal year 2018-2019 as outlined in the attached documents for changes to the General Fund – District Attorney's Office and the Equipment Reserve Fund; fiscal impact is a \$6,000.00 transfer between the two funds.

Documents:

[6-4-19 BOCC BUDGET RES DA EQUIP RES.PDF](#)

### **9. Bids/Awards/Proposals**

#### **1. In The Matter Of Approving Klamath County Public Health (KCPH) To Accept Meadow Outdoor Advertising's Quote For Digital Billboard.– Jennifer Little, Public Health**

**Background:** On May 14, 2019 the Board of County Commissioners approved Klamath County Public Health (KCPH) to issue a Request for Quotes for billboard displays as part of our regional partnership with Jackson County Public Health around public health modernization. One specific goal of this partnership is to improve Human Papillomavirus (HPV) vaccination rates. Three quotes were received. It is KCPH's recommendation that the quote from Meadow Outdoor Advertising be accepted in the amount of \$4,095. This quote includes a flat monthly rate with options for multiple images and designs to be displayed throughout the 3-month advertising period, with no additional design / installation costs. This would allow KCPH to tailor advertising to inform our different target populations. The following quotes for 3 month campaigns were received:

Meadow Outdoor Advertising \$4,095 (multiple design option, no production cost)

Out Front Media \$9,000 (\$575 per design production cost)

Lamar \$3,172 (\$772 per design production cost)

**Fiscal Impact:** Contract expense of \$4,095 to Public Health Modernization Grant, sub department 4044.

**Recommended Motion:** Move to accept Meadow Outdoor Advertising's Quote for digital billboard. \$4,095 to Public Health Modernization Grant, sub department 4044.

Documents:

[ACCEPT BILLBOARD RFQ.PDF](#)

[MEADOW QUOTE.PDF](#)

[LAMAR.PDF](#)

[OUT FRONT.PDF](#)

## 10. Orders

### 1. In The Matter Executing An Order For A One-Time Road Maintenance Expenditure On ±1,200 Feet Of User Maintained Public Road (Hagar Lane) Located In The Kerns Tract Subdivision. Jeremy Morris, Public Works

**Background:** O.R.S. 368.031 provides for the expenditure of County Road Funds on "local access roads" if the County Road Official recommends the expenditure and the public use of the road justifies the expenditure proposed. This order will allow the County to provide labor, equipment and material for aggregate surfacing on Hagar Lane, per the attached memo.

**Fiscal Impact:** Expense of up to \$30,000.00 to the Road Department Operating Budget.

**Recommended Motion:** Board approve and execute the order for a one-time road maintenance expenditure on ±1,200 feet of user maintained Public Road (Hagar Lane) located in the Kerns Tract Subdivision. Fiscal Impact is expense up to \$30,000.00 to the Road Department Operating Budget.

Documents:

[HAGAR LN BLUE SHEET.PDF](#)

## **2. In The Matter Of Removing Lonnie Carter From The Valley Acres Special Road District Board. - BOCC**

**Background:** Lonnie Carter was appointed to the Valley Acres Special Road District Board on December 5, 2017. Pursuant to ORS 371.349 you must be an elector of the district to serve on their board. Mr. Carter represented on his application that he was an elector of the district and eligible to serve on the Board, his eligibility was verified with the County Clerk. On May 22, 2019 Mr. Carter changed his residence address with the County Clerk to an address outside the Valley Acres Special Road District, making him ineligible to continue serving on their board.

**Fiscal Impact:** None

**Recommended Motion:** Approve and sign the attached order removing Lonnie Carter from the Valley Acres Special Road District Board.

Documents:

[SUMMARY PAGE.PDF](#)

## **11. Agreements**

### **1. In The Matter Of Approving The US Department Of Agriculture APHIS Wildlife Services Work And Financial Plan Agreement 19-7341-6977-RA. - BOCC**

**Background:** The purpose of this Work and Financial Plan Agreement is to assist the County in supporting the implementation of nonlethal wolf damage management techniques and strategies by livestock producers in areas where wolf depredation of livestock is on-going.

**Fiscal Impact:** \$3000.00 expenditure to the General Fund Commissioners Committee line item.

**Recommended Motion:** Approve and authorize the Chair to sign the US Department of Agriculture APHIS Wildlife Services Work and Financial Plan Agreement 19-7341-6977-RA. The fiscal impact is \$3000.00 expenditure to the General Fund Commissioners Committee line item.

Documents:

[06-04-19-BOCC-AGRMT USDA APHIS WILDLIFE SERVICES  
WORK PLAN WOLF DEPREDAATION.PDF](#)

## **2. In The Matter Of An Agreement Between Klamath County Public Works And The Town Of Bonanza For Chip Sealing Services. Jeremy Morris, Public Works**

**Background:** The Town of Bonanza has requested assistance with street maintenance. This agreement will allow Klamath County to perform chip seals and provide shoulder aggregate to the Town of Bonanza per the attached specifications during the summer and fall of 2019.

**Fiscal Impact:** Income up to \$50,000.00 to the Road Department Operating Budget.

**Recommended Motion:** Board to approve and execute, and authorize Public Works Director to sign the Agreement between Klamath County Public Works and the Town of Bonanza. Fiscal Impact is up to \$50,000.00 income to the Road Department Operating Budget.

Documents:

[2019 TOWN OF BONANZA AGREEMENT.PDF](#)

## **3. In The Matter Of Requesting Klamath County Board Of Commissioners' Approval To Enter Into Agreement No. 250-1920AISKLAMATH-000 Which Is The 2019-2020 Watercraft Check Station Agreement Between The Oregon State Marine (OSMB) Board And The Klamath County Sheriff's Office (KCSO).-Chris Kaber, Sheriff**

**Background:** The Sheriff is requesting approval to enter into Intergovernmental Agreement No. 250-1920AISKLAMATH-000 with the Oregon State Marine Board whereby KCSO performs up to 220 aquatic invasive species boat inspection program hours and the OSMB provides up to \$11,140.80 of funding for performance of the contract.

**Fiscal Impact:** The agreement provides for revenues in the KCSO Special Revenue Marine Fund in the amount of up to \$11,140.80 during the 2019-2020 fiscal year. This projected revenue has already been incorporated into the 2019-20 fiscal year budget.

**Recommended Motion:** Approve and authorize the Sheriff to sign Intergovernmental Agreement No. 250-1920AISKLAMATH-000 between the Klamath County Sheriff's Office and the Oregon State Marine Board which provides for a maximum amount of revenues in the amount of \$11,140.80 for the 2019-2020 fiscal year in exchange for up to 220 hours of aquatic invasive species watercraft law enforcement patrol.



Documents:

[MARINE BOARD AIS AGREEMENT 2019-20 BOCC AGENDA ITEM.PDF](#)  
[OSMB AIS AGREEMENT 2019-20.PDF](#)

**4. In The Matter Of Requesting Klamath County Board Of Commissioners' Approval To Enter Into Agreement No. 250-1920KLAMATH-000 Which Is The 2019-2020 Boating Safety Program Agreement Between The Oregon State Marine (OSMB) Board And The Klamath County Sheriff's Office (KCSO).-Chris Kaber, Sheriff**

**Background:** The Sheriff is requesting approval to enter into Intergovernmental Agreement No. 250-19209KLAMATH-000 with the Oregon State Marine Board whereby KCSO performs up to 1,750 boater safety patrol hours and 1,750 program hours which supports training, maintenance of equipment, boater education and various other administrative and peripheral tasks related to boater safety. The OSMB will provide up to \$195,776 of funding, based on hours of performance, and KCSO proposes to contribute a match of up to \$112,108.40 towards the program.

**Fiscal Impact:** The agreement provides for potential revenues in the KCSO Special Revenue Marine Fund in the amount of \$195,776 during the 2019-2020 fiscal year. The KCSO is committing to provide up to \$112,108.40 in matching funds to support the program. These revenues and matching funds have been incorporated into the 2019-2020 fiscal budget.

**Recommended Motion:** Approve and authorize the Sheriff to sign the Intergovernmental Agreement No. 250-1920KLAMATH-000 between the Klamath County Sheriff's Office and the Oregon State Marine Board which provides for revenues up to \$195,776 for the 2019-2020 fiscal year. The KCSO is committing to provide up to \$112,108.40 in matching funds to support the program.

Documents:

[MARINE BOARD AGREEMENT BOCC AGENDA ITEM 2019-20.PDF](#)  
[OSMB AGREEMENT 2019-20.PDF](#)

**5. In The Matter Of Approving Amendment 17 To Agreement #154117 Intergovernmental Agreement (IGA) For 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:** Amendment 17 updates funding for Program Element 46-01 Reproductive Health Assurance of Access

program, and Program Element 48 Personal Responsibility Education Program (PREP). As a result of this amendment funding for both program elements is extended through June 30, 2019. The agreement remains effective July 1, 2018 through June 30, 2019.

**Fiscal Impact:** Increased grant revenue of \$4,794 to Clinic Nursing (sub department 4044) and \$20,000 to Health Promotion Disease Prevention (sub department 4049).

**Recommended Motion:** Move to approve Amendment 17 to Agreement #154117 Intergovernmental Agreement (IGA) for 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 revenue of \$4,794 to Clinic Nursing (sub department 4044) and \$20,000 to Health Promotion Disease Prevention (sub department 4049). Authorize Department Head to sign.

Documents:

[154117-17.PDF](#)

**6. In The Matter Of Approving Amendment #2 To Agreement # 157110 Intergovernmental Agreement (IGA) Between The State Of Oregon, Acting By And Through Its Department Of Human Services (DHS) And Oregon Health Authority (OHA) And Klamath County Public Health (KCPH). –Jennifer Little, Public Health**

**Background:** Amendment # 2 to Agreement 157110 updates the effective agreement to continue the My Future My Choice Program with participating schools through June 30, 2020. My Future My Choice is a voluntary, DHS-developed, middle school sexual health curriculum, which meets the requirements of OAR 581-022-1440. MFMC provides age-appropriate sexuality education as an integral part of the health education curriculum.

**Fiscal Impact:** Additional grant revenue of \$19,700.00 to Health Promotion Disease Prevention (sub department 4049), for a total agreement amount of \$39,400.

**Recommended Motion:** Move to approve Amendment #2 to Agreement # 157110 between the State of Oregon, acting by and through its Department of Human Services and Oregon Health Authority and Klamath County Public Health. Net fiscal impact is additional grant revenue of \$19,700.00 to Health Promotion Disease Prevention (sub department 4049), for a total agreement amount of \$39,400. Authorize the Department Head to sign the agreement

Documents:

[157110-02.PDF](#)

**7. In The Matter Of Approving Amendment #1 To The Personal Services Agreement Between Klamath County Acting By And Through Klamath County Public Health (KCPH) And Oregon Health & Science University (OHSU). – Jennifer Little, Public Health**

**Background:** On July 03, 2018, the Board of County Commissioners approved a contract between KCPH and OHSU rural residency program to offer residents the opportunity to gain practical experience in Women’s Health, and increase clinical capacity for KCPH. The original contract, was effective July 1, 2018 through June 30, 2019 with an option to extend for two (2) additional one (1) year terms. Amendment # 1 extends the contract for one year with a new termination date of June 30, 2020. The designated contact representative for OHSU is also updated by this amendment. All other contract terms remain the same.

**Fiscal Impact:** \$16,900 contract services expense to Klamath County Public Health Family Planning program (sub department 4044) to be reimbursed through fee-for-service billing.

**Recommended Motion:** Move to approve Amendment #1 to the Personal Services Agreement between Klamath County acting by and through Klamath County Public Health (KCPH) and Oregon Health & Science University (OHSU). Fiscal impact is \$16,900 contract services expense to Klamath County Public Health Family Planning program (sub department 4044) to be reimbursed through fee-for-service billing. Authorize the Department Head to sign the agreement.

Documents:

[RURAL RESIDENCY ORIGINAL AGREEMENT.PDF](#)  
[OHSU RENEWAL - REVISION.PDF](#)

## 12. Licenses

**1. In The Matter Of Approving A Recommendation For A New Liquor License For La Super Torta Inc. 2. - 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.

**Fiscal Impact:** \$25.00 for each new license.

**Recommended Motion:** Note for the Record.

Documents:

[06-04-19-BOCC-LIQUOR LICENSE.PDF](#)

## 13. Grants

### 1. In The Matter Of Approval To Apply For The Substance Abuse And Mental Health Services Administration (SAMHSA) Funding Opportunity Announcement (FOA) No. SP-19-005. – Jennifer Little, Klamath County Public Health

**Background:** For four years, Klamath Tribal Health & Family Services and Klamath County Public Health have collaborated to facilitate the Chiloquin First coalition. The coalition exists to provide Chiloquin youth with positive, community building experiences that reduce the incidence of drug and alcohol use. Through the Chiloquin First coalition, youth have completed the Sticker Shock Campaign each year, which finds bottles and cans of alcohol sold in the Chiloquin area labeled with stickers that describe the legal ramifications of providing alcohol to minors. Recently, the youth launched a Keep Tobacco Sacred campaign to promote youth abstinence from tobacco and nicotine. This month, the youth will also participate in going door-to-door in Chiloquin to promote safety with signs that provide the numbers to call when law enforcement help is needed. The grant would continue the work of Chiloquin First. 100% In-kind match required by this opportunity will be provided through KCPH staffing. The deadline for this grant opportunity is Monday, July 08, 2019.

**Fiscal Impact:** Award maximum of \$625,000 for 5 years of funding.

**Recommended Motion:** Move that Klamath County Public Health's request to apply for Substance Abuse and Mental Health Services Administration (SAMHSA) Funding Opportunity Announcement (FOA) No. SP-19-005 be approved. Fiscal Impact is an award maximum of \$625,000 for 5 years of funding. Authorize Department Head to sign the application.

Documents:

## 2. In The Matter Of Approval To Apply For The Sustainable Relationships For Community Health (SRCH) Grant Through Oregon Health Authority. – Jennifer Little, Klamath County Public Health

**Background:** Since 2016, Klamath County Public Health (KCPH) has been the recipient of funding under Sustainable Relationships for Community Health (SRCH) grant. This funding is for use towards population health, evidence based interventions and services to reduce the burden of chronic disease. Historically, in partnership with Sky Lakes Outpatient Care Management, this funding was used in support of the Living Well with Chronic Conditions program. This new funding cycle would allow KCPH an opportunity to support additional evidence based interventions for chronic disease prevention. The deadline for this opportunity is June 06, 2019.

**Fiscal Impact:** Award maximum of \$120,000.

**Recommended Motion:** Move that Klamath County Public Health's request to apply for the Sustainable Relationships for Community Health (SRCH) grant through Oregon Health Authority be approved. Fiscal Impact is an award maximum of \$120,000. Authorize Department Head to sign the application.



Documents:

[SRCH.PDF](#)  
[2019 RFP.PDF](#)

## 14. Other County Business

## 15. Commissioner Reports

## 16. 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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