



## Board of Commissioners Business Meeting Agenda September 3, 2019 ~ 8:30 am ~ Room 219

1. Call To Order, Those Present, Flag Salute
2. Public Comment
3. Agenda Deletions/Additions
4. 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.

Lori Martin - 5 Years – Library  
Theresa Hynes - 15 Years – Corrections  
Glen Gregory - 25 Years – Maintenance  
James Breen - 40 Years – Juvenile

**Fiscal Impact:** None

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

Documents:

[MONTHLY SERVICE AWARD .PDF](#)

5. Bids/Awards/Proposals

1. In The Matter Of Authorizing Klamath County Finance To Issue An RFP For An Integrated Finance/HR/Payroll ERP System-Sue Murphy, Finance

**Background:** Klamath County's current financial software is software as a service (SaaS) provided by Springbrook, An Accela Company. The County entered into the contract with Springbrook in December, 2013. The contract allowed for one

one-year renewal following an initial five-year contract. The one-year renewal term ends on December 31, 2019. Pursuant to Klamath County contracting policies and procedures, a competitive bidding process is necessary to establish a new contract for ERP software.

**Fiscal Impact:** The fiscal impact of issuing the RFP is an estimated cost of public notice publication , approximately \$225 in expenditure from the Internal Services Finance budget.

**Recommended Motion:** Authorize the Klamath County Finance Department to issue an RFP for an Integrated Finance/HR/Payroll ERP System. The fiscal impact is approximately \$225 in expenditure from the Internal Services Finance budget.

Documents:

[BOCC AGENDA ITEM SUBMISSION.PDF](#)

## **2. In The Matter Of Accepting The Quote From Coral Sales Co. For Six (6) Complete Crosswalk Systems (RRFB). Jeremy Morris, Public Works**

**Background:** Klamath County Public Works would like to utilize Klamath County's membership in the ORCPP program to purchase Six (6) Complete Crosswalk Systems (Rapid Reflective Flashing Beacons (RRFB)) off of DES contract #04616. Members of the Oregon Cooperative Procurement Program are eligible to use Washington State Master Contracts.

**Fiscal Impact:** \$44,914.82 expenditure to the expenditure to the Road Department Operating Budget.

**Recommended Motion:** Board to accept the quote from Coral Sales Co. for Six (6) Complete Crosswalk Systems (RRFB) and authorize Public Works to issue a Purchase Order. Fiscal Impact is \$44,914.82 expenditure to the Road Department Operating Budget.

Documents:

[2019 RRFB BLUE SHEET.PDF](#)

## **6. Resolutions**

### **1. In The Matter Of Adopting A Resolution In Support And Approval Of Community Corrections M57 Biennial Plan And Budget For Fiscal Biennium 2019-2021. Aaron Hartman, Community Corrections**

**Background:** Community Corrections prepares a biennial plan and budget for the State of Oregon Department of Corrections. Community Corrections is funded by the State of

Oregon Department of Corrections and the plan and budget is required as part of Intergovernmental Agreement 5887 which allows funding to provide services to drug addicted persons and persons convicted of property crimes.

Klamath County has maintained this relationship with the State through Intergovernmental Agreement since 2009. The budget and plan before the Board today reflect two (2) year funding.

**Fiscal Impact:** Community Corrections will receive a total of \$348,904 in M57 Supplemental funds from the State of Oregon Department of Corrections for the fiscal period July 1, 2019 – June 30, 2021.

**Recommended Motion:** Motion to adopt the resolution in support and approval of Community Corrections M57 Biennial Plan and Budget for 2019-2021, and allow the chair to sign. Fiscal Impact: Community Corrections will receive a total of \$348,904 in M57 Supplemental funds from the State of Oregon Department of Corrections for the fiscal period July 1, 2019 – June 30, 2021.

Documents:

[2019-2021 KLAMATH COUNTY COMMUNITY CORRECTIONS M57 BIENNIAL PLAN.PDF](#)

## **2. In The Matter Of Approving Community Corrections Biennial Plan And Budget For Fiscal Biennium 2019-2021. Aaron Hartman, Community Corrections**

**Background:** Community Corrections prepares a biennial plan and budget for the State of Oregon Department of Corrections. Community Corrections is funded by the State of Oregon Department of Corrections and the plan and budget is required as part of the Intergovernmental Agreement which allows funding for the department. Community Corrections receives no general fund dollars.

Klamath County has maintained this relationship with the State through Intergovernmental Agreement since 1997. The budget and plan before the Board today reflect two (2) year funding.

**Fiscal Impact:** Community Corrections will receive \$8,428,310 in Grant in Aid funds and \$24,368 in Inmate Welfare Release Subsidy funds for a total of \$8,452,678 from the State of Oregon Department of Corrections for the fiscal period July 1, 2019 – June 30, 2021.

**Recommended Motion:** Motion to approve Community Corrections Biennial Plan and Budget for 2017-2019, and allow the chair to sign. Fiscal Impact: Community Corrections

will receive \$8,428,310 in Grant in Aid funds and \$24,368 in Inmate Welfare Release Subsidy funds for a total of \$8,452,678 from the State of Oregon Department of Corrections for the fiscal period July 1, 2019 – June 30, 2021.

Documents:

[2019-2021 KLAMATH COUNTY COMMUNITY CORRECTIONS BIENNIAL PLAN.PDF](#)

## 7. Orders

### 1. In The Matter Of Vacating Lots 86 And 87 Of The Second Addition Of Sportsman Park Subdivision. CDD/Planning, Mark Gallagher, Planning Director

**Background:** The property owners of the two lots are John and Leslie Leath whom have signed a petition requesting this action. Vacating the lots will not be detrimental to the public. The Planning Director's Report recommends that the two lots be vacated from the subdivision, excluding an 8-foot utility easement located at the rear of the lots. The applicant paid the \$583 application fee to process the request to vacate the lots. Approval of the Final Order by the Board of Commissioners has no fiscal impact to Klamath County.

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

**Recommended Motion:** Approve the Final Order to vacate the above described property located in Klamath County, Oregon. (File No. LV 12-19) There is no fiscal impact to Klamath County.

Documents:

[LV 12-19.PDF](#)

## 8. Agreements

### 1. In The Matter Of Approving A Contract From Accurate Electric Unlimited, Inc. To Maintain The Facility Security Electronics CCTV System.-Dan Golden, Director

**Background:** The juvenile detention home (JDH) upgraded the current security electronics CCTV system in early 2019. The system allows staff to provide security surveillance and monitor doorways throughout the facility. Accurate Electric Unlimited, Inc. performed the upgrade, replacing a failing 2004 analog system. The upgrade was successful. Accurate Electric Unlimited (AEU) proposed to conduct maintenance inspections and repairs if necessary, under a maintenance

agreement. Under the agreement, AEU would conduct inspections twice each year and respond promptly to repair requests. AEU is currently under contract with the Klamath County adult jail for similar maintenance services.

**Fiscal Impact:** There will be a fiscal impact of \$5,864 paid from the Equipment Maintenance and Repair line of the YIP Sub-Department of the Juvenile Department budget (1000-2050-2054-2000-65350).

**Recommended Motion:** Accept the proposal from Accurate Electric Unlimited, Inc. for one year of maintenance and repair of the CCTV security electronics system at the Klamath County Juvenile Detention Home. The fiscal impact of \$5,864 will be paid by the Juvenile Department YIP sub-department budget line for Equipment Maintenance and Repair (1000-2050-2053-2000-65350). Authorize the Juvenile Director to sign the agreement.

Documents:

[1926\\_001.PDF](#)

**2. In The Matter Approval Of A Contract Between Klamath County, Klamath County Juvenile Department, And Relias LLC, To Provide On-Line Web-Based Employee Training Services To The Klamath County Juvenile Department.- Dan Golden, Director**

**Background:** Relias LLC offers web-based training for a wide variety of professional services including medical, mental health, and public safety organizations. Each employee has a separate on-line account and file with access to an extensive library of trainings. Relias provides the employer access to on-line files so the employer may review employees' training progress and set new training goals. The juvenile department has a need for annual, continual trainings of employees in order to fulfill certification requirements. Relias training will help the juvenile department solve the problems posed by training requirements for staff assigned 24-7 to facility duties and in different sub-departments with different specialties and levels of responsibility.

**Fiscal Impact:** For fiscal year 2019-20, the Relias contract will cost \$9,978.03 for initial account set-up and annual subscription for 45 employees. The cost will be paid from the Juvenile Department YIP sub-department Travel and Training budget (1000-2050-2054-2000-67000).

**Recommended Motion:** Approval of the contract between Klamath County, Klamath County Juvenile Department, and Relias

LLC to provide on-line training accounts and employee subscriptions to the Relias LLC web-based training program for one year. Approve expenditure of \$9,978.03 from the Juvenile Department YIP sub-department Travel and Training budget line (1000-2050-2054-2000-67000). Approve the Klamath County Juvenile Director to sign the contract with Relias LLC.

Documents:

[RELIAS BS-CONTRACT-T AND C.PDF](#)

**3. In The Matter Of Intergovernmental Agreement #33249 Between Klamath County And The State Of Oregon Acting By And Through Its Department Of Transportation. Jeremy Morris, Public Works**

**Background:** This agreement would allow Klamath County to retain the services of ODOT to maintain the County's off-State highway traffic signals as shown on Exhibit A (attached).

**Fiscal Impact:** Expenditure to the Road Department Operating Budget not to exceed \$20,000 per calendar year, up to a maximum of \$100,000 during the term of the agreement.

**Recommended Motion:** Board approve and execute Agreement #33249 between Klamath County and the Oregon Department of Transportation. This agreement will be effective from the date of execution and shall terminate 20 calendar years from that date. Fiscal Impact to the Road Department Operating Budget not to exceed \$20,000 per calendar year, up to a maximum of \$100,000 during the term of the agreement.

Documents:

[2019 ODOT AGREEMENT 33249.PDF](#)

**4. In The Matter Of An Agreement With Party Time And Klamath County Veterans Service Office Kathy Pierce-Veterans**

**Background:** Every year the Veterans Service Office receives funding from the Oregon Department of Veterans Affairs to be used for Suicide Awareness and Prevention.

**Fiscal Impact:** \$2445.57 Expenditure to the Veterans Public Outreach Fund.

**Recommended Motion:** Approve Agreement with Party Time for rental of equipment for the Veterans Suicide Awareness and Prevention event on September 22, 2019 and authorize Department Head to sign the agreement. Fiscal Impact: \$2445.27 Expenditure to the Veterans Public Outreach Fund.

Documents:

[20190820155018.PDF](#)

**5. In The Matter Of An Agreement With The City Of Klamath Falls Parks Division And Klamath County Veterans Service Office Kathy Pierce-Veterans**

**Background:** Every year the Veterans Service Office receives funding from the Oregon Department of Veterans Affairs to be used for Suicide Awareness and Prevention.

**Fiscal Impact;** \$125.00 Expenditure to the Veterans Public Outreach Fund.

**Recommended Motion:** Approve agreement with City of Klamath Falls Parks Division for use of Veterans Park for September 22, 2019 and authorize Department Head to sign the rental agreement.

**Fiscal Impact:** \$125.00 Expenditure to the Veterans Public Outreach Fund.

Documents:

[20190821084523.PDF](#)

**6. In The Matter Of Requesting Board Approval And Permission To Sign The Equitable Sharing Agreement And Certification Between The Federal Government, Klamath County And The Klamath County Sheriff's Office.-Chris Kaber, Sheriff.**

**Background:** This agreement outlines the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. The purpose is to establish the means to participate in federally forfeited assets shared with participating law enforcement agencies.

**Fiscal Impact:** There is potential to receive revenue and property of unknown value at this time. Revenues would be receipted into the Special Revenue Fund.

**Recommended Motion:** Approve the Equitable Sharing Agreement and Certification between the Federal Government, Klamath County and the Klamath County Sheriff's Office (KCSO) setting forth the requirements for the Klamath County Sheriff's Office participation in the federal Equitable Sharing Program of federally forfeited cash, property, proceeds, and any interest earned thereon, which are shared with participating law enforcement agencies. There is potential to receive revenue and property of unknown value at this time. Authorize the Sheriff and the KCSO Commissioner liaison, Donnie Boyd, to sign the agreement and certification.

Documents:

[EQUITABLE SHARING BOCC AGENDA PACKET.PDF](#)

**7. In The Matter Of An Agreement With The City Of Klamath Falls For Commitment Of Funds For Air Passenger Services. - BOCC**

**Background:** It is the desire of Klamath County and City of Klamath Falls the Parties to provide for a temporary revenue guarantee to an airline for regularly scheduled air passenger services for the operation of one flight per day to and from the Crater Lake – Klamath Regional Airport.

**Fiscal Impact:** Expenditure up to \$250,000.00 to be billed in \$50,000.00 increments quarterly from General Fund.

**Recommended Motion:** Approve and sign agreement with the City of Klamath Falls for commitment of funds for air passenger services. Fiscal Impact: Expenditure up to \$250,000.00 to be billed in \$50,000.00 increments quarterly from General Fund.

Documents:

[20190830101316.PDF](#)

**8. In The Matter Of Approval Of Addendum To Professional Services Contract Between Government Portfolio Advisors And Klamath County. Vickie Noel - Treasurer**

**Background:** The original contract between Government Portfolio Advisors and Klamath County expires on October 31, 2018. This addendum provides for a 12-month extension through October 31, 2020. This is the final extension. The addendum also allows Klamath County access to the Clearwater client portal effective 11/1/19 eliminating the need for a separate Treasury contract with Clearwater Analytics.

**Fiscal Impact:** \$49,000 Expenditure to the General Fund, Treasurer Department

**Recommended Motion:** Motion to approve and authorize County Treasurer to sign Addendum to Professional Services Contract between Government Portfolio Advisors and Klamath County. Fiscal impact is \$49,000 expenditure to the General fund Treasurer department.

Documents:

[FINAL EXTENSION GPA 9-3-19.PDF](#)



**9. In The Matter Of Approving The Collective Bargaining Agreement Between Klamath County Peace Officers' Association And Klamath County, Which Covers Eligible Employees That Work In The Sheriff's Office. The Contract Is For The Period Of June 30, 2018 To June 30, 2020.- Lisa Jackson, Human Resources**

Background: Klamath County's Collective Bargaining Agreement with the Klamath County Peace Officers' Association expired on June 30, 2018. This contract was finalized and ratified by the KCPOA membership in August of 2019. KCPOA personnel costs before the signing of this contact were approximately \$5,916,709.00. Costs after negotiations are approximately \$6,039,947.00 for an estimated increase of \$123,238.00.

Fiscal Impact: Expenditure to the Sheriff's Personnel line item is approximately \$123,238.00.

Recommended Motion: Approve the Collective Bargaining Agreement between Klamath County Peace Officers' Association and Klamath County for the period of June 30, 2018 to June 30, 2020, with an estimated fiscal impact of \$123,238.00.

Documents:

[KCPOA CBA 9-3-2019.PDF](#)

**9. Licenses**

**1. In The Matter Of Approving A Recommendation For A Renewal Liquor License For Red Rooster Grill & Pub, Oconnor's Irish Pub & Diner, Odell Sportsman Center, El Rodeo Mexican Restaurant, Bly Market, Homedale Market, Madison Market, Mac's Store, Palomino Deli & Mini Mart And Sand Creek Station. - BOCC**

**Background:** 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:** \$10.00 revenue to General Fund Commissioners for each renewal license.

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

Documents:

[09-03-19-BOCC-LIQUOR LICENSES.PDF](#)

## 10. Other County Business

### 1. In The Matter Of Approving And Signing The Amended Bylaws For The Tourism Grant Review Panel-Sue Murphy, Finance

**Background:** The Tourism Grant Review Panel (TGRP) was created by the Board of County Commissioners (BOCC) on May 10, 2016, to consider and recommend tourism related projects based on the evaluation of applications submitted by individuals and/or organizations for projects that promote tourism in Klamath County as defined by ORS 320.300 to ORS 320.350. Pursuant to the Bylaws, item 9, the TGRP is required to submit the Bylaws to the BOCC every three years for review and approval. The TGRP reviewed and proposed recommendations for amendments as submitted here for approval by the BOCC.

**Fiscal Impact:** None.



**Recommended Motion:** Approve and sign the amended Bylaws for the Tourism Grant Review Panel. There is no fiscal impact.

Documents:

[BOCC AGENDA ITEM BYLAW AMENDMENTS 2019.PDF](#)

## 11. Commissioner Reports

## 12. 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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