



Board of Commissioners' Administrative Meeting
January 28, 2020 ~ 8:30 am ~ Room 214

1/28/2020 - Minutes

1. Call To Order & Those Present

Commissioner Morris, Commissioner DeGroot, Commissioner Boyd, Sandy Cox/Admin Staff; Susan Campbell/Paralegal, Marcus Henderson/Counsel, Jeremy Morris/Public Works, Sheryl Hatcher/Surveyor, Tom Banks/Maintenance, Vickie Noel/Finance, Rick Vaughn, Terry Wells/Tax, Becca Robbins/Herald and News

2. Approve Minutes From Last Meeting

Commissioner Morris approves minutes from January 21, 2020 Admin meeting

3. Susan Campbell - Quiet Title

Susan Campbell/Marcus Henderson address the Board. Board consensus is for County Counsel's office to proceed with the Quiet Title action on the Esplanade property, rather than outside counsel. Rick Vaughn further questions other properties that their office would like to quiet the titles, Board consensus is to have Tax Office work with Counsel's office on the additional properties as well.

4. BOCC

1. Down Town Association Membership - KMM

Commissioner Morris asks if the County would like to be a member of the Downtown Association, we were asked to join at the Corporate \$1,000 level. Commissioner DeGroot brings up potential conflict if the Down Town Association apply's for County grants then this membership would likely disqualify them from applying for those grants? Commissioner Morris would see this different because we would not have a contract for service like we do with KCEDA and Discover Klamath. Commissioner Boyd like to participate at the "Being a friend at the 50.00 level". Commissioner Boyd asks what the Down Town Association would bring to the County citizens as a whole? Commissioner Morris responds with her own opinion that a nice Down Town affects the community as a whole. Board consensus is to look into what the restrictions would be if we become a member. Commissioner Morris will look into potential policy restrictions regarding future grant opportunities, and also talk with them to come make a pitch to the Board.

2. Emergency Preparedness Committee Formation/Appointment Discussion

Commissioner Boyd presents draft bylaws for committee. Board consensus is to accept the bylaws as presented. Staff to prepare Order forming

committee, put the bylaws through formal process for approval, and hold interviews for the at large positions.

3. Trust Lands Legislative Issue

Commissioner DeGroot asks the BOCC to join Tillamook County with a letter opposing LC 64. Commissioner Boyd questions if the lands we given to the State in trust by the Counties to maintain, how can they now take away the intent of that gift? Commissioner DeGroot personally believes this is a retaliatory, directly related to the Linn County lawsuit loss. Board is good for Commissioner DeGroot to work with staff to get letter prepared opposing LC 64.

4. Chamber Of Commerce Dues Invoice

Annual invoice presented. Commissioner DeGroot motions to pay the invoice (\$1200.00) out of General Fund Non-Departmental, Commissioner Morris seconds. Commissioner's DeGroot and Morris vote in favor, commissioner Boyd opposed. Approved

5. Tom Banks - Update

Commissioner Boyd explains he asked Tom Banks come and give the BOCC an update on the FOB situation at the Government Center. Commissioner Boyd would like the BOCC to direct the Dept. Heads in this building to work with Maintenance, IT and himself to figure out the details of who needs keys/FOB's etc. Tom Banks suggests giving employees in specific departments the same alarm code, Board likes that idea. Jessica Chastain is already working with Dept. Heads on employee hours for FOB's, Public Works has asked for special times due to snow removal, weed spraying employees needing different hours access.

6. RFP For CDBG Housing Projects

Sandy Cox addresses the Board regarding an email that was received indicating that the County does not need to RFP Grant Administrative services for the Housing Rehab project. Does the Board want to issue RFP or Direct Source those services? Commissioner DeGroot motions to issue RFP for Grant Administrative Services for the Housing Rehab Project, Commissioner Morris seconds. Unanimous vote. Approved

7. Maintenance Director Applications

Sandy Cox addresses the Board, there are 20 applicants that meet minimum requirements, need direction. Commissioner Boyd would like to close the posting, work with Tom Banks to go through applications and pick the ones to interview. Direct staff to arrange the meeting with Tom Banks and Commissioner Boyd on Friday at 7:30 to start the process then staff will set up interviews.

5. Jeremy Morris - Public Works

1. Snow Removal Resolution Revision

Jeremy Morris presents memo suggesting revisions to the 2010 resolution. Commissioner Morris would like the Board to take a couple weeks to review what is being presented and come back. Staff to schedule this on the 2/11 admin agenda.

2. Lone Pine Property Driveway Culvert Removal

Jeremy Morris would like direction on the culvert removal and billing the individual for the removal services. Commissioner DeGroot would like Public Works to move forward with removal, bill the individual and allow 21 days to pay, if not paid in that time frame then bring back to the Board for further direction. Commissioner Boyd does not believe it is going to cost Public Works much time/money to do the removal, so dont really see the need to bill the guy, we could save money by waiting till spring when Public Works will be moving equipment up there anyway. Commissioner DeGroot is in favor of getting the culvert removal done sooner rather than later and bill the individual for placing the illegal culvert and other items. Commissioner Morris asks what kind of money are we really talking about? Jeremy Morris responds to keep the property in tact in the event that the individual makes a claim for wanting those items back, then probably between 1-2k. Commissioner DeGroot motions to instruct Public Works to remove culvert and invoice the individual responsible for placing it there, Commissioner Morris seconds. Commissioner Morris would like to see Public Works wait until they already have the equipment up there, maybe in spring so it would be a minimal cost to the individual. Commissioners Morris and DeGroot vote in favor, Commissioner Boyd opposed. Approved

6. Sheryl Hatcher - Surveyor

Sheryl Hatcher addresses the Board regarding some outside employment that she would like to partake in, will not create an issue or conflict with her commitment to Klamath County. Board appreciates her coming in and letting them know.

7. TIME CERTAIN 2:00PM Budget Committee Applicant Interviews

2:00 pm Board interviews Brienne Humphrey

2:15 pm: Ralph Pina did not show, Board gave till 2:22

Commissioner DeGroot motions for staff to extend offer to Brienne Humphrey to join the committee, Commissioner Morris seconds. Unanimous vote. Approved.

Commissioner DeGroot motions to extend an offer to have Del Fox serve as an alternate on the committee this year, Commissioner Morris seconds. Unanimous vote. Approved.

8. Other County Business

Commissioner DeGroot indicates that the Building Official interviews were conducted yesterday and decision was made to offer the job to the current county employee, however we need to offer the job with a minimum of 5% increase in pay. Board consensus is to

have HR prepare an offer letter at a step 6.

9. Adjournment

2:22 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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