



5/21/2019 - Minutes

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

PRESENT: Commissioners Donnie Boyd, Kelley Minty Morris, Derrick DeGroot, Finance Director Sue Murphy, Assistant Finance Director Vickie Noel, Finance Systems Specialist Kirby Garlitz, County Counsel Mika Blain, HR Director Renee Blakely, IT Director Jessica Chastain

**2. DEQ Proposed TMDL Plan**

Discussion led by County Counsel Mika Blain concerning an on-going matter, conducted within the Finance agenda due to time-sensitivity. Further discussion will resume within the County Counsel agenda.

**3. North State Grocery Payment**

Commissioner Boyd outlined his recent meeting with North State Grocers (NSG) owner Richard Morgan. Mr. Morgan agreed to remit a check for payment in full on the \$190,000 promissory note, net of agreed-upon costs to be paid by the seller. Discussion regarding the offsets to the original note amount included a review by County Counsel of the terms of the Purchase and Sale Agreement, Amendments, and Schedule 1. Finding no specific limitations on amounts related to the provision for payment by the County of costs related to sidewalks and asbestos, the Commissioners agreed to the reductions. Additionally, the Commissioners agreed to accept the payment of interest for the full period that the note was outstanding at a rate of 2%, thereby waiving the default rate of 12%. Commissioner Boyd will request documentation from NSG to support the amounts deducted for sidewalks (\$81,645) and asbestos (\$33,692), to include contractor invoices and communication regarding the allocation of costs between buyer and seller.

Commissioner DeGroot made a motion to accept the check in the amount of \$76,843 as payment in full on the \$190,000 promissory note, pending documentation of the reductions as outlined above. Motion was approved.

**4. EPaystub Conversion**

Human Resource Director Renee Blakely will be distributing an email to all County employees within the next day, along with the express consent form that an employee can complete and submit to agree to electronic pay stub reporting. Finance will keep a log of those employees opting out of paper paystubs. Although Springbrook does not yet have the capability to screen out employees who make this election from the pay stub reports, time and cost reduction is anticipated through less documents to stuff in envelopes and reduced postage for mailing forms out of departments with multiple work sites.

Kirby continues to work with Springbrook on the possibility of eliminating the printing of pay stubs for those employees who have opted out. New employees are now being asked to consider express consent during new hire orientation and registering for the employee portal using a personal email address. Work will continue in transitioning current employees from a county email to a personal email.

## 5. OpenGov Transparency Rollout

Jessica Chastain, IT, discussed considerations related to the link button on the county website for transferring people to the OpenGov landing page. Commissioners requested that the button reside on the page below the pelican photo and above the calendar. A suggestion for the wording on the button was "Follow Your Money". Jessica explained the need to limit the number of icons on the landing page in conformity with ADA requirements. Suggested initial items include the budget, a public works data set that is currently in progress, and a visual display of how a property tax dollar is spent.



Commissioner Morris suggested that the BOCC distributed an email to all departments encouraging contributions to the transparency information. It was requested that Commissioners work with their liason departments toward this effort as well.

## 6. General Fund Data

Vickie commented briefly on the continuing decline in cash. LGIP funds are now at approximately \$5,000,000 below the maximum allowed in the fund. A bond that recently matured was rolled into the fund rather than being reinvested. The School District is expected to call for a \$1,000,000 draw on the loan to them within the next couple of weeks.

## 7. Other County Business

## 8. 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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