



Board of Commissioners' Administrative Meeting
July 2, 2019 ~ 1:00 pm ~ Room 214

7/2/2019 - Minutes

1. Call To Order & Those Present

1:00pm; Commissioner Boyd, Commissioner DeGroot, Commissioner Morris, Sandy Cox/Admin Staff, Tom Banks/Maintenance, Eve Costello/District Attorney, Lisa Jackson, Alyssa Gentry/Human Resources, Stephanie Brown, Kevin Roth/CDD, Vickie Noel/Finance, Rick Vaughn/Tax Collector, Leslie Barlow-Hunter/Risk, Paul Hanson/KFLS

2. Approve Minutes From Last Meeting

Commissioner Boyd approves minutes from June 25, 2019 meeting.

~~3. Stephanie Brown - Community Development~~

~~4. Timeline For CDD Reclass/Comp Survey~~

4. Eve Costello / District Attorney

Eve Costello addresses the Board. Commissioner Morris motions to approve the amendment as presented, Commissioner DeGroot seconds. Commissioner Boyd voices his concerns again about the State dictating how we do business yet cutting the funding they provide, Commissioners need to communicate with the State that this is not right. Unanimous vote. Approved

5. Tom Banks / Maintenance

Commissioner Boyd explains that Tom Banks inspected the Senior Center building's roof and HVAC this morning, as the senior center is asking for money from the County for repairs. Commissioner Boyd further explains that he, Banks and the County HVAC specialist believe the HVAC units can be repaired for approx 15k. Commissioner Morris suggests we offer to repair the HVAC units rather than giving them any funding? Commissioner Boyd agrees. Commissioner Boyd further explains that the funding from the maintenance fund is paid into by other departments, so doesn't want to any funding coming out of the maintenance fund. Commissioner Morris suggests that the County donate the labor for the HVAC repairs, but the Senior Center pay the costs for parts. Commissioner DeGroot asks what it would take to bring that building into the maintenance program. Banks responds not sure of the square footage, but they charge 24-25 cents per square foot. Commissioner DeGroot would like the building assessed and a number to get the building up to par and what they would need to pay for continued maintenance. Banks responds would think about 3-4 years worth of square footage funding. Banks will get the Board hard numbers, also suggests a yearly inspection of the building. Commissioner Boyd reviews the lease in regards to the amount of reserves that the Senior Center is supposed to have for maintenance. Commissioner Boyd asks Banks if he has staff

available to help fix the HVAC units? Banks said they would have to work it in around the "paying" customers. Banks would also like to have input in regards to the roof that they install as well as if prevailing wage is going to be required. Leslie Barlow-Hunter indicates that no prevailing wage will not come into play so long as no government funding is being used. Commissioner Boyd will talk to Kane about the compromise.

6. BOCC

1. Hours Worked & Department Coverage (DB)

Commissioner Boyd explains questions have arisen regarding employees working 4 - 10 hour days and a memo that was distributed by HR to CDD last week. Alyssa indicates that memo is not policy was just a guideline. Commissioner Boyd indicates we can no longer use that memo it is contradictory. Commissioner Morris strongly supports employees working 4-10 hour days, but wants to make sure everyone is following the same procedures. Commissioner Boyd disagrees, we need to serve the public from 8-5 Monday through Friday and some departments can't do that effectively with staff out of the office. Commissioner Morris believes as long as the customers are getting served appropriately then we should allow the 4-10 hour days. Commissioner Boyd asks who should make the decision regarding who gets to work 4-10's? Commissioner Morris suggests the Dept. Head and the Liaison Commissioner. Commissioner Boyd reads the 737 contract and indicates whether you work 10 or 8 hours days you only get an 8 hour vacation day pay. Noel indicates that the Holiday pay is not consistent across the County some employees get 10 hours and other only get 8 hours pay for Holidays. Commissioner Morris indicates that first and foremost the contracts need to be followed, then look at consistency for non-reps keeping in mind that customer service comes first. Commissioner Boyd is also concerned that not everyone is being honest about coming in at 6:30 and working a 10 hour day. Commissioner DeGroot suggests looking at time attendance program? Commissioner Boyd thinks time clocks would hurt morale. Commissioner DeGroot wants to know if this is an area of the policy that is currently under review? Jackson/Gentry both indicate yes they are looking at it. Commissioner Boyd also indicates we need to follow BOLI laws. Lisa Jackson indicates that offering 4-10's is a huge advantage to offering that to current employees and recruiting new employees. Commissioner Morris thinks we need to evaluate each department. Lisa Jackson volunteers to talk to all the Departments and see what is being implemented in the departments now. Commissioner Boyd states that even the "employee support" internal dept's such as HR, Counsel, Finance etc. need to be available from 8-5. Lisa Jackson will bring the information regarding the departments back to the next weeks meeting.

2. Reengage Contractors Incentives (KMM)

Commissioner Morris speaks that she is hearing there are not enough local contractors to keep up with the community needs, what can the Commissioners do to entice past contractors, who got out of it during the recession, get back into the field. She has been speaking to a former contractor that indicated getting back into the trade is expensive licensing, training, bonding etc. Wants to know if there would be any appetite to form a

"program" and help fund some of those costs to get experienced contractors back in the field? Commissioner DeGroot asks how much would we be looking at? Kevin Roth responds thinks maybe around 5k and explains bonding amounts etc. Commissioner Boyd asks Roth if it would be beneficial for us to offer an incentive to get people back in the trade? Roth responds Yes, there is a shortage of experienced contractors in our community. Commissioner Boyd asks what Roth thinks the established contractors would think of this program being funded with tax payer dollars? Roth suggests maybe a program where they pay the money back. Commissioner Morris indicates it's not uncommon for the government to offer incentive programs such as this to help out the community for a specific time period. Commissioner DeGroot agrees, the argument could be made that there is more work then the current contractors can handle and something like this could help the entire community. Commissioner DeGroot suggests they set aside a pot of money and have KCEDA, Home Builders Association etc. help vet applications. Commissioner Morris would like to work on putting a program/numbers together along with consulting partners and bring it back to the Board. Consensus from the Board is for her to proceed in putting together the information. Lisa Jackson would be concerned about the vetting process as well as suggests promoting trade classes in the schools.

7. Other County Business

Commissioner Morris would like to talk about the RSIS (Regional Significant Industrial Sites) program that the Property Manager, KCEDA and Business Oregon are working on to attract businesses with "shovel ready" properties. Wants to know if the Board would be willing to fund 200 per property for a title report. Vaughn further explains looking at needing about 1000 - 1500. Commissioner Boyd thinks KCEDA needs to fund it as we give them a large amount of money every year. Commissioner DeGroot would like to know what other work has been put into this program. Vaughn further elaborates that at this point there is only a \$400 ask on the table, other properties will not likely all come due at the same time. Commissioner Morris suggests answering the \$400 ask right now and evaluate others as they come. Commissioner Boyd has issue with KCEDA and what the County hired them to do, believes the new director is taking the organization in a different direction, not supporting Klamath County economic development, they are lobbying on behalf private paying citizens. Commissioner Boyd thinks we should pull money back from them until they get back on track with the original vision. Commissioner Morris understands Commissioner Boyd's concerns, but would like to see the Board fund the \$400 for this particular part of the project and move forward. Commissioner Boyd voices concerns that this particular piece of property (Westgo) may be an issue due to the natural gas line going through the property. Commissioner DeGroot would like to talk to KCEDA about Commissioner Boyd's concerns, but is willing to fund the \$400 now. Staff to prepare the funding authorization for Finance, money to come from General Fund non-departmental to KCEDA. Commissioner Morris motions to fund the \$400.00 now, Commissioner DeGroot seconds. Commissioner DeGroot and Morris vote in favor, Commissioner Boyd votes against. Approved

8. Adjournment

2:10pm

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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