



Board of Commissioners Business Meeting Agenda
August 22, 2023 ~ 1:00pm ~ Room 219

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To www.klamathcounty.org

[HTTP://WWW.KLAMATHCOUNTY.ORG/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L](http://www.klamathcounty.org/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L)

2. Call To Order & Those Present

3. Public Comment

1. To Give Public Comment, You May Attend The Meeting In Person Or Join The Meeting Remotely. To Join Remotely, Click The Link Or Call The Number Below:

Join Zoom Meeting

[HTTPS://ZOOM.US/J/93654380858?](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

[PWD=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

Meeting ID: 936 5438 0858

Passcode: 299921

Join by phone: 833 548 0282 US Toll-free

Meeting ID: 936 5438 0858

Passcode: 299921

4. Agenda Deletions/Additions

5. Approve Minutes From Last Meeting

1. In The Matter Of Approving The Minutes From The August 15, 2023 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.

Recommended Motion: Approve the minutes as presented.
Fiscal Impact is None.

Documents:

[WEEKLY PROCEEDINGS SUMMARY PAGE.PDF](#)

6. Prior Approved Items

1. In The Matter Of Signing A Strategic Partnership Endorsement With Klamath Community College - Jessica Chastain, IT

Background: Klamath County IT needed to sign a Strategic Partnership Endorsement with Klamath Community College. The IT Department is looking to build a program to host internships, to foster educational opportunities for college students within the Klamath Basin. This was approved during the BOCC Administrative Meeting on 7/25/2023.

Recommended Motion: This is a prior approved item from the 7/25/2023 Administrative Meeting.

Documents:

[KCCPARTNERSHIP.PDF](#)

7. Orders

1. In The Matter Of Vacating Lots 61 And 62 Of Odessa Summer Homes. Map No. R-3606-014CB- Tax Lot: 04200. CDD/Planning: Erik Nobel

Background: The property owner of the two lots is Walter Jones who has 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. The applicant paid the \$600 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 the county.

Recommended Motion: Approve the Final Order to vacate the above described property located in Klamath County Oregon. (File No. LV 5-23).

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

Documents:

[LV 5.23.PDF](#)

2. In The Matter Of Appointing David Hill To The Predatory Animal Control District Board. - BOCC

Background: The Predatory Animal Control District Board has vacancies and has recommended the reappointment of the above named applicant who is willing, able and eligible to serve a term on the Board commencing this day and expiring July 1, 2027.

Recommended Motion: Approve and sign the attached Order appointing David Hill to the Predatory Animal Control District Board.

Documents:

[08-22-23-BOCC-OR2024- APPOINT HILL PREDATORY ANIMAL CONTROL DIST.PDF](#)

3. In The Matter Of Appointing David Schuler To The Klamath County Library Advisory Board. - BOCC

Background: The Klamath County Library Advisory Board has multiple vacancies. Nine people applied, interviews were conducted and the Board of Commissioners agreed to appoint David Schuler to one of the vacancies commencing this day and expiring June 30, 2026.

Recommended Motion: Approve and sign the attached Order appointing David Schuler to the Klamath County Library Advisory Board. There is no Fiscal Impact.

Documents:

[SCAN.PDF](#)

8. Agreements

1. In The Matter Of Approving An Agreement With State Of Oregon Intergovernmental Grant Agreement (IGA) For The Financing Of Community Developmental Disabilities Services Agreement Number 180280 Effective July 1, 2023 Through June 30, 2025. Heidi Gaither, DDS

Background: Grant Agreement for Financing of Community Developmental Disabilities Services between Oregon Department of Human Services (ODHS) and Klamath County (CDDP) includes: Section 1, "Effective Date and Duration"; Section 2, "Agreement Documents, Order of Precedence"; Section 3, "Signatures"; Exhibit A Definitions; Exhibit B Part 1 CDDP Operations and Administration Terms and Conditions; Exhibit B Part 2 Service Element Standards and Procedures; Exhibit B Part 3 Financial Terms and Conditions; Exhibit C Special Terms and Conditions; Exhibit D General Terms and Conditions; Exhibit E Standard Terms and Conditions; Exhibit F Federal Terms and Conditions; Exhibit G Part 1 Required Subcontract Provisions; and Exhibit G Part 2 Subcontractors Insurance Requirements; Exhibit H Part 1 Privacy and Security Agreement; Exhibit H Part 2 Third Party Information System Access Request; Attachment #1 Days and Hours of Operation; and Attachment #2 Subcontractor Disclosures Report.

Recommended Motion: Motion to approve State of Oregon Intergovernmental Grant Agreement for the Financing of Community Developmental Disabilities Services Agreement number 180280 effective July 1, 2023 through June 30, 2025 and to authorize the BOCC Chair to sign the agreement. The fiscal revenue is \$7,694,196. The revenue is split 50/50 over two fiscal years, thus \$3,847,098 for 2023-2024 and 2024-2025 to the Klamath County Developmental Disabilities Services

department budget.

Documents:

[180280-0 FINAL.PDF](#)

2. In The Matter Of Approving A Continuing Intergovernmental Agreement With Lake County For The Fiscal Year 2023-24 Placement Of Lake County Youth In The Klamath County Juvenile Detention Home (JDH).-Dan Golden, Director

Background: Klamath County agrees to provide a minimum of 220 bed days to Lake County. Lake County agrees to pay \$110.00 per day for bed days used. The agreement specifies that Lake County will pay Klamath County for the minimum of 220 bed days for the fiscal year.

Recommended Motion: Approve the Intergovernmental Agreement between Klamath County and Lake County for Fiscal Year 2023-24. Potential impact of a minimum revenue for the Juvenile Department of \$24,200.00.

Documents:

[LAKE-COUNTY-AGREEMENT-8-9-2023.PDF](#)

3. In The Matter Of Approving And Signing Klamath County Domestic Well Financial Assistance Grant Agreements - Natalie Parker, Grant Manager

Background: In 2021 Klamath County experienced a severe and continuing drought. On March 31, 2021 Governor Brown signed Executive order 21-07 declaring a State of Drought Emergency in Klamath County. That Order initiated several opportunities to assist Klamath County residents experiencing domestic well challenges resulting from the drought. The Domestic Well Grant is to provide financial assistance to the owners of domestic wells located within Klamath County who experienced challenges with their domestic well due to the 2021 drought. The following grant recipients have satisfied all grant submissions and the agreements are complete and signed by the applicants.

SURANE, JAMES \$11,010.27

Recommended Motion: Approve and sign the Klamath County Domestic Well Financial Assistance Grant agreements with above recipients. **Fiscal impact:** \$11,010.27 expenditure from the Commissioners Miscellaneous Grant Fund.

Documents:

[8-22-2023 BOCC AGENDA ITEM SUMMARY.PDF](#)

4. In The Matter Of A Direct Appointment For Contract For Services For Project Management Overflow Associated With Various Projects For The Public Works Department. Jeremy Morris, Public Works

Background: Klamath County Public Works would like to enter into a direct appointment with Mark Miller, P.E. for Project Management overflow for various Public Works projects (see attachment “A” for additional information). Compensation shall not exceed \$99,500.00 for the term of the contract.

The 2023 Klamath County contracting policies and procedures section 3.15, Selection for Architect or Engineering Services (1) allow use direct appointment (OAR 137-048-0200) if estimated fee is less than \$100,000.00.

Recommended Motion: Board to approve and sign the contract between Klamath County and Mark Miller, P.E. for Project Management overflow services. Fiscal Impact not to exceed \$99,500.00 expense to the Road Operating Budget.

Documents:

[2023-08-09 M MILLER AGREEMENT BOCC.PDF](#)

5. In The Matter Of A Memorandum Of Understanding Between Klamath County Public Works And Klamath County Fairgrounds. Jeremy Morris, Public Works

Background: This Memorandum of Understanding allows Klamath County Public Works to provide the Klamath County Fairgrounds a Mastic Machine and materials for the purpose of parking lot repairs at the Klamath County Fairgrounds. This

agreement will be effective from July 1, 2023 through June 30, 2024.

Recommended Motion: Board to approve and authorize the Klamath County Public Works Director and Klamath County Fairgrounds Director to sign the Memorandum of Understanding between Klamath County Public Works and Klamath County Fairgrounds. Fiscal Impact not to exceed \$20,000 expense to the Klamath County Fairgrounds Operating Budget and \$20,000 income to the Road Department Operating Budget.

Documents:

[2023 MOU PUBLIC WORKS FAIRGROUNDS FOR EQUIPMENT RENTAL.PDF](#)

6. In The Matter Of A Memorandum Of Understanding Between Klamath County Public Works And Klamath County Sheriff's Office. Jeremy Morris, Public Works

Background: This Memorandum of Understanding allows Klamath County Public Works to provide the Klamath County Sheriff's Office Storage Unit Rentals at the Klamath County Road Shop. This agreement will be effective from July 1, 2023 through December 31, 2025.

Recommended Motion: Board to approve and authorize the Klamath County Public Works Director and the Klamath County Sheriff to sign the Memorandum of Understanding between Klamath County Public Works and the Klamath County Sheriff's Office. Fiscal Impact not to exceed \$20,000 expense to the Sheriff's Office Special Revenue Fund, and \$20,000 income to the Road Department Operating Budget.

Documents:

[2023 MOU PUBLIC WORKS SHERIFFS OFFICE FOR STORAGE UNIT RENTAL.PDF](#)

7. In The Matter Of Executing The Contract Between Klamath County And Knife River Corporation - Northwest For 2023

EAC Rock Production. Jeremy Morris, Public Works

Background: The Board of County Commissioners awarded the bid for the above referenced project. Execution of the contract finalizes the award.

Recommended Motion: Board to approve and sign the contract between Klamath County and Knife River Corporation - Northwest for 2023 EAC Rock Production. Fiscal impact is \$707,662.50 expenditure to the Road Operating Budget.

Documents:

[2023 EAC ROCK CONTRACT BLUE SHEET.PDF](#)

8. In The Matter Of Signing An Agreement With The Center For Internet Security For CyberWA – Jessica Chastain, IT Director

Background: The Center for Internet Security is doing a 30-day proof of value for a cyber defense tool, called CyberWA. This tool will provide a high-level assessment of the Klamath County IT cybersecurity capabilities and preparedness.

Recommended Motion: Allow the IT Director to sign an agreement with the Center of Internet Security to utilize the CyberWA tool for 30 days. There is no fiscal impact.

Documents:

[CYBERWA.PDF](#)

9. In The Matter Of Signing An Agreement With StormWind Studios For IT Training– Jessica Chastain, IT Director

Background: StormWind Studios is an online training learning management system for advanced IT related topics. In the past, we have purchased 3 licenses for the IT Department. This helps with training initiatives and provides advanced online education opportunities for the staff.

Three quotes were obtained, with the following:

Vendor	Total Per Student	Total Fiscal Impact
StormWind Studios	\$1,040	\$3,120
Polaris Unlimited	\$3,699	\$11,097
SANS	\$8,275	\$24,825

The department would like to move forward with StormWind Studios. The fiscal impact of this is \$3,120 for 18 months of access and will be paid out of the IT travel and training budget.

Recommended Motion: Allow the IT Director to sign an agreement with StormWind Studios for training for the IT staff. The fiscal impact is \$3,120 to be paid out of the IT budget.

Documents:

[STORMWINDS.PDF](#)

10. In The Matter Of Approving A Lease Agreement Between Klamath County Emergency Management And Klamath 9-1-1 Communications District. - BOCC

Background: This lease is for Klamath County Emergency Management to occupy two office spaces, use a conference room, restrooms and parking spaces at the 9-1-1 Communications facility located at 2543 Shasta Way, Klamath Falls, Oregon 97601.

Recommended Motion: Approve the lease agreement between Klamath County Emergency Management and Klamath 9-1-1 Communications District for the period July 1, 2023 – June 30, 2024. Fiscal Impact is a \$6,107.51 expenditure to the Emergency Management Department's budget.

Documents:

[08-22-23-EM-OFFICE SPACE LEASE AGREEMENT 911 DISTRICT.PDF](#)

9. Licenses

1. **In The Matter Of Approving A Recommendation For A Renewal Liquor License For Abby's Pizza, Bigfoot Tavern, Crater Lake Lodge, Gilchrist Grocery & Deli, Keno Store, Madison Market, Bly Market, Fast Break Homedale Market, Fast Break River Market, Fast Break Bonanza Market, Leins Store, Mac's Store, MSM 534, Harriman Springs Restaurant, Jade Room Restaurant & Lounge, Mohawk Restaurant, Odell Sportsman Center, Dollar General 18282 Crescent, Dollar General 16696 Chiloquin, Rick's Smoke Shop, Mario's Italian Sandwiches And Red Rooster Grill & Pub. - 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.

Recommended Motion: Note for the Record. Fiscal Impact: Revenue of \$10.00 for each renewal license to the General Fund-Commissioners.

Documents:

[08-22-23-BOCC-LICENSES.PDF](#)

10. Other County Business

1. **In The Matter Of Signing Of Land Partition 12-23 On Behalf Of Klamath County As Property Owner. CDD/Planning: Erik Nobel**

Background: Klamath County foreclosed on the subject properties and is now the property owner. The partition consists of two properties: property one is a parcel of land described in D.V. M02, Page 14173, and property two is Lot 1 of Block 7 of Chemult Subdivision. These two properties have historically been treated as one. As you can see on the partition, a gas station was built on the property line between the two properties.

The reason the two properties have been used as one is independently each property is too small to develop. The purpose of the Land Partition is to combine the two properties into one to make the property more marketable for development.

The Commissioners will be signing the partition as the property owner. If the Commissioners choose to sign the partition, the partition will be routed to the County Surveyor for review and signature, County Planning for review and signature, and County Assessor/ Tax Collector for review and signature. Once all of the County signatures have been captured, the partition will be recorded with the County Clerk and County Surveyor. This is the same process every land partition goes through.

Recommended Motion: The Board of County Commissioners approves and signs the Land Partition on behalf of Klamath County as Property Owner.

Fiscal Impact: There is no fiscal impact at this time.

Documents:

[AGENDA PACKET LP 12.23.PDF](#)

11. Drainage Service District

1. In The Matter Of An Authorization To Issue A Request For Quotes For Construction Services For Cleaning The 1-C And 1-C3 Drainage Canals. Jeremy Morris, KCDS

Background: The Klamath County Drainage Service District (KCDS) maintains a network of drainage canals located in the urban growth boundary of Klamath Falls. Each year the KCDS identifies canals that are overgrown with vegetation and silt in the flowlines that needs to be cleaned. In addition to the ditch cleaning, the project includes minor access road earthwork, tree removal and additional work identified on the plans. The engineers estimate is \$136,000.00.



Recommended Motion: Board approve and authorize the Klamath County Drainage Service District to issue a request for quotes for construction services for the Drainage Canal Maintenance project. Fiscal Impact is to be determined.

Documents:

[2023 BOCC APPROVAL RFQ DITCH CLEAN 1C3 KCDSD.PDF](#)

12. Commissioner Reports

13. 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.
305 Main Street 2nd Floor, Klamath Falls, OR 97601

E-mail: bocc@klamathcounty.org Website: www.klamathcounty.org