



9/27/2022 - Minutes

1. Call To Order & Those Present

Commissioner Minty, Commissioner DeGroot, Commissioner Henslee, Vickie Noel, Nilda Pena, Natalie Parker/Finance, Rochelle Long/Clerk, Jessica Chastain/IT, Jeremy Morris/Public Works, Amanda VanRiper/HR

2. Approve Minutes From Last Meeting

Commissioner Minty approves minutes from August 23 Finance meeting.

3. TEXTMYGOV Short Software Presentation

Rochelle Long/Clerk, Zach & Carson from "Textmygov" address the Board with presentation of program. Board will take the information into consideration. Jessica Chastain offers adding this to the Technology Maintenance line item for splitting out the cost. Commissioner Henslee questions which departments would actually use this program? Chastain responds and elaborates. Commissioner Henslee likes the program and thinks there a a lot of benefits, but would like to see some specifics/expectations on how we can utilize it effectively.

4. Funding Requests

Brown Caldwell Study 400k request - Commissioner DeGroot likes the project and believes the County should be helping with this issue, doesn't think 400k is a lot for researching the issues. Commissioner Henslee agrees. Commissioner DeGroot would like to see us invite the Tribes to be a part of this. Commissioner Morris supports moving forward, but important we are accurate in describing how we are moving forward by explaining this is a technical/engineering project right now. Commissioner Henslee is concerned about running out of ARPA dollars. Noel responds and explains ARPA dollars remaining. Commissioner Minty asks about how much funding is in our Economic Development fund. Noel responds approximately 200k that is not obligated. Discussion about where the funding will come from. Board consensus is the 400k will come from ARPA funding. Jeremy Morris adds that the request is 240k for the study and 160k for possible solutions, but will definitely look at other funding sources depending on what the study says. The Drainage Service District will likely have some funding to contribute. Commissioner DeGroot suggests allocating for the study only at this point the circle back if further funds are needed. Board consensus is to allocate 240k now 75% from ARPA and 25% from Drainage District.

Beaver Marsh & Chemult Water Feasibility Study - Commissioner Minty thinks it appropriate for this project's funding to come from the additional State Domestic Well Grant Funding we will be receiving (5 million). Jeremy Morris addresses the Board requesting authorization to apply for Business Oregon grant, explains the County would administer the grant is asking for Admin time (Natalie, Jeremy, Mike Z) be paid out of the "Dry Well" funding. Commissioner Morris motions to fund this study out of the new Domestic Well Grant Funding, Commissioner DeGroot seconds. Commissioner Henslee asks if this is one study or two? Morris indicates there will be two applications? one for Beaver Marsh/Chemult and another for Midland 20k each.

Midland Community Well - Commissioner Morris motions to fund this study out of the new funding Domestic Well Grant Funding, Commissioner DeGroot seconds. Unanimous vote. Approved

Human Resources 13k ask - Amanda Van Riper addresses the Board indicating that HR was allocated 7k in ARPA funding for digitization, is asking to transfer that 7k with an additional 13k to purchase "GOCO/onboarding software". Explains benefits of software, ongoing annual cost would be 55k. Commissioner Henslee asks VanRiper to explain the 55k benefit we would be getting for this software. VanRiper responds/elaborates on benefits. Commissioner Henslee doesn't see the value, additionally likes to see the human value in working employees through HR issues. Commissioner DeGroot agrees with Commissioner Henslee.

Steen Sports Park 165K year for 2 years request - Commissioner Minty recuses herself from this discussion as she sits on Steen Sports Park Board. Natalie Parker reviews funding allocated to Steen Sports Park from Tourism and Economic Development grants for various projects and status of those projects. They were allocated 655k from ARPA for concession/bathroom and seating upgrades to be completed by 7/2024, they have not given us a "scope at work" for the project, as such funding is being held pending receiving the information. Additionally they are considered a "moderate risk" entity. Discussion about their current funding ask and if they can reallocate the 655k to other operating costs, would need to redo the contract. Commissioner Henslee would be interested in reallocating the funding if the project can't be completed. Additionally would like to know if the City is willing to step up and help out. Commissioner DeGroot comments that Scott White did represent he is trying to get the City to commit funding as well. Discussion about the "immediate need of 60k" Commissioner DeGroot would be will to give them funding out of ED or Tourism funds to keep them going then invite them in to discuss the capital dollars allocated and getting projects completed. Commissioner Henslee is good with 60k today from ED then invite them back to discuss further funding requests/projects/ARPA etc. The Board wants them to be successful just needs more info.

SCOEDD 100k ask - Noel reviews why the funding request went from 25k to 100k. Commissioner DeGroot agrees that they do good work and an increase is warranted would be willing to go to 50k. Commissioner Henslee is still learning about the organization but not sure about 100k can get behind 50k. Commissioner Minty motions to increase funding from 25k to 50k from ED fund, Commissioner DeGroot seconds. Unanimous vote. Approved

5. **ORS 295 And The Usage Of Square As A Payment Processor**

Vickie Noel role as "Treasurer" explains ORS295 requirements. We have a couple

departments using square, in letting them know we would not be utilizing Square any longer, Todd Kepple/Museum is adamant he keep using it. Further explains the State does not allow use of "Square" either. Noel elaborates she did research and found an alternate route for the Museum payments and inventory record keeping, explains there will be a small fee associated with changing to "CLOVER" but Mr. Kepple is not being cooperative. Commissioner Henslee understands the concern and the reason why we can't use "Square". Commissioner DeGroot motions to stop allowing any use of Square, Commissioner Henslee seconds, Unanimous vote. Approved

6. ARPA Grant Update

Natalie Parker presents spreadsheet of projects and allocated ARPA funds. Commissioner Henslee would like to know which projects are moving forward and which are not. Parker explains she is in continual contact with the individuals and progression of their projects, will keep the Board apprised. Commissioner Henslee suggests putting a hold on the ARPA allocation to the DA's office as we will be getting a new DA by end of the year. Parker elaborates on the funding already allocated, most of which is for vacant positions.

Commissioner DeGroot asks about the building permit program? Parker responds approximately 161K, and getting good response. Commissioner DeGroot would like to see this topic on another agenda and have Stephanie Brown come and elaborate. Believes we may have trouble spending the money allocated for this program, Parker relays information she was provided from the building department that it may take 28 months to spend the funding. Commissioner DeGroot is concerned that this money was meant to spur "New housing developments" and doesn't believe we are meeting that need.

Lake Ewauna Project (1 million allocation) – Is project moving forward? Jeremy Morris suggests having he and Mike reach out to a consultant about the project, would likely be Brown Caldwell as they are experts, to take an independent look to see if this project is feasible, should be low cost and fast turn-around. Discussion about other ways to go about Lake Ewauna Clean up. Commissioner Minty indicates she met with the Tribes about this and they are excited about this project. Morris estimates we may need 10k for a study on the project. Commissioner DeGroot asks how much a barge and dredge would cost? Morris responds will look into and bring back those figures. Commissioner Henslee suggests we get an agreement with KCEDA for the million dollars before we do anything further, is in support of this project. Commissioner DeGroot believes the hold-up on the project is that there is going to be additional funding of several million dollars and there is no plan for those dollars yet. Board consensus is for Parker to get an agreement with KCEDA. Parker asks for a deadline as KCEDA has not been receptive to signing an agreement. Suggestion is to reach out directly to a bio company for an agreement, Parker indicates that the particular bio company does not have an office in the US and ARPA dollars have to go to a US based company. Commissioner Henslee will reach out to KCEDA and bring info back to the Board.

November Application Processes - Parker asks what the anticipated amount is for the November ARPA "Community" grant program and how the program will take place? Commissioner Morris would like it handled just like we did the last round. Parker asks about setting an ask limit? Commissioner Henslee doesn't want to set a limit. Suggestion to open applications in November and have evaluation committee in December.

Commissioner DeGroot states we need to make a decision on the amount of dollars available before we open the application process. Commissioner Morris suggests we have that discussion in our October Finance meeting. Do we want the same committee members for the second committee? Commissioner Minty states it should be the same members. Parker will reach out to the current members and see if they are still interested in serving the second amount. Commissioner Henslee asks if the ARPA allocation funds available on the website? Parker responds the information is limited. Commissioner Henslee has been sending people to the website and wants the information out there.

7. Domestic Well Program

Domestic Wells – Parker provides snap shot of the funding, 10% can be used for Admin fees. We just heard we will be getting another 5 million for this program from the State. Parker further elaborates there are two different programs (water delivery and remedy of the well), questions being ask if these dollars can be used for fees it will take to hook up a tank to the house (electrician/plumber)? Commissioner DeGroot asks if those fees would fit within the State Grant Award? Commissioner Minty believes yes those fees would be eligible. Board agrees the funding can be used to hook up the tanks while waiting for well drillers to get out there. Commissioner Henslee asks how many people have tanks but are not on a “well driller” list? Discussion that Emergency Management is tracking that information. Water delivery system is expected to end in February 2023, but there will be an ask to extend that. Commissioner Henslee asks if we have stats for dry well in 2021 and 2022 and if any wells recharged. Parker responds 263 in 2021 and 183 so far in 2022, but no stats on recharging. Board is agreeable to use funds for tank hook up. Can we reimburse Jeremy Morris and Mike Z (Public Works) for their work on the project? Board is agreeable to reimbursing all involved for their work on the actual grant program.

8. Tourism And ED Classes

Discussion about allowing repeat applicants/recipients to only have to attend the required classes every 3 years unless Finance feels a different need. Commissioner DeGroot motions that repeat applicants/recipients to only have to attend the required classes every 3 years unless Finance feels a different need, Commissioner Minty motions seconds. Unanimous vote. Approved

9. Treasurer Portfolio Review



Noel presents Board with spreadsheet detailing investments, assets, losses and rate of return. Explains plan for future investment. Board is supportive of plan.

10. Other County Business

Noel would like to speak to a designer about redesigning the Finance department, explains why. Board is agreeable.

11. Adjournment

11:54am

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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