



Board of Commissioners' Administrative Meeting  
February 14, 2023 ~ 3:00 pm ~ Room 214

2/14/2023 - Minutes

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [www.klamathcounty.org](http://www.klamathcounty.org)**

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

Commissioner DeGroot, Commissioner Henslee, Sandy Cox/Admin Staff, Jeremy Morris/Public Works, Amanda VanRiper/Human Resources, Rick Vaughn/Property Management, Vickie Noel/Finance, Natalie Parker/Grant Manager, Derrick Rowley/Fairgrounds, Jennifer Little, Jessica Dale/Public Health

**3. Approve Minutes From Last Meeting**

Commissioner DeGroot approves minutes from February 7, 20203 Admin Meeting.

**4. Exchange Club Park Discussion**

Derrick Rowley addresses the Board, explains that the City will be installing a pump/booster station in a corner of the park, further discussion is to turn the remaining of the park into a storage area. Gregg Sherrill comments that the park constantly has transients, would like to clean it up and get transients out of there. Dick Robertson/Tracy Ronningen of Exchange Club comment that they don't really use the park anymore, they would like to transplant the one "good" picnic table and maybe a couple other sentimental items, they understand being be apprised of the proposed changes. Sherrill asks for a list of the items they would like to get back. Commissioner Henslee indicates that the County owns the property and maintenance is to be done by the Fair Board. Commissioner Henslee motions to approve repurposing the Exchange park land as a storage area, Commissioner DeGroot seconds. Unanimous vote. approved Staff will prepare new resolution.

**5. Amanda Van Riper - Human Resources**

**1. Department Request – CDD Promotion**

Amanda VanRiper, Stephanie Brown address the Board. Commissioner DeGroot motions to approve request as presented, Commissioner Henslee seconds. Commissioner Henslee questions why this specific promotion needs to be approved by the Board rather than just internally in the department. VanRiper responds that if it is not budgeted then needs approval. Unanimous

vote. Approved

## **6. Natalie Parker - Grant Administrator**

### **1. Wood River Grant Cost Share Waiver Request Letter**

Natalie Parker addresses the Board with letter of support. Commissioner DeGroot motions to sign letter, Commissioner Henslee seconds. Commissioner Henslee questions the chances of getting the grant? Parker indicates these are really competitive grants so not real sure. Unanimous vote. Approved

## **7. Rick Vaughn - Tax Collector/Property Manager**

### **1. Wingwatcher's Request For Authorization To Apply For ODE Grant**

Rick Vaughn, Phil Dussel addresses the Board requesting the County apply for a \$3700 grant for Wingwatcher's to install a water pump, deadline to submit the grant is tomorrow by 5. Commissioner Henslee does not like these last minute things coming to him out of the regular. Dussel indicates that the County will be the applicant and will need to do the leg work, administering the grant, managing the funds, and reporting. Commissioner Henslee is not supportive of this request as it puts a lot of unnecessary work on staff for only 1800. Commissioner DeGroot prefers to just find 1800 through tourism grants rather than applying for this particular grant. Instructs Mr. Dunn to work with Natalie on finding the funding.

## **8. Jeremy Morris - Public Works**

### **1. East Main Bypass Raise Grant City/County/SSSD Revised Support Letter**

Jeremy Morris addresses the Board explains the project and grant would like to commit 500k match, community will really benefit from this project. Commissioner DeGroot motions to sign letter of support as presented, Commissioner Henslee seconds. Commissioner Henslee asks if this would be actual funds or an in-kind contribution? Morris elaborates further. Commissioner Henslee would like the letter clarified that the total contribution will be 500k, but the letter make it sound like we will be paying 500k AND upgrade Crosby. Commissioner Henslee is good with letter as long as the letter is clarified. Morris will amend the letter. Commissioner Henslee further explains the project, it will open up additional industrial land. Unanimous vote to sign amended letter. Approved.

## **9. Public Health Budget Workshop**

Jennifer Little, Jessica Dale address the Board reviews/explains proposed 23-24 FY Budget, there is a 85K General Fund request. Commissioner Henslee questions revenue from tobacco retail licensing, asks for annual amount? Dale responds 87 retailers at \$275, explains how they calculate the fee. Discussion that less tobacco retailers would generate less funds, but would require less staffing. Noel asks Dale to elaborate on the comments from the financial auditors regarding indirect fees. Commissioner Henslee explains his frustration with "internal service fees". Commissioner DeGroot asks if this budget anticipates any additional FTE's? Dale responds no. Discussion regarding if there is enough space at current location if there is significant growth?

## 10. BOCC

### ~~1. Discuss Strategic Plan Team~~

### 2. KCEDA Request To Extend Cooperation Agreement



Commissioner DeGroot explains agreement that also included the City, and the City will need to write an amendment. Commissioner DeGroot motions to offer the incentives the County previously agreed to, to the end of 2024 and sign and amendment when/if it comes through

### 3. House Bill 2765 Support Letter

Board reviews draft support letter for HB 2765. Commissioner DeGroot motions to a sign letter of support for HB 2765, Commissioner Henslee seconds. Unanimous vote. Approved

## 11. Adjournment

4:05pm

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](mailto:bocc@klamathcounty.org) Website: [www.klamathcounty.org](http://www.klamathcounty.org)