

**Jefferson Co. Commissioner Meeting  
Tuesday, October 13, 2015**

Meeting called to order at 9:00. Those present are Commissioner Farnsworth, Commissioner Hancock, Chairman Raymond, Sheriff Steve Anderson, Treasurer Kristine Lund, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge given by Commissioner Farnsworth. Prayer given by Commissioner Hancock.

**Eastern Idaho Public Health – Gerri Rackow**

• **Update**

[9:00:46 AM](#) Gerri Rackow, District Health Director, Kellye Eager, Director of Environmental Health Division, Tamara Cox, Director of Health Preparedness, Promotion & Surveillance, and Gary Rillema, Director of Family Community Health Services.

[9:01:10 AM](#) Gerri Rackow is the District Director wants to discuss the fiscal year 2015 was a positive year. Statewide Healthcare Innovation Plan (SHIP) is a grant that has received \$40 million for a four year period to help with healthcare. This program is designed to help transfer care and help reduce health care cost while helping the overall community. This is a new contract funded for the next four years. Have been able to hire additional staff. Have recently contracted with Health & Welfare to provide oversight for their regional behavioral health boards. Next year will be having 27 pay periods which they have started saving for. Usually the state in their appropriation gives some additional funds to help with the extra pay period.

[9:04:46 AM](#) Health insurance is only increasing 6%. Have 110 employees through eight counties. Find in their daily work that individuals are unsure of what Public Health is. Get them confused with Health & Welfare. Have a new program for employees to help bring in individuals. Discuss the rack card which helps promote the services that are provided. These cards have important information for the public. Gerri asks if they can put some of these cards out in the County. Will disperse these through offices in the courthouse. Did an end of the year summary and this incentive has helped with the employees reaching out to the public as well.

[9:06:51 AM](#) Kellye Eager is the director of environmental health. Discusses staff. In the food program have had a legislative change. Have introduced cottage foods which consist of basic jam/jelly, cookies, and breads. Have found through inspections that the state was already handling these foods the correct way. The time and effort was not going into these inspections. Cottage food is active in Idaho. Discuss foods where individuals do need a food license. Will be working closely with Health & Welfare during each of the legislative changes. Septic tank numbers are climbing as well as food establishment inspections which are also increasing. Child care facilities have dropped due to the regulations that are continuously changing.

[9:14:37 AM](#) Gary Rillema director of family community health services. Medical home coordination has been extended six months this year because of how they have been working towards a pediatric medical center. May try and work this program with the new SHIP program. Have a program called parents as teachers which has funding for three years. Focuses on the maternal home visiting infants through 3 years. This is core public health prevention giving families the resources and support to be well bonded together. Those early years are critical in child development to gain the ability to love and bond. Immunization program is a very active program for adults and children. Have maintained to have all vaccinations available. In an ongoing flu campaign. Reproductive health and sexually transmitted disease have a lot of individuals who have not received insurance. Women's health check program is a free service that the government helps with. This is to help make sure women get breast and cervical cancer screenings. Idaho has the lowest rates of women receiving cancer screenings.

[9:22:59 AM](#) Tamara Cox director of health preparedness, promotion, and surveillance division. Health preparedness program is bringing in emergency managers, hospitals, law enforcement and coroners together to work on preparedness. Dr. Gardner is an intensivist that works with pediatrics at EIRMC. Wants to help focus on preparedness for pediatrics. Trying to make all responders informed on how to handle pediatric care. Ebola preparedness did have some risks this last year. Had some preparedness meetings for elected officials, first responders, and law enforcement. This is a new program trying to make plans and coordinate together in case of an outbreak. This program has received funding for this year.

[9:29:14 AM](#) **Robin Dunn is here**

[9:29:17 AM](#) Health Education program promotes living long healthy lives. Has a fit and fall program that promotes living a healthy lifestyle. This helps with coordination and climbing stairs. Helps bond individuals in a group which also helps with their emotional health.

[9:32:26 AM](#) Gerri wants to touch on the WIC program that Angy Cook is the director of. This is for women, infants, and children. The participation in the WIC program has been on the decline. Around 7,000 participants. Working on Mud Lake improvements on the office. Painting the building. Discuss railing. Gerri had not been informed these are almost built. Want to coordinate how to disperse the bill. Commissioners decide to have Gerri bill for paint and supplies. Have nominated Commissioner Farnsworth to install the handrails. This will improve the safety for the clients out in the Mud Lake building. November 19 is the next health board meeting.

**Maintenance/Janitorial – Bryan Briggs**

- **Contract**

[9:38:18 AM](#) Bryan provides the contract that Robin has drawn up. Discuss insurance. Bryan requests to not have the million dollar insurance on his truck. RFP states he could ask for a waiver. Robin explains State statute is \$300,000 coverage but should follow the RFP. Commissioner Hancock asks where he is a sub-contractor does he need this insurance? Robin says the liability would fall on Bryan but if he does not have enough coverage the County may be responsible. Discuss insurance needs to be consistent with the RFP. Commissioners read through the proposed contract. Robin brings up that the lake is self-funded and where Bryan does work at the lake may need to break out his payments. Commissioner's may want Robin to rewrite this contract in the future to keep the lake funds separated since these are not tax dollars. Will amend this contract once they decide.

[9:51:15 AM](#) **Motion by Commissioner Farnsworth to accept the contract written for maintenance Bryan Briggs with it being amended at a later date. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Cell Phone/Credit Card**

[9:52:22 AM](#) Bryan wanted to bring up the County credit card to buy supplies. Chairman Raymond thinks this could be essential. Bryan does not want one issued. Chairman Raymond asks Kristine if Bryan does need a card if she has some available? Kristine has three in the treasurer's office that can be checked out but mentions that Scott used his card regularly. Discuss a Sam's club card. Bryan does not need the credit card in his possession. Bryan thinks the cell phone would be helpful so that he makes sure he is available and easy to reach. Makes sense to provide Bryan with the same phone and number as the previous maintenance.

[9:57:31 AM](#) **Motion by Commissioner Hancock to authorize a cell phone for the maintenance/janitorial Bryan Briggs. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Vacation**

[9:58:06 AM](#) Bryan has some time off scheduled. Wants to recommend Jordan Lewis who has been an employee for Scott Herrick for 6 years. Would need a background check. Commissioners request he get a background check on all of his employees. Commissioners will leave it up to Bryan's discretion on who is in charge when he is on vacation.

**Elections – Shonna Allred**

- **Resolution #2016-1 – Destruction of Records**

[10:00:56 AM](#) Shonna is here with a resolution for destruction of election records. Chairman Raymond reads resolution #2016-1. Robin mentions this resolution had been brought previously. Chairman Raymond feels that these records should be held onto awhile longer. Shonna mentions these are in the way for the next election on November 3. Chairman Raymond recommends to hold onto these for longer at least another year. Bryan Briggs interjects that there is some maintenance stuff in the elections room he may be able to reorganize this. Will hang onto these records for a bit longer.

**Sheriff – Steve Anderson**

- **Eagle Scout Project**

[10:10:00 AM](#) Sheriff Anderson comments that his Eagle Scout was not finished so he is not here. Will bring in the sign that was made later.

[10:10:41 AM](#) **Motion by Commissioner Hancock to amend agenda to allow Lincoln Bagley to present his Eagle Scout project from out at Jefferson Lake. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.**

[10:11:18 AM](#) Lincoln is here to present the bill for the pavement out at Jefferson Lake for the basketball court. Lincoln explains what he did for his project. Had four trees that they removed also removed the basketball hoops. Did prep work for the asphalt. Has a bill for \$900 for the asphalt that Emily had presented to the commissioners and was approved. Is working with Commissioner Hancock to get the new basketball hoops. Will install these as soon as they are ready. Lincoln provides the bill to Colleen.

**Sheriff's Office – Mike Miller**

- **Television Options**

[10:14:34 AM](#) This was brought up a few meetings ago. Mike thinks that they could just put an antenna on the roof instead of having to pay for the television service. Mike thinks they may need two antennas one for each side of the building. Mike has just gotten back from vacation has not researched the costs of this yet.

**Sheriff's Office – Mike Miller – Teton Communications - Tony**

- **Tower Zoning**

[10:18:02 AM](#) Mike had gone to the Mud Lake fairgrounds. There is not really a lot of room for this structure. In the back corner they would have to rip out trees and it would be where the stock trailers go. This needs to be closer to the highway where the fiber is run. This is all residential zoning. Chairman Raymond asks about the market. Mike had talked with them. They wanted too much to justify the amounts and it is also in an R1 zone. Are back to the original parcel that Tony had provided. The only commercial zoning is the landfill but this would be too far out for this tower for the costs involved. Commissioner Hancock wants to know what their options are and how they should proceed. Robin says the Commissioners would have to make a formal recommendation to the Planning & Zoning Commission for a zone change. Chairman Raymond says this request would go to the Planning & Zoning Commission the next time they meet. Discuss this is a safety concern not being able to be in touch with deputies.

[10:25:00 AM](#) **Motion by Commissioner Hancock that as commissioners they are asking the Planning & Zoning Commission for a zone change to industrial for this emergency tower in Mud Lake area. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.**

**Sheriff's Office – Mike Miller – BPS – Fremont Telecommunications**

- **Fax Line Charge**

[10:26:45 AM](#) Dean with BPS has been working with Mike to help with the transition. Mike ran into some problems with the fax lines because they are not digital they are analog lines. For the phones to work with the fiber need a PRI card which the commissioners already knew. Discuss the yearly contact with the fax machines. Discuss options. With a State rate would be \$23.99 for fax lines per month. In the courthouse they have nine fax lines. May also include Road & Bridge and Probation. Discuss options and how the commissioners want to proceed. Chairman Raymond feels they should proceed with the State bid.

[10:34:38 AM](#) **Robin Dunn left the room**

[10:34:55 AM](#) **Motion by Commissioner Hancock to authorize BPS to order a PRI card to work with the fiber for \$3,999.99. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[10:41:21 AM](#) **Motion by Commissioner Farnsworth to go with the State bid for the fax lines with the analog rate of \$23.99 per month. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

**Public Works – Dave Walrath**

- **Rescind Resolution # 2015-29**

[10:42:47 AM](#) Dave is here had one meeting with the transportation committee. The consensus of the group was to pattern this after the Madison RPO. So they are going to put together a charter for the organization. The thought is since this is a volunteer group to have this group together as long as possible. This RPO will be an advisory group which will have no authorization to make any changes. Will still adhere to the open meeting laws. This will be for infrastructure input.

[10:48:14 AM](#) **Robin Dunn is here**

[10:50:24 AM](#) **Robin Dunn left the room**

[10:50:34 AM](#) Discuss the resolution and the proposed chartered RPO.

[10:51:49 AM](#) **Motion by Commissioner Hancock to rescind resolution #2015-29. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.**

- **Network Fleet WSCA contract**

[10:55:01 AM](#) Dave explains Robin has been able to review this contract and has given his go ahead to proceed.

[10:55:46 AM](#) Dave mentions he was asked to participate in a safety audit on 17<sup>th</sup> street in Idaho Falls. Hand the commissioners the agenda.

[11:00:52 AM](#) Dave mentions he will need a zoning change from the City of Rigby for the added fuel storage and will keep the commissioners updated.

[11:01:59 AM](#) **Motion by Chairman Raymond to amend agenda to consider the letter from the Idaho Healthy Forest Initiative. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.**

[11:02:45 AM](#) Letter on behalf of the Healthy Forest Initiative. Talks about how to keep the national forests healthy and is requesting the support from the County commissioners. The deadline for this is tomorrow. Commissioner Hancock mentions this was brought up in the meetings they attended in Boise so they are familiar with this.

[11:04:00 AM](#) Motion by Commissioner Farnsworth to add their names to this letter and support this. Second by Commissioner Hancock. All in favor – aye. Motion passed.

**Social Services – Edidt Ramirez**

- Executive Session 74-206 (D) – Records Exempt from Disclosure

[11:04:41 AM](#) Motion by Commissioner Farnsworth to go into executive session 74-206 (D) - Records Exempt from Disclosure. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session at 11:14

[11:14:22 AM](#) Motion by Commissioner Hancock to approve case #2016-3. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Edidt mentions that she would appreciate any help at the Food Bank the food drive is October 17. Will need help sorting and putting away.

[11:16:36 AM](#) Robin Dunn is here

[11:18:10 AM](#) Recess until 1:00

Open session at 1:01

[1:01:16 PM](#) Motion by Chairman Raymond to amend the agenda to discuss new State levy rates. Second by Commissioner Hancock. All in favor - aye. Motion passed.

[1:01:55 PM](#) Colleen has the new State levy rates. These need to be certified by the commissioners. Colleen highlights the changes for the commissioners. Very minimal changes.

[1:04:14 PM](#) Motion by Commissioner Farnsworth to accept the new certified levy rates. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

**Kimber Tower**

- Family Crisis Center

[1:05:34 PM](#) Kimber is the outreach coordinator for the Family Crisis Center. Main office is in Rexburg but serves Madison, Fremont, Jefferson, and Clark County. Crisis Center helps the victim with court, counseling, food, clothing, and shelter. Has a staff of 10 advocates plus countless volunteers. Wants to get the word out and also needs help obtaining some more advocates.

[1:09:11 PM](#) Kimber mentions they have launched some satellite site offices in Clark, Jefferson, and Fremont County. Will have advocates available at certain locations at specific times each month. Jefferson County has allowed the advocates to come in and speak with law enforcement officers.

[1:11:09 PM](#) Need to have more advocates in the area. Currently have three in training for Jefferson County. Need volunteers at the food bank and the thrift store. People need to know they are not alone. Trying to help by getting as much information out as possible. Website is [Familycrisis.info](http://Familycrisis.info). Have served 44 individuals in the County last year and 23 individuals in the County as of May this year. For victims in 2014 had spent \$56,320 and in 2015 \$29,440 as of May. This organization is run through grants and donations. Madison County has purchased a safe home that hosts two families at a time. Would like to see more of these safe homes available in other counties. Food Bank is in the office in Rexburg they do offer a fresh food bank. Also have a thrift store is in the office as well.

[1:16:58 PM](#) Cathy the City Clerk from Menan mentions all donations receive a tax write off. Kimber discusses that Menan will be hosting a free self-defense class for girls and women at town hall. This class was brought up on Friday and is already filled as of Monday. Sheriff Anderson mentions that Jefferson County is providing an instructor to teach this class. Sheriff Anderson mentions there is a clothing drive coming up and any extras are taken to the clothing swap in Rigby. Everything that is left is donated to the Family Crisis Center. Kimber mentions how helpful Sheriff Anderson has been. Discuss working with other food banks as well as the State food bank. Kimber mentions the need for additional advocates to help after hours, weekends, and to be on call for when help is needed. Women are sometimes more in need in certain situations. But men are needed as advocates as well. Kimber mentions a class she will be attending to help with child abuse. After she attends this class she will come back and teach it to others.

[1:21:45 PM](#) Robin Dunn is here

**Commissioners**

- Approve Claims

[1:25:10 PM](#) Question with the courts on ISTARs charge of \$2,800. This is the program they enter the court information into.

[1:27:36 PM](#) Motion by Commissioner Hancock to accept the claims form 9/26/15 to 9/30/15 for \$192,684.08. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

- Approve Commissioner Meeting Minutes

[1:29:17 PM](#) Motion by Commissioner Farnsworth to accept commissioner meeting minutes for September 25, 2015. Second by Commissioner Hancock. All in favor – aye. Motion passed.

- Sign Certificate of Residency

[1:30:37 PM](#) Motion by Commissioner Farnsworth to approve the certificate of residency from the College of Western Idaho for Jazmyne Kline Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

- Sign Liquor License

[1:32:02 PM](#) Sign liquor license

- Great Feeder Discussion

[1:32:50 PM](#) Commissioner Hancock mentions that he had been in contact with Bruce from the Great Feeder who has mentioned allowing the County easement to this property. Discuss location and financials. Robin explains the problem is they do not have any drawings yet. Chairman Raymond comments that they are facing a decision with private structure on private property. Anyone who owns water on this system pays into a fund to rebuild this structure. This is definitely needed. What they are facing as commissioners is putting a bridge over this to allow access. This is still private property and do not have a drawing or any amount so this would be hard to take this to the public and have any input. Dave would be helpful with this information but will also need help from the private entities. Commissioner Hancock mentions the Great Feeder wants a commitment but that is not something the County can precede without knowing what they are committing. Mentions they would need access to all of the locations to have a bridge across this. Commissioner Farnsworth asks if this would benefit the County enough to spend tax dollars on this. Would prefer to have the Great Feeder come before the board again.

[1:38:20 PM](#) Chairman Raymond checked with risk management and as long as this bridge is engineered to specifications they see no problem. Chairman Raymond checked with homeland security as well due to security and some access to dams have been removed. They also see no problem with having the bridge on the structure. Just need to get the proper information. Look at in-kind contributions. No coffer dam has been put in. Suggests they attend a meeting and present more information.

- ICRMP Training

[1:41:01 PM](#) This is online training annually to help control the cost of the insurance. This is for all of the employees of the County.

[1:57:00 PM](#) Recess for 5 minutes

Open session at 2:01

#### Attorney – Robin Dunn

- Executive Session 74-206 (F) - Legal

[2:01:41 PM](#) Motion by Commissioner Hancock to go into executive session 74-206 (F) – Legal. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session at 2:10

[2:11:01 PM](#) Discussed legal cases. No actions or decisions taken.

#### Commissioners

- Job Interviews – Executive Session 74-206 (A) - Personnel

[2:11:15 PM](#) Motion by Commissioner Farnsworth to go into Executive Session 74-206 (A) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session at 5:45

[5:45:44 PM](#) Chairman Raymond speaks of his appreciation to all who applied for the County position. Will take a few days to process through these and will reconvene for a decision on October 19 at 9:00

[5:46:08 PM](#) Motion by Commissioner Hancock to adjourn at 5:46. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.

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*Chairman of the Board*

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*Clerk of the Board*

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*County Clerk*