

**Jefferson County Commissioner Meeting Minutes  
December 21, 2015**

Meeting called to order at 9:00. Those present are Commissioner Farnsworth, Commissioner Hancock, Chairman Raymond, Assessor Cody Taylor, Treasurer Kristine Lund, Planning & Zoning Naysha Foster, Public Works Dave Walrath, Weed Department Mitch Whitmill, Extension Office Lori Dye, HR/Emergency Management/Park & Rec. /Commissioners Assistant Rebecca Squires, Sheriff Steve Anderson, Attorney Robin Dunn, Maintenance Bryan Briggs, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge given by Audrey Moon. Prayer offered by Commissioner Hancock.

**Commissioners – Elected Officials – Department Heads**

• **Staff Meeting**

[9:03:12 AM](#) Chairman Raymond thanks everyone for making the Christmas social a success.

[9:03:51 AM](#) Commissioner Hancock asks Lori why they are still using Cable One and is wondering if they are going to switch to the fiber. Lori says it is not available yet they are working with Mike Miller on this. Will switch as soon as they can. They are waiting for all of this to work out. Commissioner Hancock also thanks everyone for bringing the county back together.

[9:05:47 AM](#) Rebecca asks that any employees who have not yet received their potatoes to come to her office. Dave mentions he had five employees who did not participate, he would like those potatoes donated to the Food Bank. Rebecca will wait for anyone who has yet to receive potatoes and will donate the rest to the Food Bank. Rebecca also asks about any comments or suggestions on the lunch to let her know for next year. Emergency Management had a meeting with the NOAA weather people who had some interesting things about weather. For Parks and Rec. has been getting calls for shelters they will start reserving these January 4. Will start reserving campsites on May 2. July 2 will be the 4<sup>th</sup> of July celebration. She is also selling gift certificates for park passes. Robin asks if they are working on trees on the island. Rebecca says they are receiving 300 small poplars in April from the Soil Conservation District. Hoping will have an Eagle Scout project, will also needs to look at the irrigation on the island. On the HR side discuss that on Thursday the courthouse will be closed two hours early. Those two hours will be holiday pay. 9-3 is five hours then will receive two hours of holiday pay. Robin thinks they treat it like a normal day and take lunch. Would enter time into the system as five regular hours and two holiday hours. Kristine mentions the lunch is not mandatory for her department they try to get them a thirty minute lunch on Christmas Eve.

[9:13:57 AM](#) Attorney - Robin Dunn mentions that at the end of the year would like to compliment the commissioners on becoming unified they are pleasant, feels whatever pressure was there before has been reduced. Compliments the Sheriff who has really reached out to the citizens by doing things that have not done in the past. Needs this enthusiasm. Robin thinks Road & Bridge has been maintaining the roads well. Wishes everyone a Merry Christmas.

[9:15:39 AM](#) Sheriff Steve Anderson thanks everyone for the party. This is a busy time of year have had thirty one accidents. Reminds everyone to drive safe and have a Happy Holiday.

[9:16:16 AM](#) Maintenance – Bryan Briggs does not have anything. Everything has been going well thanks everyone for their input.

[9:17:18 AM](#) Public Works – Dave Walrath says Road & Bridge is into their winter operations. The temps today will allow them to get the slush off of the roads. Took light plant to use as a generator to the landfill. Will be shorthanded during the holidays. Dave said zoning change was rejected. Now they have submitted a conditional use permit. If that does not work may have to go underground with the fuel storage.

[9:19:01 AM](#) Weed Department – Mitch Whitmill thanks everyone for the party. All of his employees had a good time the atmosphere was good. Also working on winter maintenance and helping plow the snow. Have done a comprehensive inventory in the department counting things they have so they have an inventory as well as a value assessment. Have gotten most of this done but trying to finalize this.

[9:20:52 AM](#) Extension Office – Lori Dye they don't have an ag agent yet. January they send out information to farmers will still make these contacts. Family consumer science is where they go into schools about hand washing and ways to stay healthy. Also go into high schools where they teach economics classes to help students with finances. In the 4-H program have some kids going into government program. This is where they work in the government and learn about how this works. Our county will be sending five.

[9:23:54 AM](#) Treasurer – Kristine Lund says it is tax day will be here keeping track of the payments. Has a box out front that payment can be dropped in, can pay inside or online.

[9:24:40 AM](#) Assessor – Cody Taylor had a lot of feedback about the party. Have had some issues with the solid waste fee.

[9:25:01 AM](#) Planning & Zoning – Naysha Foster says her staff also enjoyed the Christmas party. Permits are up this year have nine building permits. Have six land use applications. Will also be seeing an updated flood plain in January. Requests that maybe in next budget year to consider converting the breakroom to add a sink for a location to wash dishes other than the bathroom.

[9:26:42 AM](#) Clerk – Colleen Poole had a lot of compliments on the party. On claims when booking a hotel room make sure they get government rate make sure they are not paying tax this adds up. Direct billing through Marla is best. Clarifies that County policy will only cover a 15% tip if you go over that you will have to cover that yourself. Mitch asks what hotels have direct bill accounts. Colleen tells him to check with Marla.

[9:28:39 AM](#) Commissioner Farnsworth thanks everyone for helping the party went really well. Appreciates all the help that went into it came together well. Glad the county is healing and thanks everyone for getting along.

[9:30:08 AM](#) Chairman Raymond would like to thank all the potato warehouses that donated to the county. Appreciate all of their participation. Potatoes left over will be donated to the Food Bank; meat was given to the jail as well as the night shift deputies. Chairman Raymond says this is a special time of year to settle back and reflect on the year and be with families. All of the tags from the Christmas tree were taken. This tree was refilled with names twice. Believes all of the gifts have been delivered and this was a great success. The Family Crisis Center is stationed in Rexburg but work in our community.

[9:33:50 AM](#) Chairman Raymond mentions to be mindful of the road conditions and to have a Merry Christmas and a Happy New Year.

[9:34:15 AM](#) Dave mentions if traveling on the State highways ITD has cameras that can be accessed so you can see condition of the roads before you leave. There is also a telephone app available.

[9:35:46 AM](#) **Robin Dunn left the room.**

- **Employee Recognition**

[9:36:29 AM](#) Chairman Raymond says they will be recognizing employees for 10, 20, and 30 years of service. Chairman Raymond wants to go through each individual and read what was written for their years of service.

[9:37:35 AM](#) **Robin Dunn is here.**

[9:37:42 AM](#) Chairman Raymond starts with Edmund Anton J.R. who has proven himself to be a capable and valued member of the Solid Waste team. Never one to shy away from expressing his opinion, J.R. has earned the nickname of “Chief Dark Cloud”. His sometimes gruff manner is offset by the fact that his opinions and ideas always have the goal of accomplishing the task at hand and are in the best interest of both the County and his co-workers. J.R. has a talent for recognizing what needs to be done and is willing to do whatever it takes to get the job accomplished. This talent extends deeply into his personal life and I find it appropriate that he is being recognized for his years of service and loyalty so close to Christmas, a time when, each year, he quietly donates his personal time and money to make sure some soul in need is provided with a Christmas where they know that somewhere, someone cares about them. His loyalty, generous heart and grumpy nature have served the County well these past years and I hope he continues long into the future. Edmund Anton, or J.R., to those who know him, joined the Circular Butte Landfill staff as an equipment operator in September of 2005. After being here for 10 years he has become a jack of all trades in landfill tasks. He has knowledge of running various pieces of heavy equipment, and has even helped with the water monitoring at all three landfill sites. On a more personal note, J.R. loves to spend his time off with his family. J.R. loves to decorate his house for Christmas. It is quite a site to be driving down the Montevue highway in the darkness and out of nowhere there is the “Griswald” family home, all lit up. J.R. is always good for a laugh. He is always willing to do what he can to help wherever needed. He is a great asset to the Jefferson County Solid Waste Department.

[9:40:23 AM](#) Next is Naysha Foster the Planning & Zoning Director she is hardworking, knowledgeable, friendly and a great boss to work for. She is very approachable and considerate to other employees and the public. She does a great job leading her department and doesn't waste time getting things done. Naysha has also been with the county for 10 years.

[9:41:06 AM](#) Debra Finn from Assessor's office is an efficient, thorough and knowledgeable appraiser who has earned the praise and respect of her supervisor and her co-workers. Her co-workers love having her around. She and her husband Jim have four children – 2 boys and 2 girls – and grandchildren that are “cuter than yours.” Debbie has also been with the county for 10 years.

[9:41:50 AM](#) Dusty Johnson from the Sheriff's office is a Rigby High School graduate completed his law enforcement cadet training from ISU in 1994. He graduated from POST in 1996, and worked through the ranks of patrol deputy, corporal, school resource officer, and detective, obtaining further POST certifications along the way. He participated in high school rodeo, and is now a champion chariot racer. He was a 2003 State Chariot Champion, and placed second in the World Chariot Races in 2002 and 2004. He is currently on the board of directors of The World Championship Cutter/Chariot Racing Association. Dusty has been with the county for 20 years.

[9:42:27 AM](#) Marla Hurst from the Clerk's office has been with the county for 20 years. Marla is very dependable. She learns quickly, knows everything, and keeps the office informed, not only on policies, but the happenings across the county. It seems she knows everybody. Her co-workers appreciate her hard work and willingness to pitch in wherever needed. On top of all that, she is very fun to work with!

[9:42:48 AM](#) Sam Dye from the Sheriff's office has been with the county for 30 years. A native of Firth (Go, Cougars!!!), Sam

started in 1985 as a jailer. He progressed up the ranks to patrol, Patrol Sergeant., Jail Lieutenant., and is now the Jail Administrator with the rank of Captain. Sam knows a great deal about policy and is a great asset to the office. Sam is a firearms instructor, intoxicilizer instructor, and a gun enthusiast. He loves flying and motorcycles. He volunteers for 4-H and instructs firearms safety. He has many war stories from over the years.

[9:44:40 AM](#) Mike Miller from the Sheriff's department has been with the county for 30 years. Mike teaches DARE at the middle school – a job he has held so long that he has been teaching the children of some of his first students. He started as a jail deputy at a time when many of you were still in Middle School yourselves! One of Menan's native sons, Mike is known as the "Rain Man" of his office – He seems to have perfect recollection of just about everything like addresses and everyone. He is positive, friendly, and extremely generous. He has volunteered nearly every Christmas Eve for years to man dispatch in order to allow others to spend time with family. If you follow Mike on Facebook, you already know that he is an aspiring photographer and voracious traveler.

[9:45:50 AM](#) Chairman Raymond wants to give a round of applause for all these years. Plaques will be put on the wall under their years of service. Hand out the certificates and take a picture with all the employees that are here today. Marla Hurst and Mike Miller were absent.

### **Public Works – Dave Walrath**

- **Annual Road Report**

[9:49:45 AM](#) Dave is here with the annual road report this is required by LHTAC does need one of these signed by all three of the commissioners. Dave explains report these are numbers from revenues, highway user revenues and has the expenditures of what was actually spent out on the roads. Doing scrub coats, bridge repair, sign replacement/installation, chip sealing, winter maintenance and equipment lease payments. Discuss projects that would like to do in 2016. Has a goal of wanting to do some overlay.

[9:51:35 AM](#) **Robin Dunn left the room.**

[9:51:44 AM](#) This is similar to other street road reports. Chairman Raymond asks that future projects are subject to revenues. Commissioner Hancock asks if they have any bridges they are looking at in 2016. Dave explains that bridges are inspected by the State yearly and they base their repairs off of this. A lot of times only repair on SUB50. Has a consultant who does the inspections on the 20 foot bridges. Will get a list of any problems and will repair those. Do have a few that will have some work. This is more of maintenance item than a capital improvement. Discuss projects. In January Colleen will publish a synopsis of this report in the paper. Dave notices a change on the report will need to change this and will bring it back in to sign at the end of the day.

[9:59:05 AM](#) **Motion by Commissioner Hancock to accept the annual Road & Bridge street financial report for Jefferson County. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[10:01:29 AM](#) Mike Miller enters the room. Congratulate Mike Miller for his 30 years of service. Commissioner Hancock asks Mike about the fiber. Will be switching the phones over after Christmas this is in the building. Is also working on the connectivity to the other counties for the 911 services. Mike thanks them for working with Planning & Zoning and getting the tower installed for communications.

### **Commissioners**

- **Quarterly Report**

[10:03:28 AM](#) Colleen gives the commissioners the quarterly report. On TORT have already paid half so that is why it is already at 50%. Weeds is in the red are waiting for taxes to come in, Mitch puts money from his trust in later in the year.

[10:04:27 AM](#) **Robin Dunn is here.**

[10:04:33 AM](#) Discuss Jr. College not over in this line yet. Highway safety grant is in the black which is a hard one to maintain. Robin explains on the permit for Road & Bridge the city did not want to change the whole city's zoning so they want them use a conditional use permit. Going below ground usually causes more problems. U of I extension grant is over not a huge amount but Colleen will check on this. No other questions on this report.

- **Sign Certificates of Residency**

[10:08:46 AM](#) **Motion by Commissioner Hancock to approve Certificates of Residency from College of Southern Idaho for Jared Antis, Benjamin Bingham, Braden Boyce, Zachary Burgess, Colton Campbell, Joseph Do, Carlos Garcia Diaz, Olivia Gneiting, Sydney Harris, Lindsay Jenkins, Kami Killian, Jaxon Mathews, Trevor Nef, Emmalee Passmore, Taylor Sullivan, Jacob Sutton. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[10:11:28 AM](#) **Motion by Commissioner Farnsworth to approve Certificate of Residency from College of Western Idaho for Jaxon Mathews. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Sign Blue Cross Contract**

[10:15:09 AM](#) Robin goes over the Blue Cross contracts. One goes over the services that Blue Cross offers. Other is more of an under insurance type of contract to cover any overages that may happen. This offers a fee appendix which he did not have. Rebecca had given him all that she had. This discussed the fee but did not go into what the fee is. May need to verify what appendix A is. Do have appendix A from the previous year unsure if this will be the same amount. Need to hold this contract until they have more information on appendix A.

[10:25:43 AM](#) **Motion by Commissioner Hancock to accept the administrative service agreement for the fiscal year 2016 with Blue Cross. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Sign PILT MOU**

[10:17:28 AM](#) Robin did go over this he has no way of verifying the amount. This is DOE. The verbiage is standard did not have a clean copy. Did have a few changes on infectious disease.

[10:23:09 AM](#) **Motion by Commissioner Hancock to accept the PILT money and sign the MOU. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Approve Claims**

[10:26:38 AM](#) Discuss questions on the claims. Chamber of Commerce check is issued for all the gift certificates and then when the expiration date ends they will get reimbursed what has not been used. Searle & Hart is for the quarterly auditing.

[10:28:11 AM](#) **Motion by Commissioner Farnsworth to approve claims from 12/15/2015 to 12/21/2015 for \$69,529.50. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

### Jennifer Call

- **Tax Issue**

[10:29:39 AM](#) Jennifer Call - 260 E. Ririe Highway. Jennifer has a question. She owns five acres out in the Grant area. Had found that the address is wrong on her taxes so she had not gotten the information on the ag exemption. Jennifer is here to see if she can go back and file this exemption to not have to pay the \$400. Had not received the information it was sent to wrong address it was returned last year but not returned this year. Address was given to them by her ex-husband.

[10:32:44 AM](#) Cody Taylor is here for the Assessor's office they had mailed the response with no return. So they removed the ag exemption. Jennifer had found out of this issue when they came into pay the taxes. Has now given the Assessors her correct address.

[10:34:33 AM](#) Chairman Raymond asks if they have verification that this is ag. Will need a receipt from a sale. They grow corn on the property. Kathy Howe says this is being farmed. Commissioner Hancock mentions the new State law is they have to have a \$1,000 verified income off of the land. They would need a receipt showing this income can be cash rent or share crop but need something to show a value of what they grew. Chairman Raymond says she would have to come back in with some proof then she can come back in to consider this problem.

### Social Services – Edidt Ramirez

- **Executive Session 74-206 (D) – Records exempt from disclosure**

[10:40:14 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 11:01

[11:01:48 AM](#) **Motion by Commissioner Farnsworth on case #2016-10 to deny on lack of cooperation. Second on Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[11:02:57 AM](#) **Motion by Commissioner Farnsworth to deny first offer on case #2012-12 and to offer a 50% reduction. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

**Attorney – Robin Dunn**

- **Executive Session 74-206 (F) – Legal**

[11:04:33 AM](#) Motion by Commissioner Hancock to move 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 12:00

[12:02:08 PM](#) Have been in executive session legal to discuss the legal ramifications for the possible bridge at the Great Feeder Headgate.

**Commissioners**

- **Great Feeder Headgate Discussion**

[12:03:06 PM](#) Chairman Raymond mentions that Colleen is trying to get ahold of ICRMP for a possible conference call. Will have a press release, Rebecca will go and this to possibly adopt today.

[12:04:13 PM](#) Have Carl Ericson with ICRMP on the phone for a conference call. Chairman Raymond brings Carl up to speed. Have a headgate on private property that is currently being replaced. This headgate has had public access across it for years. This access has been used by the public but is going over a private structure. The canal company now wants to know if the county can participate in building a bridge over this headgate. Robin Dunn discusses some legal questions with Carl. Asks if the insurance company can cover the road access across the headgate. IDWR has issued a grant of around half million dollars to be spent on this structure. Robin asks if they have to have ownership of the structure for ICRMP to insure. This is already being put into the structure.

[12:06:47 PM](#) Carl says they would insure all property they own or lease would have to have some interest in the road. If you choose to participate in project and you don't own or control this project, it is more likely this project will not be covered. Policy will cover what they own, lease or control.

[12:08:07 PM](#) Robin's next question is if they did have some ownership and control over this what engineering principles would they need to make sure it is structurally engineered. Or do they just go off the engineer's stamp of approval.

[12:08:40 PM](#) Carl explains they don't get into how this is engineered. Would only look at the property the county owns. Do not have an actual requirement on the input of the structure. Robin says as far as easements go up a one lane structure asks if it's not designed for two way traffic if that will cause any problems. Carl understands of what he said it is a single lane bridge. Would just have to be in accordance with highway/road standards for the particular use. Robin says they may need to get more information from ICRMP in writing in the future explains this is large structure comes off of the Snake River. This is 106 feet across will have four to six headgates, may need someone to come view this.

[12:12:15 PM](#) Commissioner Hancock asks if they have the right to ask for ownership of the bridge if they participate in this. Robin says they are talking about the rights to insure. Carl says that ICRMP will not insure private property. If they lease this and control this then it would be covered by the policy. Robin says they will not control this they would not want to control the water. They are more discussing the bridge where they may control. That is why they were discussing the structural analysis. Robin asks if they have anyone that could come and review this.

[12:14:42 PM](#) Carl says they do not have anyone that reviews plans they just ask if they own, lease, or control the property. Chairman Raymond thanks Carl.

[12:15:25 PM](#) Dave asks Carl about procurement. Has a question on how the contractor was selected to build this structure. Statute shows they have to get three bids have not received any information up to date. Carl explains to the extent they are involved cannot tell them on the base to know if this needs to adhere to the public bidding act. Dave asks as far as the structure, generally speaking the State licensing board controls the professional engineer's licenses. So if they get this stamped by a licensed PE feels they should be okay. Thanks Carl for his time.

[12:18:00 PM](#) Chairman Raymond says they have a press release in front of them. Chairman Raymond reads this release:  
 "Rigby, ID, December 21, 2015 – The Jefferson County Board of Commissioners appreciates the public's involvement as it explores the possibility of formalizing public access across the Great Feeder Canal. It is imperative; however, that all parties understand that the head works of the Great Feeder is on private property. Although a prescriptive easement has been discussed based on the century-long public use of the area, it is doubtful whether a prescriptive easement could be enforced across a bridge.

It is far preferable that the people of Jefferson County enter into a partnership with the Great Feeder Canal Company to formalize public access and ensure public safety and participation in the future.

That being understood, the Board of Commissioners strongly asserts its desire to work in amicable partnership with the Canal Company. However, the final decision of whether a public/private partnership is possible and exactly what that partnership will look like belongs with the Board of the Great Feeder Canal Company.

If you would like more information about this topic, please contact Rebecca Squires at (208)-745-0868 or email at [rsquires@co.jefferson.id.us](mailto:rsquires@co.jefferson.id.us).”

[12:20:04 PM](#) Commissioner Farnsworth agrees and believes the decisions are up to the Great Feeder Canal Company.

[12:20:21 PM](#) **Motion by Commissioner Farnsworth to go ahead and release this press release that was just read in the meeting. Second by Commissioner Hancock. All in favor – aye. Motion passed.**

[12:21:29 PM](#) Chairman Raymond says they need to look at the next steps will need to contact the canal board. Robin feels it doesn't do any good to contact ICRMP again unless the canal board will allow us to do some research on the cost. It is understood they will control the water flow as a result Robin thinks if they control the bridge ICRMP may cover this. Discuss the structure. Would need to insure that someone independent has looked at this structure as well. Dave said the plans they have are 95% and do not have a PE stamp. Robin mentions also needs to look for funds. Will send this press release to the canal board secretary. Commissioner Hancock says they have not known what the cost of this is going to involve. Robin suggests making some deadlines. Suggest getting this on the January 4 meeting. Commissioner Hancock suggests meeting with Sorensen to see if it will have a PE stamp. Dave would want this structure to be stamped and signatures on this. Dave will follow up on this. Will need to meet with the Canal board Bruce Grover is the president with nine other board members. Will need to have 48 hours notice of a special meeting will be able to have it here. Need a quorum of both boards. The question is whether they want the county to participate, will need to have ownership, and what are the costs involved. Commissioner Hancock will contact Bruce. Discuss plans they have received.

[12:30:36 PM](#) Robin says may need the Clerk to start looking for possible sources of revenue.

[12:31:03 PM](#) Dave mentions on the road report there is a mandatory section on HB312 revenue. Did not have any last year but will next year that money has limitations on what it can be used on.

[12:32:10 PM](#) Chairman Raymond reaffirms they do not want to hold this project up want to help this move along.

[12:32:32 PM](#) **Motion by Commissioner Farnsworth to adjourn at 12:32. Second by Commissioner Hancock. 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*