

**Jefferson County Commissioner Meeting Minutes
August 8, 2016**

Meeting called to order at 9:00. Those present are Commissioner Farnsworth, Commissioner Hancock, HR/Emergency Management/Park & Rec. /Commissioner Assistant Rebecca Squires, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance offered by Audrey Moon. Prayer offered by Colleen Poole. Chairman Raymond is excused. Commissioner Hancock will chair today.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

• **RIGBY POLICE DEPARTMENT GRANT PURCHASE**

[9:03:21 AM](#) Rebecca is here for approval for purchases under the 2015 Homeland Security grant. These purchases will be fully reimbursed from the grant. This request is for the Rigby Police Department. This is a request for a car camera that is \$5,429. Project was budgeted at \$12,000. Captain Lynn Parker said he has been asked by the Mayor of Rigby to be interim Chief until they decide on what they are going to do with the vacant position. Captain Parker goes over that Watch Guard makes very good cameras. They currently have these cameras in other cars and have been using them for twelve years. They are easy to install and download any records that need to be kept. Commissioner Hancock said he understands this is funded through a grant but asked if this is through a state or federal price schedule.

[9:06:06 AM](#) Rebecca said that Watch Guard does provide the GAS pricing since they mainly work with government agencies. One of the reasons they go with these cameras is they are already used in other cars by the Rigby Police. Also look at the longevity of the cameras. These cameras can also be serviced locally. Rigby Sargent Chris Martin said that these are maintained locally. They already have the knowledge of these systems. Have had a lot of these cameras for eleven or so years. Commissioner Hancock said may want to put a statement in the files on why they are using this system and list the reasons why in case anyone every wants to know why this system was chosen.

[9:08:27 AM](#) Rebecca said the cameras came under the budget they had set of \$12,000 for the Rigby City Police they are also looking at purchasing three laptop computers. These computes along with the camera are still under the budgeted amount. Captain Parker said that these are the laptops that are mounted in the patrol cars. Officer in the car can run information on driver's license and vehicle registration. The Rigby Police Department had a request for \$12,000 from the Homeland Security grant. Camera was \$5,400 so to complete other needs for their department will purchase three laptop computers as well as a projector that does not need approval. Rebecca said that this is the active grant for 2015 which was \$44,708. As they proceed with these projects they are already listed and approved by the state to meet qualifications of the grant. Commissioner Farnsworth said for three laptops and a camera system to fit their needs it will be \$7,676.50. Rebecca said they also have a \$1,000 purchase for a projector that does not need approval.

[9:11:52 AM](#) **Motion by Commissioner Farnsworth to approve the Rigby Police Department grant purchase for one car camera and three laptops for a total of \$7,676.50. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed**

• **PREPAREDNESS FAIR**

[9:12:46 AM](#) Rebecca said that the preparedness fair is scheduled for September 17 at Rigby High School. Will be partnering with Madison County, Madison Memorial Hospital and Rigby High School. Will have classes and vendors. Are expecting around 5,000 people to attend. The high school is not charging for the use of the school. They do have the preparedness fair listed under the projects for the Homeland Security grant. This is for incentives and prizes. This is a good activity to provide preparedness for individuals in the county.

[9:16:49 AM](#) Recess

Open session 9:21

• **EXECUTIVE SESSION 74-206 (B) – PERSONNEL**

[9:21:13 AM](#) **Motion by Commissioner Farnsworth to move the executive session from the 3:00 block up. Will move into executive session 74-206 (B) – Personnel. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock. Motion passed.**

[9:26:25 AM](#) Robin Dunn is in room

Open session 10:11

[10:11:52 AM](#) Commissioner Hancock said they discussed a personnel issue. No decision made will do more research.

SHERIFF'S OFFICE – MIKE MILLER

- **REPEATER FOR RADIO SYSTEM**

[10:12:14 AM](#) Mike was originally on the agenda because they needed an additional repeater on the tower site on the Menan Butte. Mike had talked with Madison County who also uses this a lot and they said they would buy one and so would Jefferson County. Mike said he had been contacted by Bonneville County who had actually found a repeater in their storage so they may be able to use instead.

[10:16:11 AM](#) This would be \$25,000 savings to the county. They would have to pay labor to get the repeater installed.

- **FAX LINES**

[10:13:34 AM](#) Mike said they have gotten all of the voice transferred to the fiber. Are looking at switching the fax lines over to the fiber as well. This box would be \$2,500 from BPS to allow the fax lines to go analog. Commissioner Hancock said a lot of the fax machines have a switch that would switch them to analog. Colleen said if they do have a few that have this may need to check the fax machines and may look at replacing the machines that do not instead of getting the box. Mike will get a list of fax machines that do have this ability and ones that do not have the ability. Colleen said it may be cheaper to replace fax machines that are outdated and do not have the switch.

PAUL BUTIKOFER

- **SALARIES/OFFICE RENTAL/OFFICE EQUIPMENT**

[10:16:24 AM](#) Paul goes over the commissioners' projected budget. Have seen what the commissioners' suggested budget which is a difference of \$15,000 on the salaries. Wants to make another plug for the original \$95,000 salary he had requested. The way the prosecutor's office is now they have three part-time attorneys. What he proposes is to go to two full-time attorneys and one part-time attorney. Colleen explains on the budget sheet that the department request is Paul's request. Then the commissioners decided amount. Discussion on budget. Have changed the salary positions to reflect 40 hour weeks as well for the staff.

[10:19:35 AM](#) Paul is basing his suggested salary off of the 7th Judicial District. Has also based this on the counties he has done the most work in. Looking at Madison County they are at \$110,000 with 31 years of experience, Bonneville County is at \$104,000 with 14 years of experience and Fremont County is at \$95,000 with 6 years of experience. Paul has done the bulk of his work in Jefferson and Fremont. Paul mentions will be looking to take on cases that are not in the salary. Would be looking at doing the mental commitment. His office would want to take this over. Knows they farm this out in Bonneville at around \$400 a case. Not sure which fund this comes out of. Robin said this comes out of the District Court Fund. Paul said that this would help the District Court Fund.

[10:22:37 AM](#) Paul said that he has looked into some locations. The old Doctor Tall building is an empty location are looking at \$1,200 a month plus utilities. Colleen mentioned she had also spoken with the owner and they may look at lowering the rent for the next few months to hold this. This would allow them the opportunity to begin moving in. Paul thinks this location is rough in places but it is doable. There is enough room and has some storage area. It is not that nice but they could get buy especially if the county is going to build. Has also looked by Town Square Dental the Eye Doctor Jason Hurley is building a new building so this location may be available. The secretary for the Eye Doctor said they had been paying around \$1,400 a month. Paul mentioned that Robin's location is also available for \$2,500 a month. Robin said this is due to the \$1,000 in taxes he pays so he gets \$1,500 net. Dr. Hurley is building a building that may have an additional office that would be big enough. Paul believes the Eye Doctor location would work it has five offices and a big office space if the rent is really that low.

[10:25:38 AM](#) Commissioner Hancock said that he had been at Thompsons Engineering and the entire basement of that building is available. This would have to be remodeled to fit their needs.

[10:26:21 AM](#) Paul is unsure how much they are going to want to spend on equipment. Commissioner Farnsworth would rather look at getting new furniture so they can move forward with this in their new building. Colleen said that a lot of the lines will decrease in costs next year after they purchase all of the equipment. May want to look at an additional raise after the first year. Commissioner Hancock said that then they would know more of how moving to full-time will work.

[10:29:10 AM](#) Paul is trying to get attorneys that live in the county. Would also look at someone that would be interested in being the next prosecutor and is invested here. Commissioner Farnsworth brings up the other county's budgets are a lot higher. They have the work it's the funding they have to try and come up with. Commissioner Farnsworth that you cannot take public office thinking it will make them rich. Paul said this is something he wants to do. Commissioner Farnsworth said he has an idea he will get this together. Commissioner Hancock said that no decision will be made on this today. Would like to go and tour some of these locations recommend that he attends. Commissioner Farnsworth feels they want him to be compensated but they need to consider all of the other needs for a new office. Robin mentioned some of the costs will be the phones, copiers, computers and furniture.

[10:34:57 AM](#) Robin mentioned that his building has the option to purchase. Commissioner Hancock said they could possibly look at Thompsons Engineering, over at the old Doctor Tall building and the Eye Doctor office. Paul said if \$1,400 is the rent over in the Town Square space then he would prefer that location.

[10:36:33 AM](#) Commissioner Hancock asked Paul if he could look into more office equipment. Paul is unsure of where to start. Colleen mentioned that they have a copy machine in the Assessor's office that may be available to use in the new office. Will need to start looking at catalogs to get an idea of what will be needed.

SOCIAL SERVICES – GAIL ROBBINS

- **EXECUTIVE SESSION 74-206(D) – RECORDS EXEMPT FROM DISCLOSURE**

[10:38:53 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. Motion passed.

Open session 10:49

[10:49:58 AM](#) Motion by Commissioner Farnsworth to approve case #2016-37. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.

[10:50:36 AM](#) Recess

Open session 1:01

[1:01:38 PM](#) Robin Dunn is not in room

PLANNING & ZONING – STEVE BURTON

- **PUBLIC HEARING – VACATION OF RED FOX DIVISION #8**

[1:01:48 PM](#) Steve Burton with Planning & Zoning is here today for this is a public hearing. Steve said that originally this was to vacate the whole subdivision. This had a road involved in this and Planning & Zoning did not recommend approval for that. Re-did this for another vacation and kept the road and two lots. This is around 330 N 4150 E in the Clark area. Will be vacating the lots. This is currently used as farm ground. Steve said that instead of amending the plat they are going to vacate the area. Steve said no homes are around this location. They want to vacate these lots so they can sell it as one parcel.

[1:05:16 PM](#) Commissioner Farnsworth asked with it being subdivided does he have to pay taxes on each parcel. Steve said that they do. This is going to go back to being around twenty acres instead of being subdivided into smaller lots. Steve said they have a buyer for the twenty acres. This is now an R5 zone. Commissioner Farnsworth said this would be going from twenty-seven buildable lots to a potential of four buildable lots in the future. Steve said it would actually be around three buildable lots due to them leaving out two of the lots from the vacation.

[1:07:09 PM](#) No public in attendance. Close the public hearing. Planning & Zoning recommends approval of this vacation.

[1:07:28 PM](#) Motion by Commissioner Farnsworth to approve the vacation of Red Fox Division #8 amend this to vacate all of Red Fox Division #8 except lot 24 and lot 25 of block 10 and public right of way of the road. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.

[1:08:47 PM](#) Recess

- **SNAKE RIVER ESTATES 2ND AMENDED PLAT – BRUCE BAXTER – CANCELLED**

Open session 2:02

PUBLIC WORKS – DAVE WALRATH

- **MOTOR GRADER PROPOSALS**

[2:01:45 PM](#) Dave is here the first order of business is another way of looking at the grader issue. Dave is now proposing to lease two graders for five years than a year later would do the same thing. Each year would save \$100,000 in a trust account. Then after five years purchase two grades with what had been saved. Then at this point would take their H graders that are getting up in hours to trade out. Have a 2004 140H-CAT that has 5,500 hours, a 2006 140H-CAT that has 8,200 hours. This was a lease return from Madison County. Have a 2006 140H-CAT that has 8,500 hours. Have a 1998 Champion which has 8,700 hours, a 2002 John Deere 77CH that has 11,400 hours, a 2005 Volvo G720B that has 10,200 hours and a 2003 Volvo G720B that has 8,400 hours.

[2:06:48 PM](#) Problem with the Volvo is they are having problem finding parts.

[2:07:22 PM](#) Commissioner Farnsworth asked if they still have the POSI machine. Dave said they do that Butte County backed out. They will be using this machine at the landfill.

[2:09:47 PM](#) Dave hands the commissioners the information on the graders. Anything over a 50 is recommended for replacement. Dave goes over repair costs on the equipment they have.

[2:13:04 PM](#) Commissioner Hancock thinks they may want to purchase a grader. Goes over a purchase price on a CAT was \$256,000 would give them \$40,000 on the John Deere so the purchase price would be \$216,000. Lease payment would be \$19,036. Dave thinks that they are seeing the snow wing and the lease payment taken off on this pricing. Dave said they have already taken the \$40,000 off. So the purchase of a grader would be around \$296,000. Commissioner Hancock thinks they should find a buy option. Dave thinks buying this equipment would take a lot out of their cash line. Dave is proposing to buy these after the five year lease. Would be paying \$120,000 after the five years. Dave thinks this is the best option to manage their funds. To refresh these machines every five years would cost a lot of money. Commissioner Hancock feels if they were to only save \$100,000 a year in a trust it would take too long they would need to do a minimum of \$150,000.

[2:19:25 PM](#) Dave said he realizes there were issues with leasing. Do not want to get into the scenario where they had been. Commissioner Farnsworth asked if they even need seven graders. Dave goes over that they need two in Roberts three on the west side and two for everywhere else.

[2:20:29 PM](#) Dave said they will need to start getting these replaced. Workers prefer the CAT. Discuss renting one and buying one. Commissioner Hancock thinks they should get rid of a Volvo and lease a CAT. Commissioner Farnsworth asked why they replaced a motor in a grader then sold it. Dave is unsure of why that was done. Dave said he did not budget for a grader purchase. Colleen looks at the capital for Road & Bridge. Capital equipment is \$200,000. Dave said they will be looking at getting a new truck as well next year.

[2:26:58 PM](#) Discuss leasing and purchasing options. Discuss what is left in this budget. We're going to split the paver cost with Bonneville County but that feel through so that has been taken out. Also bought a new sign truck.

[2:30:57 PM](#) Discuss the Durapatcher. Recently have paved out in Hamer. The residents need to be more diligent on the pivots to not water the road. Did three and a quarter miles of pavement. The plant in Idaho Falls did blow a breaker during this and caught on fire. Will be around \$250,000 for the asphalt for this project. May do a chip seal on the road in a few years.

[2:35:45 PM](#) Commissioner Hancock said that they should have a carryover in the capital account. Around \$82,000 so they would have to budget to purchase a grader at least \$120,000 in additional funds. For the lease line they have only taken out \$1,000. Dave said they did rent a roller to do the paving that has not been removed yet. Discuss trucks and what they will need on these. Some of these spend a lot of time in the shop. Tier four motors are better than the tier three motors. Dave said they did experience some overheating with the paver. Once they removed the covers they did not have any issues. Discuss a level that was in the claims. This is a four foot level and it goes on the screede of the paver.

[2:47:21 PM](#) **Robin Dunn is in room**

[2:47:33 PM](#) Commissioner Hancock thinks they should lease one right now. Dave said the best deal is the John Deere for trade this covers the first year lease payment and a snow wing. Commissioners wonder if he should get rid of a Volvo first. The John Deere has given them some issues. Have had an injector replaced for \$1,200. Commissioner Hancock thought he would like to get rid of the Volvo due to the availability of parts.

[2:49:59 PM](#) Commissioner Farnsworth said they will never get back to where they were on leases. Dave agrees they would never lease that much. Would like to also put money into the trust account to start to build funds to purchase. They did buy a paver out of this fund this year. Dave said he put in the budget \$80,000 for impact fees. Looking at getting a new header for the chip sealing machine. Discuss the impact fees and where these funds can be used.

[2:56:16 PM](#) **Motion by Commissioner Farnsworth to lease a CAT-140M will take this out of the lease line. Dave mentioned this will not impact until next fiscal year. Commissioner Farnsworth recommends getting rid of a Volvo. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.**

- **COUNTY CHIP SEALS**

[2:57:22 PM](#) Dave said they have started chip sealing this morning. Will be starting in the Ririe area today. Tomorrow will be around 4500 East. Will do 200 North from 4500 to 4200. Then will move across Highway 20 and do some north of Rigby. Will go into Menan and then the west side. Bring up that some of the cities have approached them to do some chip sealing for them. Dave had thrown out \$2 a yard for materials and labor. Dave thinks it is good to work with the other entities as needed.

- **HAZARDOUS WASTE COLLECTION EVENTS**

[3:00:08 PM](#) Dave said that they will be having their hazardous waste collection events on August 20 at Circular Butte Landfill and August 27 at County Line Landfill. These are both on Saturdays. Dave said they will have totes for used oil and paint. Dave said they have a burner in their shop for used oil this helps reduce costs to heat the shop in the winter. Will have an individual come get these hazardous items after they have had both events. Will also look at a reuse area. This is a good way to keep these things out of the landfills.

[3:04:05 PM](#) **Motion by Commissioner Hancock to amend the agenda to have a brief discussion with Dave on the signage out at the Great Feeder. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.**

[3:04:43 PM](#) Commissioner Hancock brings up signs up at the Feeder. Have a no trucks and single lane bridge sign both directions. Dave said they are making a no motorhome sign for both directions as well. Could also get a no truck sign before in the turnaround area. Dave thinks if they are worried about the trucks they need to worry about the trackhoes and dozers going across this. Dave is just wondering why they are so worried about the transportation concerns. The old bridge did not have any of this. Dave asked about another grader pass being asked for. Commissioner Hancock said another grader pass has been requested the next time they are up in the area. Dave did get a few more barriers from ITD to put around the building. Dave will also get a paragraph to them for the traffic plan.

[3:15:13 PM](#) Recess

Open session 3:20

COMMISSIONERS

- **APPROVE CLAIMS**

[3:20:32 PM](#) Colleen goes over a claim this was on a Bingham County case that was moved to Jefferson County this has been billed by Cannon Law at \$150 an hour. The county only accepts \$65 an hour for conflict attorneys. Both commissioners agree to lower this to the \$65 rate per hour.

[3:21:35 PM](#) **Motion by Commissioner Farnsworth to pay Cannon Law \$65 an hour for six hours for a total of \$390 from 7/25/2016. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.**

[3:23:08 PM](#) Bring up a claim with Road & Bridge. Colleen will check on a claim for Road & Bridge to Foot Locker. Commissioner Farnsworth mentions he would like to have individuals check in county before going out of county for services.

[3:24:53 PM](#) **Motion by Commissioner Farnsworth to approve claims from 7/26/2016 to 8/5/2016 for \$369,630.56. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.**

- **SIGN CERTIFICATES OF RESIDENCY**

[3:25:53 PM](#) **Motion by Commissioner Farnsworth to approve certificates of residency from the College of Southern Idaho for Tori Anderson and Sharon Keate. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.**

- **NEW BUILDING UPDATE**

[3:27:15 PM](#) Commissioner Hancock said he has not been able to move forward with architects. May be a good idea to set up appointments with architects to come to commissioner meetings to get moving on this process.

- **BUDGET**

[3:28:35 PM](#) Colleen goes over the budget. Benefits with the medical is hard to determine. Did take this amount up but this is a guess. No raise in premiums. Did put in a 2% increase to help cushion the budget. Colleen brings up in the general did not put anything in capital vehicle or capital building. Had also talked about PILT and if this would be available next year. This is around \$450,000 in revenue. Could also transfer this to the capital trust fund. Colleen did take the \$140,000 out of Road & Bridge and put into the Weed Department. Changed the salary for the Sheriff dispatch to be full-time. Colleen goes over the published amount. Will need to publish this week. Discuss the published amount. Revenues and taxes are up. Commissioner Hancock thinks they may want to put something from PILT in now since they do not want to go over the published amount. Discuss what to put into the capital building. Had \$400,000 in there. This may be a better way to handle the PILT since they have over a million in there now. Would suggest putting \$600,000 in a capital building trust. Colleen said this can be taken out if they change their minds. Discuss a special meeting on August 19 may want to tour some of the potential office locations for the prosecutor and discuss the budget later in the day.

- **SEPTEMBER 26 MEETING CHANGE**

[3:41:24 PM](#) Colleen said the September 26 meeting is when they will be at the annual IAC conference. Asking when they would like to reschedule this to meet again. Would look to move this to September 19 for now will check with Chairman Raymond when he returns.

- **RESOLUTION #2016-23 – DROUGHT DECLARATION**

[3:42:53 PM](#) Rebecca prepared a drought declaration for the county. This has to be sent to the governor.

[3:43:22 PM](#) **Motion by Commissioner Farnsworth to approve resolution #2016-23 – drought declaration. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye. Motion passed.**

[3:45:05 PM](#) Recess

Open session 4:31

- **APPROVE COMMISSIONER MEETING MINUTES**

[4:32:15 PM](#) Motion by Commissioner Farnsworth to approve commissioner meeting minutes from June 27, 2016 as amended. Second by Commissioner Hancock. All in favor – aye. Motion passed.

[4:32:38 PM](#) Motion by Commissioner Farnsworth to approve special commissioner meeting minutes from July 27, 2016 as amended. Second by Commissioner Hancock. All in favor – aye. Motion passed.

[4:33:51 PM](#) Motion by Commissioner Farnsworth to approve special commissioner meeting minutes from August 2, 2016. Second by Commissioner Hancock. All in favor – aye. Motion passed.

ATTORNEY – ROBIN DUNN

- **EXECUTIVE SESSION 74-206(F) – LEGAL – cancelled**

[4:34:01 PM](#) Motion by Commissioner Farnsworth to adjourn at 4:34. Second by Commissioner Hancock. All in favor – aye. Motion passed.

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date