

**Jefferson County Commissioner Meeting Minutes  
September 12, 2016**

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

**SHERIFF – STEVE ANDERSON**

• **CITY CONTRACTS**

[9:04:00 AM](#) Sheriff Anderson is here for a signature on some City contracts. Sheriff mentioned that they have ninety inmates right now which is the most since he took office. Sheriff Anderson has contracts with the City of Menan, Lewisville, Roberts and Ririe. They added a two percent increase for patrol which they do each year. All of the cities have agreed to the contracts and have signed.

[9:07:16 AM](#) **Motion by Commissioner Hancock to approve the Sheriff Department contracts for the City of Ririe, Menan, Lewisville and Roberts for patrol. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[9:09:35 AM](#) Chairman Raymond asked about Mud Lake. Sheriff Anderson said that Mud Lake and Montevue do not have contracts. They have a west side deputy. Will be having a resource officer starting around October 10 at the West Jefferson Schools.

• **POLICY MANUAL AGREEMENT**

[9:10:58 AM](#) Sheriff goes over the policing policy agreement with ICRMP. They have switched to a new policy manual last May. This is the new contract that will need to be signed each year. This is paid by a number of sworn employees that work the road. Robin Dunn has looked at this. Sheriff said this has already been in effect but this is the yearly agreement that needs approval.

[9:17:21 AM](#) **Robin Dunn is in room**

[9:17:51 AM](#) **Motion by Commissioner Farnsworth to adopt the Idaho Policing Policy Subscription in amount of \$2,500 annually. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

**PROBATION – TAMMY ADKINS**

• **RFK JUVENILE JUSTICE SYSTEM REVIEW**

[9:21:03 AM](#) Tammy Adkins is here with the RFK Juvenile Justice review. Tammy's intent is to review with the commissioners the Juvenile Justice System review. A lot of fluff in this long of a report but there have been some beneficial information that was presented. Last two pages are the recommendations and she has created a spreadsheet. Tammy said they had been asked that they begin with an implementation plan. This was paid for by the Supreme Court. This review will continue so they had to put together a plan on how to move forward. Have some meetings with the district this week and she will begin presenting their information. Have had some changes to the policy manual. One change was in the search and seizure section the wording was changed to what was recommended. Had been practicing this already so they went ahead and changed the wording in the policy. Also added a section on adolescent implementing development. Will be reviewing these recommendations on Wednesday to see what they can do as a district. Most have been between interagency relations and receiving data.

[9:25:22 AM](#) Will be working with the Sheriff's office and will wait until the new Prosecutor takes office to see about implementing these programs. Trying to work with City Police on how they can gather data in a timely and fair manner. Tammy goes over Computer Arts has some programming they can create to help with reports and to gather this information. Understands that not all data should be shared but trying to get data on a monthly basis. Assures them she believes this data is beneficial to better their juvenile system.

[9:28:38 AM](#) Tammy said they will be working through this review. Goes over that she had brought in the policy manual to the commissioners but they have never actually adopted this. Tammy said they do change this manual as needed. Tammy asked what she needs to do to get this adopted.

[9:31:10 AM](#) Commissioner Hancock said he feels they need to adopt this and have an adopted date. Then each time they revise this would need to bring this before the board to resign and add the date it was revised.

[9:31:44 AM](#) Tammy said that they document all of this information through RFK. In order to be effective this should be used on a daily basis. Tammy has a spreadsheet on when this manual has been changed.

[9:32:52 AM](#) Commissioner Hancock thinks that every change should be approved. Tammy will email the most current copy to the commissioners and will put this on the agenda for September 30 to adopt.

[9:35:10 AM](#) Chairman Raymond complements Tammy on all of the work it has taken to be part of this review. The individuals that have come in have been very complimentary. Tammy said this had been an interesting experience. Tammy said the Robert F. Kennedy foundation is based out of Boston. The Supreme Court paid for this review. Believes they are ahead of a lot of other areas.

[9:36:37 AM](#) Chairman Raymond said a lot of the suggestions were changing wording. Tammy said mainly they are looking at data and if they are looking at correct data and recording this correctly. Will be working on getting more data. Commissioners all support this.

[9:38:00 AM](#) Commissioner Hancock asked about the remodel. Tammy said that she does not deal well with contractors. Feels this should have been done already. Wanted this done within this budget. Not seeing any progress on this has the wall up and is taped off. On Friday they had spackled this but has not gotten it painted yet. This is a mess currently she is hoping that this will be done soon.

[9:40:42 AM](#) Recess

**Open session 9:44**

[9:44:21 AM](#) **Motion by Commissioner Hancock to amend the agenda to move the executive session legal from the 4:00 block up. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

#### **ATTORNEY – ROBIN DUNN**

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

[9:44:43 AM](#) **Motion by Commissioner Farnsworth to go into executive session 74-206 (F) – Legal. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

**Open session 9:54**

[9:55:05 AM](#) Chairman Raymond said they have been in a legal executive session. Have been updated on some pending legal cases. Mentions they are getting wrapped up legally on the details of the Great Feeder agreement. Have the understanding that the easement has been recorded. Anticipate they will be turning over a safety plan later in the day. Commissioner Hancock brings up they had asked for more barriers. Chairman Raymond said they have barriers up there and are allowing the Feeder board to place these where they want.

[9:56:59 AM](#) **Robin Dunn left room**

[9:57:03 AM](#) Recess

**Open session 10:00**

#### **EMERGENCY MANAGEMENT – REBECCA SQUIRES**

- **GRANT AGREEMENT**

[9:59:51 AM](#) Rebecca reminds everyone that the Preparedness Fair is on Saturday at the Rigby High School. Have some fantastic classes. Have some classes for kids this year. For kids ten and under are having a scavenger hunt and for the older kids have a project that will go toward an Eagle Scout badge. Will be having wonderful prizes will have both youth and adult prizes.

[10:00:43 AM](#) Rebecca goes over the award agreement for the 2016 Emergency Management Performance Grant. This is a fifty percent match grant for Emergency Management. This becomes available October 1 and is for \$45,762 and half of this is matched funds. This grant has been added into the approved budget.

[10:01:57 AM](#) **Motion by Commissioner Hancock to accept the 2016 EMP Grant in the amount of \$45,762 with Jefferson County. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

#### **EXTENSION OFFICE – JOSEPH SAGERS**

- **FAIR REVIEW**

[10:04:23 AM](#) Jeanette Anderson goes over that the fair attendance was good. Served about 600 people at the BBQ. Had 154 animals at the Rigby Market Sale and grossed around \$215,000. Are extremely grateful to the community for supporting these programs. Have a scholarship steer. This has been given to kids that could not afford the feed but wanted to participate. This makes \$10,000 and what they do not use goes back into the fair.

[10:05:43 AM](#) Carl Anderson goes over the Mud Lake Market Sale made around \$140,000 they typically have a few less animals than Rigby. At the Beer Garden prior to the fair with the Idaho Ride group they wanted to let them know the business professionals at the High School netted around \$2,200, FFA received about \$1,800 and the football team received a flat \$600 to help set up the group. The money generated with the Ride Idaho group was very much appreciated in the area. At Mud Lake their rodeo saw the most participation they had ever seen. Have not seen all of the numbers on this yet. Chairman Raymond said they may still have some money coming in on the Market Sales until September 19. Jeanette and Carl said that they have a lot of support during these sales.

[10:08:02 AM](#) Commissioner Hancock recommended some good Eagle Projects at the fairgrounds would be refinishing the bleachers. Jeanette said a new set was done at the Rigby fair that was completed by a scout.

[10:08:51 AM](#) Commissioner Farnsworth said that the sound system is hard to hear at the rodeo grounds. Chairman Raymond said he did not notice any issues at the Market Sale. Carl said it always makes you wonder with 154 animals if the community will support this. Jeanette said the last twenty animals the price did go down but not too much.

[10:11:26 AM](#) Rebecca said if they have some Eagle Projects let her know she is always having scouts contact her for ideas.

[10:11:38 AM](#) Joseph Sagers goes over the 4-H numbers that Sue Walker wrote down. Had 455 youth enrolled in 4-H this year with 72 adult volunteers. Have one of the largest horse programs in the district. Are involved with 150 swine, 60 sheep and 40 beef have a nice goat, dog and poultry show. Had a lot of success at the Market Sales. Have a lot of displays of projects like sewing, cooking and wildlife. Had youth represent them well down at the Blackfoot Fair. Had youth from the county placing in every class of the horse show. Joseph said this report was given to him by Sue Walker who was not able to be here today.

- **CONFERENCE INFORMATION**

[10:14:09 AM](#) Joseph hands the commissioners some information from Lorie Dye on traveling to a conference. Chairman Raymond said the question is if she accepts an invitation to present should she put this trip on her personnel credit card or the county credit card and then get reimbursed. Commissioners feel she should use her personal credit card and then be reimbursed through the State of Idaho. Robin mentioned this is not a trip for county business. Chairman Raymond said this is not through the county. Robin said if this is for the State of Idaho they should not render an opinion.

[10:18:11 AM](#) Joseph said where he is new he may not understand sometimes the county does provide funds. Robin said they have to be careful when the state reimburses what the county has paid that is where they can run into issues. Chairman Raymond said they do not want to blur those lines. Joseph will take the information back to Lorie.

## **MAINTENANCE – BRYAN BRIGGS**

- **REVIEW MAINTENANCE CONTRACT**

[10:19:44 AM](#) Robin has the contract from last year with blank dates. May need to look at some amendments. Commissioner Hancock goes over the payment section the lake is included but the money being paid is not. Go over contract costs. Rebecca had brought up that additional costs were not included into the contract. Rebecca said the contract states that the courthouse will pay \$10,000 a month and that is not what is happening. Goes over the lake is not broken out of this contract so there is no extra money being included for the lake. In reality Bryan is billing for the lake around \$4,000. Rebecca said they have taken on responsibilities at the Mike Walker boat ramp. Also have Lorenzo but have not done any work there. May need to make two contracts to break out the lake.

[10:24:23 AM](#) Robin said they may want to create a separate contract for the lake. Rebecca said in the scope of work not much is mentioned in the current contract about the lake. Commissioners review contract. Need to review the scope of work between the two contracts. Robin will get with Rebecca and Bryan to create new contracts.

[10:28:12 AM](#) Rebecca would be interested in Bryan's opinion on the lake. Would he be interested in still doing the lake next year? Bryan said he would still like to it has been a learning curve this year. Now he has realized how much help he needs out there. Next year he is planning on having someone more reliable to be at the lake. Rebecca said they will have to work with the camp host and next year will have a lake manager available.

[10:30:07 AM](#) Chairman Raymond said they have kept these numbers into the budget and asked Bryan if he can do the work as a whole for that amount. Bryan said they have run into issues this year but feels he is learning. Does not see any problem with doing both the courthouse and the lake. Have gotten better employees helping him now and feels this has been going smoother. Chairman Raymond asked if they are putting enough money in the budget. Bryan said that he charges for his employee's labor for the lake and the numbers from last year will be fine.

[10:33:02 AM](#) Bryan also feels that the lake should be separated out. Commissioner Farnsworth asked if the campers should clean up before they leave. Rebecca said that would be nice but there is not a check-out procedure to check. Still have to clean up. Rebecca said the fire pits have been an issue.

[10:34:58 AM](#) Chairman Raymond suggests they review this contact next year prior to the budget being approved. The budget has already been approved. Bryan said the original contract amount will be fine. Bryan goes over some of the things they did not foresee at the lake.

[10:36:19 AM](#) Colleen said that she sat down with Bryan and they did review the line items in the budget. Rebecca mentioned this has been a learning curve for both of them. This contract is explicit on the things that need to be done. This needs to be reviewed so they can know what is covered and by who.

[10:37:58 AM](#) Commissioner Farnsworth mentioned that sometimes Waxie will do demonstration trainings on the chemicals that can be used. May be beneficial to his employees. Chairman Raymond thinks this is a good idea.

[10:39:16 AM](#) **Robin Dunn left room**

[10:39:47 AM](#) Goes over some equipment that they have and use. Bryan said they be looking at upgrading the lawn mower at the lake this has broken down a few times. Only uses this mower at the lake he has his brother mow at the other locations.

[10:41:21 AM](#) Chairman Raymond said they will review the new contract on September 30.

[10:44:30 AM](#) Kristine Lund comes in and provides the commissioners with a statement of cash.

### **SOCIAL SERVICES – GAIL ROBBINS**

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

[10:46:06 AM](#) Motion by Commissioner Hancock to go into executive session 74-206 (D) – Records exempt from disclosure. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[10:46:17 AM](#) Robin Dunn is in room

Open session 11:33

[11:33:06 AM](#) Motion by Commissioner Hancock to deny case #2016-42 due to lack of residency, approve case #2016-40 and deny the BHC case due to not having a completed application. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[11:36:19 AM](#) Recess

Open Session 11:36

[11:36:54 AM](#) Motion by Chairman Raymond to amend the agenda to move the certificates of residency, liquor licenses and commissioner minutes up. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

### **COMMISSIONERS**

- **APPROVE COMMISSIONER MEETING MINUTES**

[11:41:17 AM](#) Motion by Commissioner Hancock to approve commissioner meeting minutes from August 22, 2016 as amended. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.

- **SIGN CERTIFICATES OF RESIDENCY**

[11:44:35 AM](#) Motion by Commissioner Farnsworth to approve certificates of residency from the College of Southern Idaho for Linda Clark, Savanna Gamett, Kaitlin Hulse, Yezenia Porras and deny Dakota Murdock due to not being a resident. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[11:44:49 AM](#) Motion by Chairman Raymond to approve certificates of residency from the College of Western Idaho for Julian Smith and deny Kylee Abel due to lack of residency. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[11:45:05 AM](#) Motion by Commissioner Hancock to approve certificates of residency from North Idaho College for Jennifer Alvarez, Sydni Black, Jayson Bloxham, Britain Butler, Cayden Butler, Kutler Byington, Colton Campbell, Joseph Do, Kaeleigh Drollinger, Karlie Godfrey, Rebekah Gunderson, Ryker Hall, Ruth Jones, Ronald Keller, Allyson Kunz, Brendon Lowder, Andrea Marotz, Brayden Mecham, Cameron Ricks, Olyvia Saathoff, Melissa Scott, Nicole Spencer, Maggie Sullivan, Lacie Thomas, Katelynn Weight and Joseph Wood. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

- **LIQUOR LICENSE**

[11:48:19 AM](#) Commissioners sign liquor licenses.

Open session 1:01

[1:01:37 PM](#) Robin Dunn is not in room

### **INSURANCE – MATT WALDRUM**

- **COLONIAL/AFLAC INSURANCE**

[1:02:05 PM](#) Matt Waldrum is here to discuss switching from AFLAC to Colonial on the supplemental insurance. The reason is due to the service they receive from the company. Are not getting responses from AFLAC in a timely manner. Thinks they can bring in another company who has better service. Colonial is offered through the employee navigator software that is used for the regular healthcare coverage.

[1:03:58 PM](#) Goes over the rates between the two companies. These are going to fluctuate since they are not the exact same coverage. Some of Colonial is more than AFLAC others are less. Matt said they are not necessarily switching to save money. They are trying to get with a carrier that provides better service. Have been having issues with AFLAC getting new employees processed.

[1:07:42 PM](#) Matt goes over some differences in plan coverage. Hospital confinement plan this pays \$1,000 if an employee is admitted into the hospital the rate options are different. Goes over the rate comparisons. Some of these rates are not apples for apples comparisons. The plans cover and payout different.

[1:10:58 PM](#) Have two options. Can inform employees at the meetings that they are switching to Colonial as a preferred carrier and only payroll deduct that but will leave the employees the choice to continue with AFLAC but they will have to pay for that themselves. Or they could still offer both and payroll deduct both. Matt said the issue would be reconciling both payroll deduct options. Colleen has not spoken with Marilyn on this.

[1:14:08 PM](#) Matt would prefer to have a carrier of choice then the employees could still use AFLAC but would have to pay them directly without payroll deduct. Matt said in supplemental insurance both companies are very comparable. Commissioner Hancock asked how AFLAC handles claims. Matt said he has not heard of any issues on claims usually takes five to seven days. Commissioner Hancock said he likes to give the employees both options.

[1:16:42 PM](#) **Motion by Commissioner Hancock to accept the proposal to switch from AFLAC to Colonial as the preferred carrier for supplemental insurance. Employees can still carry AFLAC at Jefferson County rates but will pay for this directly. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[1:18:17 PM](#) Recess

Open session 1:21

### **PLANNING & ZONING – NAYSHA FOSTER - CANCELED**

- **SNAKE RIVER ESTATES 2<sup>ND</sup> AMENDED PLAT – BRUCE BAXTER**

This was canceled.

### **COMMISSIONERS**

- **EXECUTIVE SESSION 74-206 (C) – REAL PROPERTY**

[1:21:40 PM](#) **Motion by Commissioner Farnsworth to go into executive session 74-206 (C) – Real property. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[1:46:54 PM](#) Robin Dunn is in room

Open session 2:11

[2:11:01 PM](#) Chairman Raymond said they had been in an executive session with the owner of the accountant building. Have received some information that will be kept confidential. May be in negotiations in the future. Chairman Raymond is in favor of receiving more information from Mr. Poulsen. Need to be making some decisions so they have a place. Ask the other commissioners if they are ready to move forward with getting an appraisal of this location. Commissioner Farnsworth does not want to move forward with an appraisal on this location. Commissioner Hancock feels the same as Commissioner Farnsworth. Chairman Raymond asked if they are then going to pass on the opportunity to buy this building then. Commissioner Hancock goes over the rent cost. Chairman Raymond said they would be looking only at buying. Chairman Raymond asked again if they are wanting to pass on this building. Commissioner Hancock and Commissioner Farnsworth both do not want to purchase this building. Chairman Raymond said that it is two to one that they will pass on this building. Chairman Raymond asked Rebecca to contact Mr. Poulsen and let him know that they will not be moving forward with purchase of the building.

### **ASSESSOR – CODY TAYLOR**

- **IBS CONTRACT**

[2:14:19 PM](#) Cody has a contract with Idaho Business Systems for the maintenance agreement on the new copier they had gotten. This will be \$53 a month.

[2:15:21 PM](#) **Motion by Commissioner Farnsworth to approve the maintenance contract with IBS for \$53 a month. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

### **COMMISSIONERS**

- **ROAD & BRIDGE ROAD OIL**

[2:17:54 PM](#) Dave has the lease documents for the graders. Will look into this issue and bring this back in on Friday.

[2:21:28 PM](#) Dave said they are paving today. Did ten miles of chip sealing out in Mud Lake. Goes over work that has been done.

[2:23:32 PM](#) Commissioner Farnsworth said he had spoken with Ririe who may be asking for some work to be done.

[2:23:55 PM](#) Chairman Raymond said in this budget they have some money for fog seal on the parking lot and asks Dave if this is something his crew can do. Dave said they will be paving on Yellowstone the next two weeks. Dave said they could do the parking lot half at a time. Chairman Raymond mentioned to Bryan Briggs that he would need to find someone to stripe the parking lot after this is done.

[2:27:36 PM](#) Commissioner Hancock brings up last week that at one point the crew had been waiting for four hours for road oil. Dave said he had been out of town and the waiting time was due to the trucks bringing this in. Chairman Raymond goes over on the parking lot they need to try and get this done in this budget year. Commissioner Hancock said they could buy the oil now and keep it in their tank until they are able to get the work done. Go over an issue on the Lorenzo boat access road.

## **COMMISSIONERS**

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

[2:35:58 PM](#) Motion by Commissioner Farnsworth to go into executive session 74-206 (F) – Legal. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session 2:49

[2:49:54 PM](#) Chairman Raymond said have been discussing a potential legal issue. Need to provide legal counsel with guidance.

[2:50:18 PM](#) Motion by Commissioner Hancock to give direction to prosecuting attorney for the necessary letters to have continued access over the Enterprise Canal. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[2:51:52 PM](#) Chairman Raymond said it has come to their attention that a short executive session is needed for a personnel issue.

[2:52:05 PM](#) Motion by Commissioner Farnsworth to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session 3:06

[3:06:58 PM](#) Chairman Raymond said they had a personnel issue brought up. No decision made and no action taken.

## **COMMISSIONERS**

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

[3:07:22 PM](#) Rebecca goes over the information provided for the interviews packet that she has made for the commissioners. This will keep this unbiased using a scoring system.

[3:08:29 PM](#) Motion by Commissioner Farnsworth to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session 4:52

[4:52:58 PM](#) Chairman Raymond goes over they have interviewed four applicants. Chairman Raymond gives authority to Human Resources to go ahead with the highest scoring individual and will make an offer to that individual. Colleen mentioned this position will be forty hours a week. Chairman Raymond would stay as close to budget as they can. Rebecca said this job was posted as depending on experience. Commissioner Hancock brings up the pay and where it is on the step & grade chart. Rebecca will go and grab the chart.

[5:06:10 PM](#) Back to the grade on the network administrator position. Rebecca provides the commissioners the step & grade chart.

[5:06:36 PM](#) Motion by Chairman Raymond to have Human Resources make an offer to the highest scoring candidate for the network administrator position and will make the offer at a grade fourteen step seven. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

## **COMMISSIONERS**

- **APPROVE CLAIMS**

[4:56:27 PM](#) Motion by Commissioner Hancock to approve claims from 8/23/2016 to 9/9/2016 for \$753,004.80. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

- **RESOLUTION #2016-22 – TRANSFER OF FUNDS**

[4:57:09 PM](#) Colleen goes over this is the resolution for the transfers that needed to be made before the end of the year.

[4:57:29 PM](#) Chairman Raymond reads resolution #2016-22. "Be it resolved by the Jefferson County Board of County Commissioners as follows: Whereas, the matter having been discussed with the County Auditor, Independent Accountant for Jefferson County and the Commissioners of Jefferson County, Idaho, Wherefore, it is resolved and determined that the following be completed on the records of Jefferson County, Idaho by September 30, 2016 for the fiscal year 2015-2016:

1. Transfer from Weed Trust #9136 to Weed Fund #27 the amount of \$100,000.
2. Transfer from Solid Waste (outside fees) #23 to Debt Service Fund #49 the amount of \$475,000.
3. Transfer from PILT #50 to Justice #8 the amount of \$465,002.
4. Transfer from General #1 to Capital Improvement Fund #60 the amount of \$676,658.
5. Transfer from General #1 to District Court #6 the amount of \$210,000. Dated this 12<sup>th</sup> day of September, 2016." Chairman Raymond said that this should take all the negative numbers back into the positive.

[4:59:16 PM](#) **Motion by Commissioner Farnsworth to accept resolution #2016-22 to transfer funds. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **NEW BUILDING UPDATE**

[5:02:00 PM](#) Chairman Raymond said that they are going to move toward a new building after the discussion they had earlier. Rebecca said they need to decide on what they are going to be building first. Chairman Raymond said they would have to decide if they want to have a project manager. Rebecca mentioned while on the topic of facilities she is looking for office space for her help. Rebecca would like to split the breakroom. Would like to have a consultant area for lawyers and a space for her office help. Rebecca will meet with Paul to go over some office requirements.

- **CAPITAL CRIMES DEFENSE FUND/APPEAL FUND**

[5:07:29 PM](#) Colleen said she spoke with Dan Chadwick who had asked for a letter from the commissioners requesting to be reinstated into this fund. Dan had said that by sending a letter does not mean that they would be committed to being in the fund. Colleen said if they are a member of one they would be a member of both the Capital Crimes Defense Fund and the Appellate Fund. Colleen said will be a member of both at one cost. The cost is based off of population. Colleen said the next step would be to send a letter to see how much they would have to pay to be reinstated into the funds. Then they would know an amount and could decide if they would like to proceed.

[5:09:47 PM](#) Robin said Capital Crimes Defense Fund is for cases that require the death penalty. In the history of Jefferson County there has never been a capital crime case. Prosecuting the death penalty would be up to the attorney. They are the only county in the state that did not join this fund. When they did not join this it was not with the appeal fund. By opting out of this fund it has saved them money. Now they have added the public appellate system and this may be valuable. Robin would proceed as long as they do not have to back pay. This would be used for the felony appeals. Colleen said Paul was unable to be here but he wanted them to proceed with this.

[5:16:35 PM](#) Chairman Raymond said they could go ahead and sign the letter since there is not a commitment. Commissioner Hancock said they could also go over stats historically on felony appeals in the county. Colleen will send in the letter to get an amount of what it would cost to join these funds.

[5:19:14 PM](#) **Motion by Commissioner Farnsworth to adjourn at 5:19. Second by Commissioner Hancock. All in favor – aye. Motion passed.**

\_\_\_\_\_  
*Chairman of the Board*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Clerk of the Board*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*County Clerk*

\_\_\_\_\_  
*Date*