

**Jefferson County Commissioner Meeting  
February 27, 2017**

Meeting called to order at 9:00. Those present are Commissioner Hancock, Commission Martinez, Chairman Farnsworth, IT Garn Herrick, HR/Commissioner Assistant/Emergency Management/Park & Recreation Rebecca Squires, Planning & Zoning Naysha Foster, Extension Office Lorie Dye, Assessor Cody Taylor, Weed Department Mitch Whitmill, Sheriff Steve Anderson, Deputy Attorney Weston Davis, Prosecutor Paul Butikofer; Audrey Moon is clerk of the board. Pledge of Allegiance led by Chairman Farnsworth. Prayer offered by Weston Davis. Clerk Colleen Poole is excused.

**COMMISSIONERS – ELECTED OFFICIALS – DEPARTMENT HEADS**

• **STAFF MEETING**

[9:00:43 AM](#) Commissioner Hancock mentions they are moving forward with the new building. Are having to downsize this some. By the next meeting hoping to have a sketch. Had some flooding in the county all of the Commissioners have been out and viewed the issues. Have applied for a disaster and this has been signed by the governor.

[9:03:33 AM](#) HR/Commissioner Assistant/Emergency Management/Park & Recreation Rebecca Squires said currently 600 N has water on it. The damages are severe. Roads 2800 and 2300 have opened over the weekend. Rebecca has not heard on 700 E. Roads that are still closed because they are impassable are 2600 and 2400. Currently assessing damages are working with Idaho Office of Emergency Management. With the cold temperatures the flooding has subsided. If it warms up with rain again they may start this all over again.

[9:05:57 AM](#) Prosecutor Paul Butikofer reports he had shoulder surgery is on day twelve. Doing well but will be hobbled up for a bit. When he missed work his deputies stepped up

[9:06:52 AM](#) Sheriff Steve Anderson goes over have been working on the flooding. Have had calls from the west side thanking the Commissioners and Rebecca. The numbers in the jail are extraordinary. The Federal Marshalls showed up Friday. Did a tour of the jail. Going to start moving more federal prisoners here. Have thirty more beds left do have to keep some open. Sounds like they will start shipping more over. Thanks Garn for all of his hard work over in his office.

[9:08:43 AM](#) IT Garn Herrick this week is putting in a new firewall for the county. Not sure if everyone has heard that Bingham County's security was hacked. This will upgrade the county's security wall. Trying to prevent any issues. Commissioner Hancock asked if they have their own firewall. Garn said they do but there are still ways around this. Going to tighten these things up. Will meet with the Computer Arts guys to know how the hackers got in. Once the firewalls are set they are solid. The one they have is around six years old. Do upgrade the firmware as needed. This will not be an extravagant cost around \$600 to \$700.

[9:12:09 AM](#) Weed Department Mitch Whitmill this month until they get to the roadsides they have a lot of meetings. Will have a show on April 21 with the Soil & Water Conservation at the fairgrounds. Going to be a type of pasture and tree show. Will have vendor booths set up. Looking at having it be a type of home and garden show. Will also have classes available to obtain the credits his department needs. Have several trainings and presentations throughout other counties. Commissioner Martinez asked about the zebra mussel. Mitch explains this is the zebra quagga mussel goes over where this has been found and what they are doing. There is a bill in the legislature that he will discuss later in the meeting. Mentions that noxious weeds are still an issue as well.

[9:18:56 AM](#) Extension Office Lorie Dye said they just finished up the Know your Government group that went to Boise to work with representatives. In March they really step up for 4-H have livestock day camps. Will start the weigh ins with animals. Do have shooting sports training in March at the fairgrounds after the boats and trailers are gone. Will use pellet guns as well as archery. Glad they can offer this to the leaders to help certify these adults so they can teach shooting sports. On the Family Consumer Science section they are starting their canning classes now. This class is a six week course and these are taught in Idaho Falls. There are also ag schools coming up.

[9:22:06 AM](#) Assessor Cody Taylor working reappraisals and property tax reduction.

[9:22:23 AM](#) Treasurer Kristine Lund last week went to Washington D.C. for the IACT Board. Long ways to drive for two days of training but it was interesting. Looking at tax deed hearing on May 22 are currently working on these to reduce the amount. Also working on warrants of distraint with the Sheriff's office.

[9:24:01 AM](#) Planning & Zoning Naysha Foster has a new planner they are training. Last time she checked they had seventeen for February. So they are still seeing high numbers. Have been busy with land use and division of property questions. Also have had some calls on flooding but if they are not in the floodplain they need to call Rebecca.

[9:25:46 AM](#) Commissioner Martinez asked if the sandbags have been replaced. Rebecca said not yet they have about 50,000 on hand right now. Minidoka is a mess. Lorie asked where the public can get sandbags. Rebecca said that they can go to the hardware store for these.

[9:26:56 AM](#) Chairman Farnsworth said they are working on a sandbag policy. Naysha said they have a sandbag policy will get this to Rebecca. Chairman Farnsworth said they are having a lot of concerns about the flooding. He has not seen a great concern yet. Sheriff mentions he gets the flood reports each week they are still in the yellow. If this is managed correctly this should be okay. Chairman Farnsworth brings up the staff meeting. It had been suggested to him that they could not have this or change this too quarterly. Lorie said since they started doing this where she is not in the courthouse it connects her with the rest of the county and she enjoys it. Paul also likes it once a month he would like to keep this as it is. Commissioner Farnsworth asked then if this should be mandatory. Lorie feels they should be here if they can. Paul thinks this should be discretionary. Cody said sometimes absences cannot be helped. Kristine asked for clarification on mandatory. Kristine thinks they get along together as a county so does not think this should be mandatory. Chairman Farnsworth feels these are informative if everyone comes but does not want this to be a waste of anyone's time. Commissioner Hancock said if they are unable to be here they could send a representative from their department. Discuss the meeting being mandatory. Chairman Farnsworth thinks if they are having this it should be beneficial. Kristine appreciates these she just dug her heels in at mandatory. Mitch thinks if they do not continue with these then they should have a monthly timeslot with each department. Naysha said some of the time during these staff meetings they may hear things that affect there department that they were unaware of. Paul thinks the meeting monthly is beneficial but does not feel it needs to be mandatory unless it becomes an issue with individuals not participating. Chairman Farnsworth said if they know they won't be able to attend they could send someone to speak from their department.

[9:47:43 AM](#) Commissioner Martinez received a text from Dave Walrath who mentions the flooding is subsiding. They have repaired culverts.

### **ASSESSOR – CODY TAYLOR**

- **ML CONTRACT**

[9:49:37 AM](#) Cody has the ML contract for the printers in the office. Cody said the previous attorney has reviewed this contract. Chairman Farnsworth said this is a service maintenance agreement for the two HP printers. Monthly cost is \$76.95 and yearly is \$923.40. Weston asked if this is renewed each year or if ML approaches them each year. Cody believes this has no automatic renewal clause in this. They had a stacker on this and they were able to remove this without any issues. ML has been very good to work with.

[9:55:51 AM](#) **Motion by Commissioner Martinez to accept the contract from ML Services for the Assessor at \$923.40 yearly. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[9:57:04 AM](#) Recess until 10:00

**Open session 10:00**

### **PROSECUTOR – PAUL BUTIKOFER**

- **MACBOOK PRO**

[10:00:59 AM](#) Paul brings up the MacBook Pro computers he had asked for three laptops one for himself and his two deputies. Garn had bought these and provided them to the office. Paul said that Weston has his own computer and did not want to have two computers. Have let Garn know they do not have a need for that laptop so Garn can return it and get a refund. Chairman Farnsworth believes this was sent back already.

- **COPY MACHINE**

[10:03:13 AM](#) Paul said they had bought a copy machine out of their budget. This particular copy machine has been having some issues. Spoke with Garn to trade this out and will be getting one that is similar to what they used to have at Mr. Dunn's office. Believes that Garn will be returning the one they had originally. Paul said the new one was delivered on Friday. Commissioners think if the other one has issues then it needs to be returned.

- **RECORD DESTRUCTION**

[10:05:03 AM](#) Paul reads a memorandum that Judy McCowin had written on the destruction of record. "The records destroyed on 1/11/2017 consisted of infraction, juvenile, child protection, misdemeanor and felony files. The criminal files contained copies of citations and pleadings filed with the court, copies of police reports from Jefferson County Sheriff and Rigby City Police, Idaho State Police and Health and Welfare. Juvenile files contained copies of pleadings, police reports and information from Jefferson County Probation. Some files also contained notes of attorneys and staff, which are attorney-client privilege and not subject to public disclosure. There were approximately 2500 files and were from approximately 2005 to 2016. All destroyed files were closed, dismissed, outside the statute of limitations for appeal and defendants were released from prison, jail, probation and/or parole. I had been advised by Mr. Dunn that prosecutor records were not official county records, as they contained no original documents and were not subject to the county policy regarding destruction of records. Mr. Dunn also advised the records must be removed from his building."

[10:08:04 AM](#) Paul said his understanding is when they moved files and started scanning these files were ear marked. Had scheduled a truck to come shred the documents. These files were never moved to his new office. These were copies mostly attorney notes. Paul said when bills were coming in they had been instructed to not pay these out of the money Robin received. The shredding of documents was one of these bills. The county paid for the shredding. Weston brings up this was brought up by Colleen in the last meeting so he spoke with Paul and Judy. Weston said as he has looked through the policy the commissioners should be notified and approved by a resolution. Does not believe this was done in bad faith on Mr. Dunn's part. These were all copies and the courts have the originals. It would be their call if they want a resolution done but these have already been destroyed. Chairman Farnsworth said these were only copies and they can be retrieved from the courts. .

[10:12:19 AM](#) Chairman Farnsworth asked if Mr. Dunn made the request should the bill have been paid for out of his budget. Paul said the record destruction was done on January 11 so they were shredded under his term but sent for shredding by Mr. Dunn. Weston said the county would have come up with the cost either way.

[10:16:55 AM](#) Commissioner Hancock does not think they need to have a resolution since these are copies. Weston said he has spoken with several departments and are looking at a record retention policy. Chairman Farnsworth said they should have this now. Weston just wants to track this down and verify it.

### **JEFFERSON LAKE – THOMAS THIEL – REBECCA SQUIRES**

- **PREMIER CAMPGROUND MANAGEMENT CONTRACT/AUTHORIZE.NET CONTRACT**

[10:18:49 AM](#) Thomas and Rebecca are here to discuss the lake. Thomas said they had brought up the Premier Campground Management. Can go onto their website. In the meeting they compared three different software. Was decided to move forward with Premier Campground. Had to make an adaptation to the contract have had help from Weston. Are looking to have this approved and signed. Rebecca said this is a subscription of their service they build our portion onto their website. Premier does not interface with Access Idaho so they will need to go with someone else. Are looking at Authorize.net. Goes over the other options they had looked at. Will reduce costs to use Authorize.net. Rebecca said Access Idaho is \$1 plus three percent. Authorize.net will be a savings to the county and the consumer.

[10:23:51 AM](#) Chairman Farnsworth asked if the contract has been approved by the attorney. Weston said it has. Thomas provides Chairman Farnsworth with the setup costs between the programs since he was not in the meeting when this was discussed. Thomas mentions that Premier was the simplest to train on. He had also called customers who use their services and had good things to say.

[10:28:31 AM](#) Chairman Farnsworth said so someone can get online reserve and pay for their spot to camp at the lake. Thomas said yes and the nicest feature is no double booking since this is real time updated. The individual has a fourteen minute window to book the camping spot. Will have more accountability available with additional reports. Want to have around sixty percent of the reservations made online. Thomas said with RexNexus they would still have to pay even during the offseason. With Premier they have unlimited reservations at only \$2 a reservation.

[10:34:25 AM](#) Commissioner Hancock said they had talked about buying lake permits on here as well. Thomas believes that can be added by Premier when they get all of the information over to them.

[10:35:14 AM](#) **Motion by Commissioner Hancock to approve the contract with Premier Management Campground for a \$750 setup fee with \$2 per transaction. Second by Commissioner Martinez.** Rebecca is going to present increasing the fee but this is not critical but she does recommend this. Chairman Farnsworth said this can be sustained without an increase if it is not approved. **Roll call taken. Commissioner Hancock. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:38:59 AM](#) Rebecca has a packet that will be sent to Premier to begin creating this software. Are looking at an increase from \$15 to \$17. By increasing the fee to \$17 the camper will see an increase of less than one dollar. Weston thinks this should be brought up on the agenda separately so the public can be aware.

[10:41:18 AM](#) Rebecca says the Authorize.net contract is not completed yet.

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

- **SANDBAG POLICY**

[10:42:46 AM](#) Rebecca said the Naysha has provided a policy from 2011. Also provides the proposed policy she had written up after the last meeting. Commissioners review policies. Weston goes over the proposed policy about the bags being replaced might want to add by the requesting jurisdiction.

[10:49:15 AM](#) **Motion by Commissioner Hancock to replace the existing sandbag policy with the updated one as of February 27, 2017 with the amendment. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **PERSONNEL POLICY UNDER DISASTER**

[10:50:42 AM](#) Rebecca brings up a possible change in the personnel policy about paying overtime instead of compensatory time during a disaster. Looking at comp time so far the only person on salary is Dave. FEMA could look at this policy as they could pay overtime or they could not. Do they want to pay comp time or pay overtime? Commissioner Hancock does not feel that they should pay overtime on this current situation. Commissioner Martinez mentions he knows some guys had started early and worked some extra hours.

[10:54:36 AM](#) Chairman Farnsworth sees what she is saying on the wording on this policy because if they put must or shall then they do not have as much discretion. Rebecca is not proposing a change unless they want to. This is her first disaster so if looking in June they flood more will FEMA come back as this setting a precedent for not paying out overtime. Commissioner Hancock said they could always mention in a meeting why they are paying overtime in specific situations. Rebecca mentions they did run out of barricades so they borrowed some from Madison County.

### HUMAN RESOURCES – REBECCA SQUIRES

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

[10:59:33 AM](#) Motion by Commissioner Martinez to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 11:11

[11:11:22 AM](#) Motion by Commissioner Hancock to amend the agenda to discuss the needs for a new Lake Manager and the requirements associated for this position. The current individual that was hired has put in his notice. Second by Commissioner Martinez. Will move this to the 3:00 block. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

### COMMISSIONERS

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

[11:12:55 AM](#) Motion by Commissioner Martinez to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 1:01

### PLANNING & ZONING – NAYSHA FOSTER

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

[1:01:56 PM](#) Motion by Commissioner Hancock to go into executive session 74-206 (B) – Personnel. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 1:17

### BUILDING INSPECTOR – JEFF OTTLEY

- **PUBLIC HEARING – ORDINANCE #2017-1 – ADOPTING BUILDING CODES**

[1:18:56 PM](#) Naysha said that Jeff will go over the building codes. Will then open this up to a public hearing.

[1:25:20 PM](#) Jeff has the ordinance to adopt the building codes. This is the international building codes from 2012. This ordinance has had a few things deleted as far as heating and plumbing inspections are all done by the state. Anything that is amended is to stay along with the state. Modifications and amendments to concrete and foundations they have 48" but the surrounding areas do 30". This is what has always been done in the county. Modifications to table 301.2 this is left blank for whatever the area is in the county. Added an appendage J that deals with existing buildings. Goes over the requirements of this. There are a few new requirements in the 2012 edition but not much different from the 2009 edition. The state has not adopted the 2015 edition so they are staying in line with the state. Have had talks that the state will skip 2015 edition and go to the 2018 edition.

[1:29:38 PM](#) Commissioner Hancock asked about commercial codes. Jeff said this covers both commercial and residential codes. Some areas have used different editions but they have kept this the same for both to eliminate any confusion.

[1:30:36 PM](#) Chairman Farnsworth opens the public testimony.

[1:30:45 PM](#) There is no one to speak in favor. There is no one to speak neutral. There is no one to speak against.

[1:31:30 PM](#) Weston asked for clarification on the higher amount required for the concrete. Naysha said they can be more strict than the requirement but cannot be less.

[1:32:09 PM](#) Chairman Farnsworth closes the public testimony section. Asks the commissioners if they have any questions.  
[1:32:23 PM](#) **Motion by Commissioner Martinez to adopt ordinance #2017-01 for commercial and residential building codes. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

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

- **AIRPORT ORDINANCE #2016-06**

[1:33:54 PM](#) Naysha said this is not a public hearing since they have already had one and this was reprimanded back to Planning & Zoning board. Weston addresses that Commissioner Hancock and himself have looked into this about potential conflicts of interest. Weston said he lives within one mile of the airport and Commissioner Hancock has property in the area. Commissioner Hancock mentions he has quite a bit of land and a tower was going to be put up on this land. Verizon has since withdrawn their offer since they cannot build in the area but he is a landowner within the mile radius. It concerns him that in some areas the radius is higher than it needs to be.

[1:36:33 PM](#) Naysha said the airport board is on board with the city board. The city owns this land so the airport board has been to the city on this ordinance. Naysha said this is fairly in line with the existing ordinance as well as the state.

[1:37:32 PM](#) Naysha said this is not a public hearing since they have had a public hearing with the commissioners as well as the Planning & Zoning board. Goes over the changes and Planning & Zoning has recommended that they adopt this.

[1:38:28 PM](#) Naysha goes over if they have any other changes in this ordinance the procedure they would need to follow. Commissioner Hancock said Michael Clark recommended they notify potential buyers even if this is unenforceable. Naysha said an individual does a land use application she would have to disclose that they are in an airport zone.

[1:41:18 PM](#) Naysha said this ordinance is an informative document. Chairman Farnsworth said if they plat this area out they would also have to disclose the area. Does not see a huge issue because if the land is developed it should be on the plat. If the house is already there then hopefully they were informed. Naysha said the relators stay up on the ordinances and usually notify potential buyers.

[1:44:03 PM](#) Weston mentions that fewer are using relators. What tools of enforcement would they have to notify buyers that use online research? Naysha mentions that Paul Ziel had rewrote this so the buyer could not come back on the county for not disclosing this in case they were not notified. Commissioner Hancock said they have still kept instruments. Naysha said they are leaving this in case they could become an instrument airport. This is for future growth of the airport so changes do not have to be made continuously to the ordinance. Commissioner Hancock said he has been contacted by other landowners in the area with concerns. Naysha said this requirement was also in the previous ordinance.

[1:46:33 PM](#) Chairman Farnsworth thinks this is protection for the airport. Naysha said the previous ordinance was adopted in 2001.

[1:48:17 PM](#) **Motion by Commissioner Martinez to adopt the airport ordinance #2016-6. Second by Chairman Farnsworth. Roll call taken. Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed. Commissioner Hancock recused himself due to being a property owner.**

### **INSURANCE – CARLOS APONTE**

- **CONTRACTS**

[1:52:43 PM](#) Carlos is here for the contracts. Weston said they have gotten all of the changes made. Carlos said in the past the commissioners had signed these and he takes it to Blue Cross for them to sign.

[1:59:16 PM](#) **Motion by Commissioner Hancock to approve the administrative service agreement from Blue Cross for 2017. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:00:16 PM](#) Carlos has Rebecca printing off the stop loss agreement. Carlos said the stop loss is at \$60,000.

[2:03:30 PM](#) **Motion by Commissioner Hancock to approve the stop loss agreement with Blue Cross for 2017. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

### **PUBLIC WORKS – DAVE WALRATH**

- **COOPERATIVE AGREEMENT – I-15 DETOUR**

[2:08:30 PM](#) Dave said this agreement was already approved. He just needs this to be signed verifying they approve of the detour.

- **UPDATE ON FLOODING**

[2:09:53 PM](#) Dave said the flooding has subsided for now. With the snow they are getting it's still going to be an issue. Dave provides a video of the area that has been flooded. Justin Stephler has provided this video for them. Have broken the flooding into four areas provides aerial video of the areas.

[2:24:00 PM](#) Dave said he got with Mike Clements and have this down to nine locations. These are rough numbers and could go somewhat higher. Dave said a lot of these will have a forty-eight inch pipe put back in. Dave said on 200 N downstream from the bridge there were two eight foot pipes. Trying to get the roads open to at least one mile as soon as they can. Dave said they also had some flooding out in Montevideo so they are included in the flood disaster. With the state funding it is a 50/50 split on the percent. If it goes to federal it is ten percent match. Rebecca mentions they have to wait for the inspection. Rebecca mentions this is the next step because they are still within the disaster. Dave said once they thaw it's going to start up again. Dave said Minidoka has really gotten hit. (Estimate of flooding damage exhibit A)

- **NEW RULES FOR COUNTY LINE LANDFILL**

[2:32:34 PM](#) Ted Goodier comes up on a visit from District Health at the landfill. They had some issues with the county line landfill. This guidance has been offered by DEQ. These are in essence rules they are offering as guidance. Will be held to task on these and they are enforceable. Have historically accepted yard waste. Get around 200 vehicles through the gates which is a lot of yard waste with mainly grass clippings and trees. Can hold branches off to the side since they chip these. It was said they can compost the grass. But where the county line landfill is only open two days a week there is not staff available and it runs the risk of fire. Ted said as of right now they are turning individuals away at the gate. Made a call to PSI that they could possibly use a commercial roll off that can be dumped at the transfer station for a fee. Ted said they have dump trucks they could use to haul this out to Circular Butte.

[2:38:09 PM](#) Chairman Farnsworth said he does not understand the ruling of no grass clippings. Ted said they are high in nitrate and make high rates in the drinking water. This is a health threat for infants. Does not understand why this method of disposal is a problem. If they turn residents away they will end up getting a lot of residents dumping in the corners of their yards and the canals. This is already done now. Commissioner Hancock asked how long they could stack this up before they haul this. Ted said they would have to work this out with DEQ if they had a composting facility. Chairman Farnsworth said piling grass clippings during the summer they can get hot. Ted said they see some steaming within a week in the summer months. When they mix the dry grass with the freshly moist that is when the problems arise. Dave said piles are usually twelve feet deep then they start getting fires. Discuss using the dump trucks to haul this to Circular Butte once a week. Ted is looking at being cost effective and using what they have and still offering the service to the county.

[2:44:19 PM](#) Commissioner Hancock likes the idea of trying to use the trucks on Saturday to run this out to the other landfill. Then they can use their loader to put this into a dump truck. (PSI quote Exhibit B)

- **ISU DRONE PROGRAM**

[2:46:57 PM](#) Rebecca said they just viewed the aerial footage from what a drone has to offer. Has Chuck here from Idaho State here to discuss a program they have up at the college. Chuck said they have an aerial program they can partner with. Chuck said a lot of counties have begun partnering with them. Some counties have contracted this out. They would get a call with the grid information and then they go fly. With this program the students provide whatever they need. His students are able to fly and present their videos to their customers. Chairman Farnsworth said they could always use this for the Assessors on large parcels.

[2:49:24 PM](#) Commissioner Hancock brings up how much this would cost. Also then they could use the aerial video to preempt issues in the county.

[2:49:49 PM](#) Chuck said this is accurate data his students have the ability to properly use their drones. Only issue would be during the summer when he does not have students. Rebecca asked what the cost would be for the county.

[2:51:22 PM](#) Chuck said initially they would need an aircraft. Then the school would take care of the software and insurance costs. Have not reached this far north yet so there may be some travel incurrence. This program has just began taking off. Chuck said there are different options as far as drones they have quadcopter or a wing. Personally he would lean to a quadcopter which runs around \$1,000. If the county wanted to own this they would have to cover the maintenance and insurance. Chuck said most counties pay for the drone and donate it to the school.

[2:53:46 PM](#) Dave mentions Search & Rescue may be a huge user of this. Commissioner Hancock asked about funding. Rebecca said Homeland Security does not like aircraft adventures. Commissioner Hancock goes over numerous things they could use this for.

[2:57:11 PM](#) Rebecca said she can work with Chuck and work out a type of an agreement and bring it back before the Board. Chuck said this is going to be a large operation eventually.

**SHERIFF'S OFFICE - ALLEN FULLMER**

- **SURPLUS PROPERTY**

[2:59:47 PM](#) Allen provides a list of surplus property. Most of this is old or out of older vehicles that cannot be used anymore. Have removed a lot of this from old equipment. Commissioner Hancock said they could sell this as a lot. Allen thinks they would have to publish this since it is county property. Chairman Farnsworth said to use his discretion everything is under \$250 in value.

[3:06:07 PM](#) **Motion by Commissioner Hancock to give authorization to the Sheriff's Department to sell these items or dispose of this equipment. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **RECREATION BOAT SAFETY GRANT**

[3:07:22 PM](#) Allen said this is a yearly grant from the Park & Recreation Department. This helps educate them on boating safety. Allen said this is a yearly grant and is based on the work that is done. Had sixty boat inspections last year this year it was at ninety inspections. Also taught twenty students in boating education that they do in their outreach program.

[3:10:51 PM](#) **Motion by Commissioner Martinez to accept the agreement between Idaho Department of Park & Recreation and Jefferson County. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

**COMMISSIONERS**

- **NEW BUILDING UPDATE**

[3:12:20 PM](#) Scott Nielson is here on the new building. Goes over drawings of the new building. (Exhibit C) Has an east entrance for Probation. Has this entrance split for juveniles and adults. The meeting room from previous discussions is on the east end this would be the assembly room they have discussed. Center area would be open. Have a serving area that would be able to portion off three ways. The second floor may be able to reduce the electrical room size. The breakroom is a common breakroom for the whole floor. Upper floor is pretty crammed in. The closer they are to the budget the closer they are to filling the upstairs and not having any extra room. Not much in the basement since this will be storage do have a large electrical room and restrooms. Are currently at around 8,550 square feet per level. Circulation eats into the efficiency factor. Down to the point where they should be around 7,700 to 7,800 square feet to make their budget.

[3:21:41 PM](#) Under the program areas they have kept these at the specs. Second floor summary the extra is going into unfinished space. Commissioner Hancock thinks if they leave it where they are now this puts them up to about \$3.5 million. Scott said if they can get around 200 square feet on each floor they could probably come in around \$3 million. Main floor can see they have jogs and the meeting room is getting so long and narrow they widened this section of the building.

[3:24:36 PM](#) Weston asked if the Prosecutors will come in the same entrance as Probation. Scott said they are on the west side of the building. Scott said they may be able to cut some of these departments. They will have a shared breakroom. Rebecca mentions the difference in this building each side has employee restrooms. In these plans the employees would use the public restrooms in this building. Had talked about putting the assembly room on the second floor. If they took this up may be able to move Planning & Zoning and Extension down.

[3:29:26 PM](#) Rebecca said a disadvantage would be 4-H using this for projects. Chairman Farnsworth said they need to utilize the fairgrounds as well. Madison County goes out to the fairgrounds to do their projects. Another thought that was presented was to have the commissioner meetings in the new building and turn this area into offices. Chairman Farnsworth would like to look at these drawings flip flopped with the assembly room upstairs. Scott said next he will need to meet with each department again and refine this.

[3:43:15 PM](#) Weston said he is halfway through the contract.

**WEED DEPARTMENT – MITCH WHITMILL**

- **INVASIVE SPECIES UPDATE – SENATE BILL #1068**

[3:46:40 PM](#) Mitch wanted to bring them up to speed from when they were over in Boise. Have had a group of legislatures that have been meeting. Have had three throughout the state. Have had some suggestions to move the evasive species directly under the governor. Have put together a senate bill it is #1068. Wants the state of Idaho to do everything they can do to keep the zebra mussels out of the waters. Mitch said this will affect everyone in the irrigation systems.

[3:50:10 PM](#) Once these get into the headwaters of Columbia there is no way of stopping them. Once they hit the ocean this will kill the zebra mussel. Provide the commissioner the bill to read. This is what will be read on the senate floor. Department of Agriculture have not been able to do an effective job with this. National Park Services would like to see the commissioners' support on this issue. Have been getting a lot of input.

**COMMISSIONERS**

- **SIGN CERTIFICATES OF RESIDENCY**

[3:57:04 PM](#) Motion by Commissioner Martinez to accept certificates of residency for the College of Western Idaho for Cameron Anderson, Jocelyn Anderson, Talon Anderson, Annglee Ball, Anna Boone, Morgan Brinkerhoff, Josie Bronson, Britain Butler, Kutler Byington, Eli Call, Carson Clayson, Colton Campbell, Kyla Campbell, Kassandra Denniston, Calvin Dirickson, Lilly Eckerman, Spencer Foster, CJ Fyfe, Jacob Gambles, Benjamin Garcia, Jordan Gardner, Kade Hall, Maddie Johnson, Ruth Jones, Luke Justesen, Emma Lee, Maria Leon-Espinoza, Maddie Marshall, Easton Martin, Jaxon Mathews, Tyler Mathews, Jace Merkley, Adrianna Mortensen, Kenna Mower, Jacob Oswald, Adrian Paschall, Kayley Perez, Benjamin Reily, Landen Richardson, Kaden Rigby, Ryker Ritchie, Benjamin Rodriguez, Jonathan Scott, Peyton Siepert, Julian Smith, Parker Snedaker, Abbie Stevhm, Teagan Teeter, Wyatt Taylor, Brooklyn Wise, Adam Wood, Mathew Wood and Trey Yearsley. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[3:59:07 PM](#) Motion by Commissioner Hancock to approve certificates of residency for the College of Southern Idaho for Teri Hurley and Paul Shannon. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **DISASTER DECLARATION – RESOLUTION #2017-14**

[4:05:45 PM](#) Rebecca said the law allows them to sign a disaster declaration for seven days before it goes before the Board.

[4:06:43 PM](#) Motion by Commissioner Hancock to approve resolution #2017-14 for the disaster declaration.

**Commissioner Hancock reads resolution.** “Jefferson County Disaster Declaration Whereas, there is threat to life and property in Jefferson County, as the result of heavy accumulations of snow, ice, warming temperatures, rain and resultant flooding beginning February 16, 2017; and Whereas, the flooding is threatening structures, roadways, infrastructures, public utilities, and other line of communications; and Whereas a disaster emergency as defined in Section 46-1002, Idaho Code, is in existence in Jefferson County, due to the imminent threat to life and property created by flooding, and Whereas, Section 46-1011, Idaho Code, authorizes the Commissioners of Jefferson County, Idaho to declare a disaster emergency to authorize the furnishings of aid and assistance, thereunder; Now Therefore, be it resolved, and declared by the Jefferson County, Idaho Board of Commissioners, as follows: A disaster emergency is hereby declared to exist within Jefferson County, created by flooding and anticipated flooding, causing a potential threat to life and property; and These conditions require the activation of the response and recovery aspects of all applicable local disaster emergency plans; and such disaster may require State emergency assistance to supplement local efforts to protect, rehabilitate, and replace public property and to provide a coordinated multi-agency effort to mitigate, avert and lessen the threat and impact of the disaster. Adopted in open session this 27 day of February 2017, by those Commissioners subscribing their names hereto.” **Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **APPROVE CLAIMS**

[4:21:39 PM](#) Commissioners review claims.

[4:28:09 PM](#) Recess

**Open session 4:38**

[4:38:35 PM](#) Chairman Farnsworth has a question on claims on the travel expense asks Rebecca why her and Thomas went to Boise at different times. Rebecca said that Thomas had meetings three days before and stayed in Boise over the weekend with family instead of coming back. Then he went to the next meetings the following week so they did both drive separately.

[4:41:24 PM](#) Motion by Commissioner Hancock to approve claims from 2/14/2017 to 2/26/2017 for \$191,652.54. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **APPROVE COMMISSIONER MEETING MINUTES**

[4:45:03 PM](#) Motion by Commissioner Martinez to approve commissioner meeting minutes from February 13, 2017 with noted changes. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

**SOCIAL SERVICES – GAIL ROBBINS**

- **EXECUTIVE SESSION 31-874 & 74-206(D) – RECORDS EXEMPT FROM DISCLOSURE**

[4:46:26 PM](#) Motion by Commissioner Martinez to go into executive session 31-874 & 74-206 (D) – Records exempt from disclosure. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

**Open session 5:05**

[5:05:35 PM](#) **Motion by Commissioner Martinez to approve case #2016-30 and case #2017-18. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[5:06:28 PM](#) Commissioners sign liens.

[5:07:35 PM](#) Chairman Farnsworth said they will now discuss the amendment made earlier in the meeting to define the roll of the individual they will hire for the lake. They need to define what they need to hire for the lake position. Rebecca goes over the way this is budgeted some funding comes from both Park & Recreation and Emergency Management. During the summer the lake takes a full-time position. On the Emergency Management side it was nice to have another set of hands. Having someone handling the PIO stuff helps out. Rebecca asked how the Board would like to define this.

[5:09:55 PM](#) Chairman Farnsworth would rather they be pushed to do the Park & Rec. side of this realizes they may need help for an emergency. Commissioner Martinez asked how this is paid out of two budgets. Rebecca said this is similar to her pay where they use budget lines up until they are gone. Commissioner Hancock said if they know where the payroll comes out of could use this. Chairman Farnsworth thinks they need to be defined on where the money is being spent between Park & Rec. and Emergency Management.

[5:13:46 PM](#) Rebecca said if they want this completely separate they would need a different person. This would take more time to track than do the job. In the offseason there are things that need to be done still. Chairman Farnsworth said that it is comingling funds from user fees and taxpayer fees.

[5:15:53 PM](#) Rebecca goes over job duties that she has to do and things that need to be handled. Emergency Preparedness Fair last year was a great event but alone she would not be able to do this project. Certain times this position requires help. Commissioner Martinez asked about other responsibilities that are too much. Rebecca said she has five jobs and it can be too much. Some of this can fall off because there is not time to do this. Rebecca said at this time Emergency Management is the majority of her time. In May this would be more the lake. Rebecca is not sure revenues at the lake would cover the costs for an individual to run the lake. There is more to this than running the campground. Chairman Farnsworth asked about the time on the grants. Rebecca said the main one is due in January but it depends on the grant. Chairman Farnsworth said an individual may want this as a part-time position. Would be busy during the summer but taper off the rest of the time. This would also eliminate benefits.

[5:22:32 PM](#) Chairman Farnsworth said maybe stay the way it was now but find a way to differentiate between the two funds. Discuss the way the portal works. Commissioner Hancock mentions they can track time somehow. Discuss may need to bring this into Marilyn before they decide.

[5:29:45 PM](#) Chairman Farnsworth said they could still do this the way they have but thinks they need to document the hours. Chairman Farnsworth just wants to try and keep this separated as much as they can. Rebecca asked about anything else on this position. Commissioner Hancock thinks the majority of this needs to be the lake. Commissioner Martinez asked if they could make this seasonal. Chairman Farnsworth said not at this time the fall time will be when they work with emergency management. Commissioner Hancock mentions he has had calls on keeping the lake open longer. Paul mentions it is a cheap spot cannot stay in any other RV parks for \$15 a night. Rebecca said the lake is accessible during the winter. The gates are just locked so they have to park in a different lot and walk in.

## **COMMISSIONERS**

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

[5:38:17 PM](#) Chairman Farnsworth said they will postpone this executive session to the next meeting.

[5:39:17 PM](#) **Motion by Commissioner Hancock to adjourn at 5:41. Second by Commissioner Martinez. All in favor – aye. Motion passed.**

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*Chairman of the Board*

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

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

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

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

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