

Jefferson County Commissioner Meeting Minutes
June 25, 2012

Meeting called to order at 9:00 am. Those present are Chairman Karren, Commissioner Hegsted, Commissioner Raymond, Jim Boulter, Tammy Adkins, Mitch Whitmill, Cody Taylor, Naysha Foster, Kristine Lund, Blair Olsen, Robin Dunn, and Christine Boulter. Emily Kramer is clerk of the board. Naysha Foster gave the Pledge of Allegiance and Commissioner Raymond gave the prayer.

ELECTED OFFICIALS & DEPARTMENT HEADS

• **STAFF MEETING**

Robin asks Tammy if the probation building rental is working out. Tammy feels the building has been a good thing. She mentions they still don't have a group room so that has been a problem. Cody has a couple of BOE's scheduled for July 9th. Chairman Karren mentions that our district meeting is July 25th. Robin thinks we need to do an article on taxes. Cody mentions maybe Kristine should write a letter to discuss where tax dollars go. Cody mentions that she'll be in Boise the week of the district meeting. Cody will provide values on personal property for the district meeting. The Sheriff's Office is gearing up for the week of the fourth with the lake, Menan, and Hamer events. Jim wants to know what we are going to do about the dead animals on the road. Robin asks to put dead animals on the agenda for July 23rd. Naysha mentions that she has been pretty busy and that a code enforcement employee would be nice. Commissioner Raymond asks how the sprinkler system issue is going. Jim says it is still a problem. Chairman Karren asks the Commissioners if they want them to research a code enforcement officer and come up with a plan. Naysha mentions that she'd like to see a way to have the money paid right to the county instead of going through the state. Robin says a criminal citation with restitution would be an option. Sheriff says we made progress last year on the sprinkler issue. Mitch mentions that there is a statute on water on the roads. Chairman Karren asks Naysha to head it up. Chris is working on the budget. Mitch mentions that he does some contract spray work for private individuals if they can't get a commercial applicator to do the work. Mitch asks private individuals to contact the applicators and if they won't come out, the Weed Department will spray. Mitch said they are not able to spray when winds reach 10 mph. Mitch mentions on July 11th the levee project will begin. Mitch says state funding is drying up and we may have to talk to the flood district on how to fund future projects. Commissioner Hegsted asks if Mitch is involved with invasive species. Mitch says he's certified on decontamination. Mitch mentions he's had discussion on manning a station at Sage Junction. Mitch mentions they have caught quite a few mussels on boats. Commissioner Hegsted asks if Mud Lake is a concern. Mitch says yes it is a concern and he is monitoring it. Commissioner Hegsted asks if the Snake River is a concern. Mitch says yes, but the lakes are a primary concern. Mitch says they have not found any in our state, but last year they intercepted a dozen boats. This year they have already intercepted fifty boats. Chairman Karren asks if everyone is good with the changes on the cell policy or if more changes are needed. Everyone is okay with it.

Chairman Karren signed a letter to EIPHD approving their FY-2013 operating budget of \$6,431,153 with Jefferson County's portion of the budget of \$112,866.

Lynn Seymour – TRPTA

• FUNDING FOR TRANSPORTATION – LOCAL MATCH

Lynn discusses TRPTA and that Rigby is in an interesting position. Lynn mentions that there are 8 people who they transport to Idaho Falls. Lynn mentions that through the 5307 program she has access to one million dollars, but cannot touch the money because they need a local match. She mentions problems with the Medicaid brokerage system. We can no longer build up the service. She discusses that with the rural program and 5307 program, Medicaid can be used as a match. Lynn mentions that the buses they use cost \$80,000 each and are fully ADA accessible. Every vehicle has 2 wheelchairs available and is able to be used for emergency response. Lynn mentions TRPTA is interested in working with Rigby and they are trying to do community assessment needs. Lynn says they take 8 people and 6 are AMR. AMR is not paying their share of the costs. Lynn says we haven't pushed the service it costs \$50 an hour to operate. Lynn mentions that this is a growing corridor. Lynn asks the commissioners if they want TRPTA to develop a commuter run to get people to the grocery store and the doctors. Health and Welfare really wants TRPTA to provide services from Roberts to Idaho Falls to go to the doctor offices and grocery stores. Lynn asks if we know of anyone for them to talk with in reference to Roberts. The commissioners mention the city. Lynn says they are trying to stress it's a system. Lynn mentions that they have been trying to get their legs under them for 5 to 6 years. Commissioner Hegsted asks who they pickup from Jefferson County. Lynn says they have 8 people they take every day and they charge \$4. Lynn says they the potential for more is there, but they have not advertised the service. Commissioner Raymond asks if they are federally funded. Lynn says they operate under the federal urban 5307 program and the IDT rural program. Lynn says just because we are not providing significant service today, she wants the commissioners to think about what it will look like in the future. Lynn mentions she thinks two times a week might be an option. Leaving at 10 am and returning at 1 pm. Lynn hopes to have more discussions in the future.

PROBATION – TAMMY ADKINS

• RECORDS RETENTION

Tammy mentions that she has been told to keep all of the juvenile and adult case files for 7 to 10 years, but with the new policy that the commissioners are considering they would only need to be kept for two years. Tammy is asking for permission to destroy the records dating back two years or more. Tammy mentions she will be able to eliminate the storage facility she is currently renting which will save money. The Commissioners agree that once they approve the resolution on the records retention manual they will approve.

Motion by Chairman Karren to authorize the destruction of juvenile and adult cases Resolution No. 2012-11 pending approval of the records retention manual resolution. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

LYNN WOOD

• GRAVEL PIT AT MONTEVIEW

Lynn Wood farms the gravel pit at Montevue and is wondering if the gravel pit is for sale. If the gravel pit is for sale Lynn Wood would like to make an offer.

Commissioner Raymond mentions that he discussed with Lynn Wood that the gravel pit is probably not for sale. Commissioner Raymond explains that at the BLM pit we are almost to our limit and about 25% is useable. Commissioner Raymond mentions that we do not know if we can renew the lease on the BLM pit. Commissioner Raymond discusses that a second issue is that it would have to go to public auction if it ever was put up for sale. Commissioner Raymond says that we have 67% percent left to utilize on the gravel pit. Commissioner Raymond says as Commissioners we are a little reluctant to let it go based on the limited resources and the status of the pits. Commissioner Raymond mentions that if there is some land to do a land swap they may consider it. Lynn Wood says the BLM administers the DOE site and our chance of having them turn us down is about nil. Commissioner Raymond says well he agrees with him, he would want to have an agreement with the BLM before releasing the resources that we have. Commissioner Raymond asks if there are any other areas out there to develop a gravel pit. Lynn Wood says that whole desert is under laid with gravel clear from the hot springs to Dubois. Lynn Wood asks if we would be interested in leasing the gravel pit. Chairman Karren says then again it would be using up our resources and the liability. Lynn says he realizes that we have a big liability and he would handle it a little differently then what we have. Lynn mentions that occasionally a biker will go down in there and the shooters really utilize it. Lynn mentions that just yesterday there was a group there shooting. Chairman Karren asks how Lynn feels about calling the Sheriff's Office when they are there. Lynn explains that he would be reluctant because the people that utilize it are his neighbors. Commissioner Raymond asks if it is gated and locked and if there are no trespassing signs. Jim says yes. Lynn mentions that the farmers resent not being able to go there and get some gravel. Lynn says if he leased it he would put an outfit in there to charge a little bit to load. Lynn mentions there is not a big amount of gravel utilized out there. Lynn mentions it does have a bad weed problem and the county has sent an outfit out there with 4-wheelers. Lynn feels the gravel pit needs to be sprayed by an airplane. Lynn says there is a knapweed problem and it is an ideal area for them to grow. Commissioner Raymond asks about the weed department. Lynn says yes they have been out there, but it has been done on 4-wheelers. Lynn feels to really do a good job it needs to be done on airplanes. Lynn explains that it isn't being farmed right now and he would like to farm 17 acres. Lynn says the weed problem is in the pit itself and around the bank. Commissioner Raymond asks if there is any land that he could utilize as a private gravel pit or any land that we could do a land swap. Lynn mentions we would have to have an 80 or a 160 to do a land swap. Commissioner Raymond wouldn't mind checking with the DOE on the lease agreement and not doing anything with our pit until something was in place. Lynn asks if it would be okay to lease the 17 acres since he used to. Commissioner Hegsted asks how much he paid. Lynn says he didn't pay anything. Chris mentions that Larsen Farms pays a small amount. The Commissioners are okay with Lynn leasing 17 acres to farm using his pivot and hand lines. The pivot would irrigate 60% of the 17 and the hand lines the other 40%. Chris mentions that the lease would be the same as what we do with Larsen Farms. Lynn says he's not really interested in the gravel pit, but down the road he'd be interested in purchasing it if it becomes available. Chris says that Larsen is paying \$48.31 an acre. Commissioner Raymond mentions at the same rate as Larsen it would cost \$821 a year for 17 acres. Chris mentions she bills in advance for the crop season.

Motion by Commissioner Raymond to lease the 17 farmable acres in the Montevue area for a total of \$821 beginning crop year 2013 and renewable every year. Second by Commissioner

Hegsted. Roll call taken. Raymond – aye. Hegsted – aye. Karren – aye. Motion passed unanimously.

SOCIAL SERVICES – EMILY KRAMER

- **EXECUTIVE SESSION 67-2345(D)**

Motion by Commissioner Raymond to go into executive session at 11:14 am pursuant to Idaho Code 67-2345(D). Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

Moved back into open session at 11:25 am.

Motion by Commissioner Raymond to deny #2012-47 for voluntarily unemployed, to deny #2012-58 for lack of information, to deny #2012-60 for lack of information and incomplete application, to deny #2012-61 for lack of information, to deny #2012-62 for non emergent and ability to pay, and to approve #2012-30 pending medical review. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

LUNCH

COMMISSIONERS

- **PARKS & REC, CIVIL DEFENSE 2013 BUDGETS**

Emily presents the Parks & Recreation budget and the Civil Defense budget. Emily starts with the Parks & Recreation budget. Emily reminds the Commissioners that the lake is self-funded through user fees and that the department does not collect levy dollars. The user fees also go towards the Mike Walker Boat Ramp. Emily explains that she has added a grant line and a match line in case a grant is awarded. Emily mentions that the civil defense budget is grant funded and the lines are adjusted based on the grant amounts. The salary line is a 50/50 match. Emily mentions that we have additional money available with the EMPG grant, but we have never been able to match it so we do turn money back.

PUBLIC WORKS – JIM BOULTER

- **ROAD & BRIDGE, SOLID WASTE 2013 BUDGETS**

Jim presents the budget for Road & Bridge. Jim moved some personnel around because their status changed. Jim moved some more money from revenue road and bridge to the special fund. Jim moved some money for oil. Jim explains that next year he will need money for upgrading the building. Jim mentions that next year he will need to do a match for the impact fees. Jim discusses his leases. Jim mentions that his numbers are the same as last year in both the Road & Bridge and Solid Waste budget. Discussion is held on what funds Road & Bridge. Chris mentions that sales tax funds went towards Road & Bridge last year. Chris asks if the revenue coming in from the county contracts for solid waste is going to change. Jim says he's on the agenda to discuss the contracts.

SHERIFF – BLAIR OLSEN

- **2013 BUDGET**

The Sheriff goes over the revenue sheet. The Sheriff hands out some bar charts. The Sheriff mentions that he has good people with a lot of experience and a desire to serve the people. Sheriff mentions that they are doing as good a job as other entities around us with less people. The Sheriff is asking for a salary increase of 5%. The Sheriff added the patrol deputy line back in that was lost last year that can be used for the nuisance calls. On the driver's license clerk he's proposing a change from 70 hours to 80 hours. The Sheriff is requesting to move the other driver's license clerk up to a 35 hour work week. The Sheriff is requesting a dispatch position because of the demand on services. The Sheriff has increased the utilities-telephone line to upgrade the equipment in the office. The Sheriff has increased the utilities-electricity line. The fuel line was increased because of cost. The repairs/maintenance-communications has been increased because of the narrow band requirements. Under the Computer Arts contract the Sheriff increased the line to upgrade software, but would like to decrease it to \$20,000 since he can manage for another year. The Sheriff added a capital – vehicles line for four vehicles. The capital-office equipment line was increased to replace some office equipment. The jail budget reflects a 5% increase on salaries. The Sheriff also added a **cpl.** jail line to maintain the bailiff that was hired through the JAG grant this year. The Sheriff mentions they have been averaging over 80 a day for out of county inmates. The Sheriff increased the jail janitorial, jail food, jail medical, jail repairs, and jail supplies lines. Commissioner Hegsted asks what revenue increases can be projected. The Sheriff says revenue has doubled from last year. The Sheriff mentions that he is proposing an increase in salaries because he has good people with tenure and the vehicles are needed.

CLERK – CHRISTINE BOULTER

- **MAGISTRATE COURT 2012 BUDGET**

Behind on the agenda, in order to catch up, Chris will discuss another day.

- **2013 GENERAL BUDGET DISCUSSION**

Chris mentions that \$189,365 is all we can increase the levy to keep it in the 3%. Next year we are going to have to backdate on the values. We have \$1,139,268 in new construction deductions. Chris mentions that we have a policy of a \$1,000 credit card maximum limit, but a department has requested \$2,500. Commissioners would like to visit with the Extension office on this issue.

Motion by Commissioner Hegsted to approve a \$1,000 credit card maximum limit for Jon Hogge and to set a maximum credit card limit for Lorie Dye at \$1,000 to be in line with all county departments. Roll call taken. Raymond – aye. Hegsted – aye. Karren – aye. Motion passed unanimously.

PLANNING & ZONING – NAYSHA FOSTER

- **DEVELOPMENT AGREEMENT – TETON PEAKS**

Naysha presents the development agreement for Teton Peaks that Dunn Law Offices drafted. The agreement is just so we can issue them a building permit. The Commissioners want to do what is right. Merle mentions that FedEx is very insistent on doing their development. They will buy the property and apply for the building permit. Naysha mentions when we amend the subdivision we can have both names on it. The Commissioners agree to the sum of \$1,000 for the liquidated damages clause.

Motion by Commissioner Raymond to accept the development agreement between Jefferson County and H & W Development relative to the property known as Teton Peaks Industrial Park with a \$1,000 liquidated damage clause. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

COMMISSIONERS

- **POLITICAL SIGN ORDINANCE**

Chairman Karren mentions that the political sign ordinance is difficult to enforce. Discussion held on the ordinance. The commissioners agree to revisit in the future.

- **PEDDLERS & SOLICITORS ORDINANCE**

Chris asks them what kind of fee they would be interested in setting for peddlers and solicitors. Commissioners suggest a \$500 annual license fee for peddlers and solicitors. For the bond for solicitors, the Commissioners suggest \$1,000 and they always have to have a bond in place. The Commissioners ask Chris, Naysha, and Emily to continue to work on the proposed edits to the ordinance. The commissioners will revisit in the future.

Eastern Idaho Public Health Jefferson County Office submitted their third quarter 2011 report.

- **HR AGREEMENT WITH IDAHO DEPT. OF CORRECTIONS**

The Commissioners sign the human resource agreement between the State of Idaho, Department of Correction St. Anthony Work Camp and Jefferson County.

- **RECORDS RETENTION RESOLUTION**

Motion by Commissioner Raymond to adopt Resolution No. 2012-10 adopting the IAC Records Management Manual and Record Retention Schedule. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

- **NOXIOUS WEED CONTROL AGREEMENT**

Motion by Commissioner Hegsted to accept the noxious weed control agreement between the County and the Idaho Transportation Department, District Six. Second by Commissioner Raymond. Motion passed unanimously.

- **CLAIMS**

Motion by Commissioner Hegsted to approve the claims dated June 12, 2012 through June 25, 2012 to total \$396,666.94. Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

- **COMMISSIONER MEETING MINUTES**

Motion by Commissioner Raymond to approve the minutes of June 11, 2012. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Raymond – aye. Karren – abstained because she was not present on that day. Motion passed unanimously.

PARKS & REC – EMILY KRAMER, WEED DEPARTMENT – MITCH WHITMILL

- **4-WHEELER PURCHASE**

Mitch explains that he has a Honda Foreman 4x4 4-Wheeler with 1,736 miles. He took it to the dealer and they valued it at 1500 – 2100. Emily mentions that she would like to buy the 4-wheeler from Mitch for the Camp Host for \$1,750.

Motion by Commissioner Hegsted to authorize the Parks and Recreation Department to purchase the Weed Department 4-wheeler for \$1750. Second by Commissioner Raymond. Roll call taken. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

Mitch asks for approval to purchase a new four-wheeler using the same bid as before.

Motion by Commissioner Raymond to approve the weed department’s purchase of a Suzuki ATV for \$8,400 from Action Motor Sports. Second by Commissioner Hegsted. Roll call taken. Raymond – aye. Hegsted – aye. Karren – aye. Motion passed unanimously.

- **VENDOR PROPOSALS**

Motion by Commissioner Raymond to accept the vendor proposal for the Rigby Snack Shack at an annual fee of 10% of gross. Second by Commissioner Hegsted. Roll call taken. Raymond – aye. Hegsted – aye. Karren – aye. Motion passed unanimously.

Motion by Commissioner Raymond to accept the vendor proposal for North Shore Hawaiian Ice at an annual fee of \$500. Second by Commissioner Hegsted. Roll call taken. Raymond – aye. Hegsted – aye. Karren – aye. Motion passed unanimously.

MATT BRYANT

- **TAX CANCELLATION**

Matt Bryant has recently gone through an appraisal on his property. Matt brought in the appraisal and it was determined that there was a square footage difference from the appraiser’s office file of more than 800 square foot difference going back to 2008. Matt is requesting given the square footage difference that there be a reimbursement of taxes paid dated back to 2008. Jalene explains that the original appraisers measured it in March of 2007 and it went on the rolls with too much square footage. The 2012 revised value is with the correct square footage. Chairman Karren asks if he would have known about the square footage before. Jalene says no. Commissioner Raymond asks if there was any discrepancy between his original appraisal back when he purchased it in 2008 and the appraised value with the county. Commissioner Hegsted asks if the square footage is on the assessment notice. Cody says no. Matt says the square footage was volunteered at the time he questioned his value. Cody explains that when they were drawing they went out instead of coming back in. Commissioner Hegsted asks is there any way a taxpayer knows the square footage of their house. Cody says no. Commissioner Hegsted asks Matt Bryant how much the county has overcharged him. Matt says he hasn’t run the numbers. Kristine discusses her calculations with him. Matt agrees with it.

Motion by Commissioner Hegsted to reimburse Matt Bryan owner of parcel #RP006860010170 for \$1,365.31 because he was inaccurately assessed from 2008 through the end of December 2011. Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

CARLOS APONTE

- **HEALTH INSURANCE REPORT**

Carlos distributes the May health insurance report. Carlos explains we started a downward trend in costs in January 2011. Carlos mentions we have \$548,000 in the Veba Account. Carlos explains that we are at a 41% lost ratio. Carlos says this is money that would have gone to the insurance company if we were not self insured. Commissioner Hegsted asks what a month premium is. Carlos says about \$100,000. Carlos mentions we should have the Blue Cross renewal in about a month.

CLERK – CHRISTINE BOULTER

- **EXECUTIVE SESSION 67-2345(B)**

Motion by Commissioner Hegsted to go into executive session at 4:34 pm pursuant to Idaho Code 67-2345(B). Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Raymond – aye. Karren – aye. Motion passed unanimously.

Moved back into open session at 5:01 pm.
Discussion had on a concern made by a citizen.

Commissioners direct Chris to respond to the interested constituent explaining to him that the Commissioners met in executive session and they are willing to discuss any issues he/she may have, but they would first like him/her to meet with Robin Dunn. If there are any additional issues after meeting with Robin, they would like to set up a time to meet in executive session.

ATTORNEY – ROBIN DUNN

- **EXECUTIVE SESSION 67-2345(F)**

Motion by Commissioner Hegsted to go into executive session at 4:58 pm pursuant to Idaho Code 67-2345(F). Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Moved back into open session at 5:19 pm.
Discussion held on pending litigation.

Commissioners reiterated the fact that they would like all media requests of their departments and the board to be directed to Emily Kramer, PIO. Emily has been directed to email questions of the board to all three commissioners and they will individually respond. For the other departments under the commissioners, Emily has been directed to email the questions to the department head to obtain a response (as referenced by previous memorandum dated April 9, 2012).

Meeting adjourned at 5:20 pm.

Chairman of the Board

Clerk of the Board

County Clerk