

Jefferson County Commissioner Meeting Minutes
April 22, 2013

Meeting called to order at 8:46 am. Those present are Chairman Raymond, Commissioner Farnsworth, Jim Boulter, Christine Boulter, and Casey Bingham. Emily Kramer is Clerk of the board. Casey Bingham gave the Pledge of Allegiance and Commissioner Farnsworth gave the prayer.

DEQ called and cancelled. They will reschedule.

Road & Bridge – Jim Boulter

• **Bid Opening – Bridge Structure – 266 N 3900 E**

No bids came in.

Commissioner Hegsted arrives at 8:51 am. Robin Dunn arrives at 8:52 am.

Commissioner Raymond explains that we have no bids. Commissioner Raymond asks Robin what we can do. Robin says if we have no bids, we can solicit bids. Robin advises that the commissioners can decide free of any constraints because no bids were received by 8:30 am. Robin advises that he would still take the lowest responsible bid.

Recess at 8:54 am.

Farrell called and he will be arriving at 9:15 am.

Motion by Commissioner Hegsted to amend the agenda at 3:00 pm to add GIS to discuss School District #251 Shared GIS Services which was discussed at the last meeting because DEQ cancelled. Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Farnsworth - aye. Raymond – aye. Motion passed unanimously.

Motion by Commissioner Hegsted to amend the agenda at 3:30 pm to move Robin Dunn's executive session 67-2345(F) up from 5:30 pm because DEQ cancelled. Second by Commissioner Raymond. Roll call taken. Hegsted – aye. Farnsworth - aye. Raymond – aye. Motion passed unanimously.

Farrell Steiner – Searle & Hart

• **Status Update on County Audit**

Farrell said we have a couple of things that are unique on the financial statements. He will be coming Tuesday and Wednesday to finish up and he will get the commissioners a draft before reporting at the next meeting. Farrell states we have the bond refunding where we retired certificates of participation. Farrell says we have to make adjustments on the financials which will show the debt on the old bonds and will show the debt on the new bonds. He has to adjust for all of the closing statements. Bonds payable and amortized premiums will be adjusted for the period of the old bonds. Farrell says he spent quite a bit of time in the Sheriff's Office. Farrell went through the civil process account which is similar to other counties. He found the accounting program has a small flaw, the bank reconciliation only prints off the bank and not the bank and book. Farrell got online and the whole reconciliation is on the computer, but it doesn't print. The civil deputy is going to talk with Computer Arts. Farrell went through the drug

account. There are two pieces. One is cash and there is about \$600 to \$700 and at the end of the year there was about a \$1,000. They have a ledger, the officer signs for it, everything ties to the ledger. They also have a drug dog account and the only money running through that is veterinarian bills and some training. The Sheriff asked Farrell if the account should be combined. Farrell suggests keeping the accounts separate because there were donations for the drug dog that came in. Farrell feels it would be hard to account for donations if the account is combined. Farrell mentions there is a checking account tied into the drug money. There is little activity. On average there was \$200 in that account. They told him most of their activity is linked in with other agencies. There was some more money at the end of the fiscal year because of car sales. Farrell went through everything for the fiscal year and doesn't feel there is anything unusual. Farrell went through driver's license and it is pretty straight forward. The only question is the turnover, Farrell wanted a good breakout and a ledger and it has been changed. Chris says yes, it's coming in and signed for. Farrell mentions he looked at the Probation Office and the controls are in place. The grant documents look like she has a good accounting. Farrell says the Sheriff's Office went to a new commissary system and the company runs it. The only issue is they have the commissary and inmate money. The inmate money is like a trust fund and they keep track and pay out when the inmates are released. The inmate money is okay, but he doesn't feel like they know how to use the accounting for the new commissary system. Farrell feels the person handling it now is maxed out and needs more training. Farrell talked to the Sheriff and he may shift the position to another employee and then train them. Chairman Raymond says on the jail inspection the inmates said they really like the system. Farrell says in his review he verified if the person was in jail at the time they incurred expenses. Farrell is looking at a couple areas in the Treasurer's Office. One is on the tax collector account which is like an agency fund. Its money we collect from property taxes and sits in the account until it's dispersed. There was \$50,000 that was in the account up and above what the prepay taxes are. The Treasurer is looking to figure out where that comes from. Farrell says she collects money that comes in for fees and warrant of distraints. Farrell needs to determine where the money is from since it may need to be apportioned out. Farrell says the issue that they were working on from last year still has \$28,000 which the bank is lower than what the system is showing in the books. Farrell says there is a reconciling that needs to be cleared because it hasn't been resolved. Chairman Raymond says when you get to that point who do you work with. Farrell says he needs to sit down with her and she has talked to Computer Arts. Farrell says she knows what the prepaid taxes are, but the money is extra. Farrell says he has a couple questions on taxes receivable. We have the Road & Bridge and Special Road & Bridge, is the Special Road & Bridge a sub account of Road & Bridge or a separate account. Farrell says the receivable is sitting in Road & Bridge, but the Special Road & Bridge is where all the collections are going into. Farrell says there is a negative receivable and a \$600,000 receivable. Chris says you really have to keep them as separate funds because one pays out to the cities and the other doesn't. Chris says this year we were okay because we only levied in the Special Road and Bridge. Chris says this year she treated them as two funds, but computer arts says we don't treat them as two. Chris says if you don't do them as two you have to do them as a sub account. Farrell says right now if we have two separate accounts we have to do a journal entry. Chairman Raymond suggests calling the Tax Commission. Farrell says he will call them this week. Farrell says a separate account is okay, but it's the computer system. Farrell says for Public Works at the end of 2012 we were treating the oil tank as an operating expense. The beginning of this fiscal year we are setting up the enterprise fund to keep track of the product and charging enough for the

usage to replace the tank in the future. It was a county asset last year but moved to a separate fund. Farrell says the only other weakness is the claim forms. Farrell pulled a sample and looked all items over the level materiality set. Farrell says as he went through them he doesn't have too many questions, but took a sample of reimbursement checks. Farrell says in most cases, claims are missing the documentation of how the number came up or a signature from the department head. The Weed Department was right on. Farrell says we need more documentation with the claims. Farrell says he will email some information from the IRS. Farrell suggests a form that breaks it out. Farrell says if a lost receipt, we should have approval from the department head and something written saying there is a lost receipt. Farrell feels we need to strengthen the controls. Chairman Raymond says they addressed some things but that it won't show until this year. Farrell says the big grants, he went through the Parks & Recreation grant and it was well documented. Farrell says he found out this year that PILT money is considered federal for the single audit. Farrell has to look at the PILT fund and the expenditures. PILT money can be used for any governmental purpose and there is no testing, but he has to account for it. Farrell says its extra reports on the back of the audit. Farrell says he's looking at the tax collector account and the question on the tax receivable. Farrell is planning on having the audit wrapped up in the next couple of days. Chairman Raymond thanks Farrell for his attention to detail. Chairman Raymond asks if the information that they encouraged Computer Arts to make available, has been helpful. Farrell says it's been helpful. Farrell says in the future he'd like to do a lot more during the summer since he's able to look at it in his office. Chris says Farrell has been very good to work on. Chris says he really keeps her in line and maintains his role. Chris appreciates the time that Farrell has taken. Chris mentions that Louise has been really good to work with as well. Farrell says he will catch up with Robin. Robin nods in agreement.

Recess at 9:54 am.

Commissioner Hegsted steps out.

Motion by Commissioner Farnsworth to amend the agenda at 3:30 pm to add an Executive Session 67-2345(B) under Tammy Adkins. Second by Chairman Raymond. Roll call taken. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Commissioners & Elected Officials

• Staff Meeting

Robin says you will be receiving your budget paperwork today. Let's try to get everything done in a timely manner. Robin thinks everyone is doing a good job to the best of his knowledge. Commissioner Hegsted arrives. Jim says the bridge on 3900 is all removed and the guys are prepping for footings and abutments, the bridge on 550 N has been repaired for the season, the bridge out at Mud Lake we poured footings, the two large culverts we are going to shotcrete on Wednesday or Thursday, the one in Menan we are going to hold off on. The culvert on 3800 we are going to dig out the ends. The bridge on 3500 we are waiting on the engineer. The bridge decking piece on Heise has been repaired. Jim says the dirt roads they tried to build, they are holding off on blading because there is no moisture. Commissioner Hegsted asks about the scrubbing on County Line because of the letter to the editor. Jim says on County Line we had a few dollars left in our scrubbing budget last year and we filled the dips. We will finish scrubbing

that road and he would like to chip seal it. Jim explains that scrubbing is just to get us by. Jim mentions that Emily needs to contact him about the water at the lake and that more paperwork needs completed. Lorie asks was 3800 part of the school bond. Jim says he has it slated for scrub and chip seal. Jim says it's not part of the school bond. Chairman Raymond says you will see some changes on that road, but it will end at their driveway. Jim says 4100 needs widening because of the school. Commissioner Hegsted says a new BST road is from the Loft to 100. Jim says a BST road will hold up and the base is the key. Scott says the last rainstorm that we had Lorie called him and the rain was coming in the building. Scott explains that there is a little overhang that needs repaired and the water is coming in. Scott has stabilized it for now and he is going to get it fixed. Scott says he normal is 3 shingles and he counted at least 5 shingles. Mitch says its business as usual. He's finalizing a couple pieces of equipment. All his personnel this year are starting May 1st instead of the end of May. Mitch says he has an additional truck so there will be 3 out on the roads. Mitch says they are going to start in Mud Lake and Mitch mentioned he'll be working with Road and Bridge. Jim says to let him know when Mitch will be starting and he'll follow behind. Mitch says he's planning on starting May 1st. Mitch would rather see Road and Bridge start mowing the end of May to give it some time. Mitch says he just came back from Las Vegas on Level II boat inspector training. We have now red pointed Lake Powell as an infested lake. Mitch says eventually everyone will have mussels. Mitch says the Asian carp and snakehead fish are two of the main species that have been introduced in the lower region. They are moving in. The invasive species will wipe out the native species. The mussels are reproducing monthly. Chairman Raymond asks Mitch about weed control at the Mud Lake Health Office. Chairman Raymond asks if they sterilized it. Mitch said they just sprayed and didn't sterilize it last year. Commissioners say go ahead and sterilize it this year. Cody says they just finished up the applications for the circuit breaker program. They had 409 applicants with 41 new. The new legislation is affecting her office. The personal property exemption that comes through, Cody is going to training tomorrow in Rexburg on how to do it. Cody says it's going to be quite a bit of work for Computer Arts to set up. On the site exemption the legislation made some changes, Cody isn't sure how much that will affect us. Cody asks if the commissioners got an email for the BOE training. The BOE training is May 22nd in Idaho Falls. Chairman Raymond asks about the personal property exemption. Cody says those who are exempt have to fill out the form every 5 years. The forms will be generated by the State. Any item less than \$3,000 does not have to be reported. Tammy felt that the training that the Sheriff's Office did was very beneficial. Tammy says they are looking at getting some glass at the front counter and locks on the side doors for security. Chairman Raymond asks if everyone feels it was beneficial and how often should it be done. Everyone agrees annually. Tammy asks if there will be a standard evacuation plan for the courthouse. Commissioner Hegsted says we will need to work on a standard and then allow department heads to make it more specific. The commissioners say they will work with the Sheriff. Naysha says last April we issued 14 building permits and for this month we are on track for 17 so far. Naysha said they got 7 last week. Ririe presented their impact area agreement, they made a few changes. Menan amended theirs. Naysha said they'll be seeing them come up. Naysha is prompting the P and Z Commission to review the comp plan. The City of Rigby is also amending their comp plan and they wrote a letter asking for it to be reviewed. Chairman Raymond says he attended a meeting with Valleywide and they would like an estimated tax. Cody says they will need to visit with Dave Kinghorn and he can estimate a value and Kristine can estimate the tax. Kristine says today is tax deed hearing today. We have it whittled down as far as we can go. Kristine says they hired a

part time employee. Chairman Raymond asks if an hour will be enough time for Kristine today. Kristine says she doesn't know of anyone who will come in so yes it should be fine. Lorie thanks Scott because her lawn looks really great. The 4-H season has started. Lorie says they are avoiding the helmet rule with a parent's signature for another year. Lorie says they didn't come to the courthouse training and the Sheriff's Office is going to conduct a different type of training for them. Lorie says they support the tail dock rule. Kristine asks what the tail dock rule is. Lorie says the rule requires when you dock the lambs tail for it to be longer. Commissioner Farnsworth says he went to a social services conference last week. He learned some more about indigent services. Commissioner Farnsworth said he's had the normal calls on intersections, trees, etc. Jim asks when people to call to have them come to the Road and Bridge office to a fill out a concern form and then the concern will be investigated. Mitch says if someone has an issue he has a form as well which is unanimous. Emily reports that weather dependent the lake will be opening the weekend before Memorial Day as normal. We planted 30 trees that were donated, have been watering them, and we staked them. Commissioner Farnsworth said he made his first trip to the lake and it is a lot nicer than people think.

- **Clerk – Quarterly Report**

Chris says she doesn't feel any department has a problem today. We have no extra cash flow. We don't have enough money to carry over next year. We have the personal property tax exemption and no new construction. Chris mentions that with no extra money, a higher PERSI fee going into effect in July, the insurance with the Obama plan we are not sure of, we have a higher work comp next year, we may have to RIF, the Pacific Corp judgment came in and they were able to get money back from their taxes, lots of things out there. Chris says if we lose our PILT money the dollar number is about the same as our courthouse payment. With these facts, Chris wants department heads to retain their budget and freeze them. Chris mentions that department heads should consider what can be cut.

- **Present 2014 Budget Worksheets**

Chris passes out the budget worksheets. Chris asks how many were in when they watched the IAC training on budgets. Chris says without cash there is no budget. Chris passes out the cash liability form to departments outside the General Fund. Chris says there is only one deficiency because of a grant at the bottom. Chris passes out the report showing the funds that we do budget for. Chris says there are a lot of things that go into the 3%. Chris says the tax receivable is still coming to play. Chris says it's very unfortunate that she can't give the Road and Bridge accurate numbers. Chris passes out the budget statistic summary. Chris says the budget statistics summary is still questionable. Chairman Raymond says the junior college fund they are working with the state legislation on. Chris says we are going to go over that fund, the dollars aren't levied, they come in from the liquor fund, and we will probably have to open the budget because of unforeseen circumstances. Mitch asks about Obamacare. Chris says part time employees may have to be on total care. Chris believes that the county insurance will still be effective, but it depends on where the thresholds are with the incomes. Mitch says he's planning on not filling two seasonal positions. Chairman Raymond says he appreciates everyone and their employees.

Evan Tibbott

- **Hardship Exemption – Property Taxes**

Mr. Tibbott got his notice earlier for circuit breaker. He's been on it for about twelve years and missed it this year by one day. The Assessor's Office advised him to go through this process. Mr. Tibbott is on a limited income. Cody says he did come in a day late. The Assessor's office sent a reminder letter, but we are bound by our deadlines and they suggested he contact the State Tax Commission. The State Tax Commission suggested he apply for a hardship. He picked up an application from the Clerk's Office and was supposed to bring back a completed application. Cody introduces Virginia who is the circuit breaker expert and commends her for doing a great job. Mr. Tibbott hands over his application for the hardship exemption. Mr. Tibbott receives an annual income of about \$11,000 with social security and pension and then they deduct his medical insurance from that. Cody says in the past the circuit breaker has paid all of his taxes. The only thing he has to pay is the solid waste fee. Cody says when we did this before we took the value off. Chairman Raymond asks Virginia what the circuit breaker paid. Virginia says the circuit breaker paid \$704.24. He had to pay \$20.86 for the solid waste fee. Commissioner Hegsted asks about his 2010 income. Virginia says his 2012 annual income was \$10,800.06. Mr. Tibbott says it's the first time he missed the deadline. Chairman Raymond asks Mr. Tibbott to sign the application on the very last page and to have someone witness it. Chris offers to witness it.

Motion by Commissioner Hegsted to grant the hardship exemption for Evan Tibbott for 2013 tax year. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Recess at 11:27 am.

Social Services – Edidt Ramirez

- **Executive Session 67-2345(D)**

Motion by Commissioner Farnsworth to go into executive session at 11:32 am pursuant to Idaho Code 67-2345(D). Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Farnsworth - aye. Raymond – aye. Motion passed unanimously.

Moved back into open session at 11:43 am.

Motion by Commissioner Hegsted to deny #2013-48 for lack of cooperation, to deny #2013-49 for lack of cooperation, and to approve nonmedical application #2013-01 for \$750. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Lunch

Treasurer – Kristine Lund

- **Tax Deed Hearing**

Miguel and Imelda Hernandez, RP005480030040, delinquent for \$1,103.60 for 2009. Kristine has not talked to the owners, but they did receive the notices. Kristine recommends waiting nine

months to sell. Commissioner Hegsted asks Kristine to explain the process. Kristine says the Idaho Code allows a redemption period of up to twelve months from the ordering of the tax deed. The Commissioners have to sell the property within fourteen months from the tax deed to sell. Kristine says the owners have to pay all delinquent taxes and current year taxes.

Motion by Commissioner Hegsted to take a tax deed on RP005480030040 owned by Miguel and Imelda Hernandez for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Kelly and Jill Kienlen, RP006860010100, delinquent for \$497.64 for 2009. Kristine explains that they are currently in Louisiana. We have not heard from them. This is a lot in the subdivision.

Motion by Commissioner Hegsted to take a tax deed on RP006860010100 owned by Kelly and Jill Kienlen for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Raymond Frye II, RP006860010250, delinquent for \$489.64 for 2009. Kristine explains this is just a lot. Raymond lives in Oregon. We have had issues with addresses.

Motion by Commissioner Hegsted to take a tax deed on RP006860010250 owned by Raymond Frye II for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Boyoon Choi, RP007170020180, delinquent for \$820.84 for 2009. Kristine has not heard from Boyoon.

Motion by Commissioner Hegsted to take a tax deed on RP007170020180 owned by Boyoon Choi for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Rick Hancock, RP007520010160, delinquent for \$3,575.54 for 2009. This is a lot and a home. There is another individual lot with a nice shop. The lien owner foreclosed on the parcel with the shop and the power for the shop is on the home's lot. The lien owner has been in contact with Kristine. Kristine has recommended that the lien owner discuss with an attorney.

Motion by Commissioner Farnsworth to take a tax deed on RP007520010160 owned by Rick Hancock for auction the second Monday in January 2014. Second by Commissioner Hegsted. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Kurt and Kelly Jackson, RP04N39E141200, delinquent for \$2,078.42 for 2009. Kristine says they have 5 acres and a home. They know about it. Kelly came in and made a small payment.

Motion by Commissioner Hegsted to take a tax deed on RP04N39E141200 owned by Kurt and Kelly Jackson for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Darius and Noreen Andersen, RP04N39E219561, delinquent for \$280.45 for 2009. Kristine is trying to determine who owns the mobile home. Kristine has not talked with Darius.

Motion by Commissioner Hegsted to take a tax deed on RP04N39E219561 owned by Darius and Noreen Andersen for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Rosemary Toelcke, RP04N39E340612, delinquent for \$270.10 for 2009. Kristine has an Arizona only address. This property is a huge mess when she searched it. There is a party of interest that has been notified. There is litigation pending from 2004. Kristine would like assistance from legal counsel. Robin says he'll need a lot book before he can answer her questions. Kristine will order one.

Motion by Commissioner Hegsted to take a tax deed on RP04N39E340612 owned by Rosemary Toelcke for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Chad and Joni Jackson, RP05N37E335490, delinquent for \$467.14 for 2009. Kristine says they have two parcels that come up every year. She calls every year. The bank has paid the parcel that the home is on. She called on Friday and decided to let the bank pay it. Kristine says the bank did not pay on the parcel without a home.

Motion by Commissioner Hegsted to take a tax deed on RP05N37E335490 owned by Chad and Joni Jackson for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Jann Rasmussen, RP05N39E312423, delinquent for \$695.55 for 2009. Kristine says this year she is in the same situation. She has some issues with jobs. Last year she was able to get them paid. Kristine heard from her the first part of April and she made \$100 payment. She told Kristine that she intended on making payments. Kristine recommends if they are going to do a structured payment plan, we allow them to do it. If a tax deed was not put on the parcel, Kristine would meet with Jann and set up a payment plan. The commissioners table their decision for later in the day and ask Kristine to call the owner to discuss

Guy and Betty Mallo, RPA0040002016A, delinquent for \$1,208.18 for 2009. Kristine says she has had no communication. They did sign for the certified mailing. Kristine says supposedly there is a daughter living in the house, but she doesn't know for sure.

Motion by Commissioner Hegsted to take a tax deed on RPA0040002016A owned by Guy and Betty Mallo for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Arcelia Flores Garcia, RPB0175021009B, delinquent for \$192.23 for 2009. The owners' address is in Jackson. This parcel is for unimproved lots. Kristine says she has had no communication.

Motion by Commissioner Hegsted to take a tax deed on RPB0175021009B owned by Arcelia Flores Garcia for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Scott and Marie Hubener, RPE0222007001I, delinquent for \$2,214.46 for 2009. Kristine explains that Scott is deceased and Marie is living in Nampa. This is a rental home and she is living off of the rental income. Kristine tried to send a notice to the occupants of the home, but it wasn't delivered. Kristine says that after we take the tax deed, she would like to have a notice posted on the home. The owners inherited the home. There is no homeowner's exemption because this is a rental.

Motion by Commissioner Hegsted to take a tax deed on RPE0222007001I owned by Scott and Marie Hubener for auction the second Monday in January 2014. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Hegsted – aye. Raymond – aye. Motion passed unanimously.

Carlos Aponte

- **Health Insurance Quarterly Report**

Carlos was going to go over reports and bring in John Simmons to discuss the seminar they had, but with only a half hour he rescheduled John Simmons for next meeting. We're at a 63% loss ratio. We're on a downward trend on medical and on prescriptions we are staying flat. We have paid \$47,000 in large claims. Carlos says we are running exceptionally well. Carlos says we have \$418,000 in the Veba account. Commissioner Hegsted asks what our goal is. Carlos says our goal is to stay within 60 – 70% loss ratio. Carlos says we need some policies and procedures in place for seasonal and part time employees for the IRS. John is going to talk about being in compliance with Obamacare. It won't go into effect until our renewal. Carlos is trying to get Blue Cross to renew in December to give us some more time. Commissioner Hegsted asks about the potential penalties. Carlos says there are three penalties. One if you don't offer health insurance as an employer with 50 or more employees, the second if you don't contribute enough into the single premium, and third is if you don't offer minimum essential coverage which hasn't been defined.

Clerk – Christine Boulter

- **Storage Building**

Commissioners tour the election's office and the D-Mark room. Chris mentions that we need a storage building to house the maintenance equipment and supplies. Chris says Road and Bridge is willing to build a shed for cost and that it could be completed in a couple of weeks. Chairman Raymond asks for the storage building with all interested parties to be scheduled on the next agenda.

Public Works – Jim Boulter

- **Quarterly Report**

The commissioners review the bids that were received late for the bridge structure at 266 N 3900 E and ask Jim to provide his quarterly report. Jim says as far as expenditures go Road and Bridge is at 52% of the year for salary. B section is 63% for expendables. Vehicle fuel 62%, repairs maintenance 101%, rent lease 88%. C is at 37%. Overall is 54% for Road and Bridge. In special road and bridge it is at 6%. Solid waste wages 54%, vehicle tires 135%, landfill development 81%, rent lease heavy equipment 90%. B total is 58%. Overall is 51%. Chris says the revenues are in as projected. Highway user is in at 53%. Chris says the receivables are in over half. Jim asks if the commissioners have any questions. Commissioner Hegsted asks about the tailgate repair. Jim says an operator backed into a snow blower. Jim explains that equipment gets parked in different spots. Jim says that an operator on the phone can easily back into something that is not normally parked in that location. Commissioner Farnsworth asks where he was at. Jim says the solid waste yard. Commissioner Farnsworth asks if the operator was on the phone. Jim says he was just providing a hypothetical situation. Chris mentions we have received \$497,000 in receivables for Special and Road Bridge. Chairman Raymond asks if there is any need for equipment. Jim says they found a good buy on a trailer. Jim says they have 10 trucks and only 9 trailers. They found a used one in Utah for \$6,000 that they'd like to purchase. Jim hands out a bridge maintenance schedule. Commissioner Farnsworth asks if George will be out of 3/8th chip soon. Jim says yes he'll be about out, but they will be using 5/8th chip. Commissioner Farnsworth says when he was out with George, George says he needs 3/8th wash. Jim says one of these days he wants washed rocks. Jim says for about \$41,000 we could get a used wash plant. The commissioners ask if that would be better. Jim said it would be stickier. Commissioner Farnsworth says the bad thing is that we are about out of material. Jim says we ran through a lot of stuff. Jim says other counties have shot 1/4 inch stuff. Chairman Raymond asks if we would be wise to run 3/8th. Jim says the last time we crushed 3/8th, it was more expensive. Jim says he about has to have him shoot 5/8th to fill the hole and then cover with 3/8th. Last year George complained because it took too long to shoot 3/8th to fill the hole. Jim says 5/8th is what we are going to run for all the chip sealing stuff. Jim says the chip is supposed to be traction to save the seal coat. Jim isn't concerned with the size so much. If he can come up with more money... Jim says let's get the crushing contractor working for a week to see what source they come up with. Chairman Raymond asks if they started yet. Jim says they will be setting up this week. Jim says let's see what the source looks like and how much reject they are getting and he'll visit with the commissioners on May 13th.

The commissioners mention that the bid from Big R Bridge is in the amount of \$75,457. Robin says there are some exclusions listed. Casey says the exclusions are what we put together in the bid packet. Jim says the exclusions are what we are doing with our manpower.

The bid from RTI is in the amount of \$81,900. Jim says the cement company is bid separate. Jim says the bid is only for the beams. Jim says you can put cement or asphalt on the beams and they are going to put asphalt on it.

Robin says assuming they have the same exclusions listed the one that we have dealt with before is lower priced. Commissioner Hegsted asks if staff feels comfortable going with the low bid. Jim says yes.

Motion by Commissioner Hegsted to accept the Big R bid to replace the bridge deck at 266 N 3900 E for \$75,457. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye.

The commissioners ask Jim to report back after the bridge on 550 has been inspected. Jim says Casey talked to the engineer on Thursday and he was okay with the erosion protection on the abutments. Jim hands out a bid for a roller that he'd like to purchase. The commissioners do not approve the purchase. Chairman Raymond directs him to use what we have for now.

DEQ – Christie Swenson

- **Landfills**

Cancelled.

GIS – Sherry Lufkin

- **School District #251 Shared GIS Services**

Sherry says she understands that the School District came in and the commissioners have some questions. Commissioner Hegsted asks what the cost is and what services will be offered. Sherry says we do have an agreement with the City of Rigby. It is a more formal agreement. We would propose a one year agreement with the School District #251 to see how it works. There would be a \$2,000 fee which would include 40 hour project helping them with their transportation and busing route, and the balance would go towards the software license maintenance. Sherry says she could draw up an agreement and have the commissioners sign. We have adequate room on our server and adequate data. Chris says the City of Rigby paid \$20,000 for a retainer contract and \$396 a month to keep it updated. Sherry says this project would be less time and less effort than what we do with the city. Chairman Raymond says the question is do we want to enter into an agreement with the school district on a one year trial basis. Sherry sees that they will one day have they will have their own GIS program or departments. Commissioner Hegsted would like to move forward. The commissioners direct Sherry to provide the agreement to Robin for review before the commissioners will sign.

Motion by Commissioner Hegsted to move forward on an agreement with Jefferson County and School District #251 for \$2,000 on a one year basis with specific limitations. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Tammy Adkins

- **Executive Session 67-2345(B)**

Motion by Commissioner Hegsted to go into executive session at 3:31 pm pursuant to Idaho Code 67-2345(B). Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Moved into regular session at 3:45 pm.

Motion by Commissioner Farnsworth to approve a position realignment at the Probation Office. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Attorney – Robin Dunn

- **Executive Session 67-2345(F)**

Motion by Commissioner Hegsted to go into executive session at 3:45 pm pursuant to Idaho Code 67-2345(F). Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Moved into regular session at 3:53 pm.
Discussion held on pending litigation.

Recess at 3:54 pm.

Judge Schinderling – Burt Butler

- **New District Judge**

Judge Schinderling says he's here to talk about the new District Judge opening in Jefferson County. The next step is how we address the law clerk. Judge Schinderling has made a proposal for how we will deal with law clerks. In the past, the law clerk in Bingham County was an employee of Bingham County. The law clerk in Madison County was a Madison County employee, etc... Other counties then contributed to one of the counties. Judge Schinderling says the way they have been doing it presents a difficulty when they shift judges around. Judge Schinderling is proposing to deal with the 6 law clerks through a single host county. Then have all the counties make a contribution into the salary pool per judicial case load. Judge Schinderling says we will get rid of some of the discrepancies. Judge Schinderling is thinking either Jefferson or Madison could host the law clerks because of costs. We actually will save money doing it this method. Robin asks wouldn't the law clerk answer to the judge that he or she serves. Judge Schinderling says they basically serve at the will of the judge. Judge Schinderling mentions that we will need to work out if law clerks will accumulate leave and sick time. Some counties have personal leave for the law clerks, some don't. Judge Schinderling says he thinks the judge would prefer to be flexible with the schedule. Burt says Bonneville County doesn't allow law clerks to accumulate leave and sick time. Judge Schinderling says he tries to keep his clerks 2 years. Robin says for example he doesn't think Jefferson County would mind hosting, but we wouldn't want to do the hiring and firing. Judge Schinderling says we wouldn't, the judge would. One county would be the collector party and then Burt would make sure everyone paid. Judge Schinderling would like to have a committee as a 10 county group to review salaries. Chris asks if Jefferson County was the host, the 6 law clerks would be insured by and receive paychecks from Jefferson County, but she would then bill out the other counties. Judge Schinderling says yes. Chairman Raymond asks who will make the decision. Judge

Schinderling says he has been meeting with other commissioners and no commissioners have rejected the idea. Judge Schinderling says we will make the transition in October 2013. Burt says this is not a new concept. Robin asks whose decision this is. Judge Schinderling says it's the Seventh Judicial District. Judge Schinderling says we always have retiring district judges who just borrow one of our clerks. Occasionally the visiting magistrate judges need some help and we share our law clerks. Burt asks the commissioners to look at page 2 of the handout. Burt says the new judge may get pulled to other counties because of the 208 new case filings. Judge Schinderling says the new judge here is going to have to do some work in Bonneville County because of the case load. Chairman Raymond asks if the judge and the law clerk will travel. Judge Schinderling says the judge will travel and the law clerk, but the deputy clerk will not travel. Chairman Raymond asks who would pay the traveling expenses for the law clerk. Judge Schinderling says the law clerk either goes with the judge or stays home. Burt says it has been an issue over the years. Burt says he thinks we would pull it so all counties would contribute. Judge Schinderling says the bigger problem is putting something in the budget for continuing licensing and training. Robin says he'd like to see an administrative order on funding licensing and training. Judge Schinderling says it's not a problem in this case because the law clerks are not doing any outside work. Burt says the judge is proposing to drop the first year law clerk salary to \$47,500. Burt says page 8 shows the costs per workload or population. Robin says you could have one real difficult case, but a lot of small cases. Judge Schinderling thinks it balances. Judge Schinderling says you have businesses that litigate in Bonneville County making the case load larger there. Judge Schinderling says they unanimously agreed to propose a starting salary of \$47,500. Judge Schinderling says he would like to better compare the health insurance packages between Jefferson and Madison. Burt says he got the rates from Marilyn. Chairman Raymond asks if the judge needs approval. Judge Schinderling says he would need soft approval. The commissioners agree to be the host county and to contribute by workload.

Robin Dunn leaves.

Commissioners

- **Report on Assignments**

Chairman Raymond asks if anyone has anything else to report outside what was reported in the morning. Commissioner Hegsted had a board meeting a few weeks ago with 5C. 5C is doing well and cash balances continue to grow. The state has given 5C more people which are helping with the revenue stream. Cash has increased by another \$50,000 to \$100,000. Commissioner Farnsworth has a mental health board meeting on May 9th. Chairman Raymond mentions that the Federal Department of Fish and Wildlife as signed off on the Governor's Taskforce plan.

- **RDA Nomination**

Motion by Commissioner Farnsworth to nominate Commissioner Hegsted to be on the RDA board. Second by Chairman Raymond. Motion passed unanimously.

Chris mentions that Chairman Raymond has been kept on the board to interview judges. Chairman Raymond says that is great.

- **Salary Form**

Emily presents a salary form for the commissioners to consider adopting which would be signed by salary employees stating they acknowledge that they a salary employee.

Motion by Commissioner Hegsted to adopt the salary acknowledgement form which salary employees would sign, date, and be kept in their personnel files. Second by Commissioner Farnsworth. Motion passed unanimously.

- **School District #251 – Use of Funds for Elections**

Shonna says she went to the Republican Party in February and they had some questions on elections. They asked how can schools be emailing their patrons, sending out flyers, and doing multiple phone calls. In a sense they are using public money for elections. Shonna told them that if they have a flyer or poster on Election Day they have to take them down. Shonna asked the state and they can't find any election codes against it, but there may be a school code saying how they can use their funds. Shonna says the state suggested that our attorney work with the school district on it. The Republican Party was not very happy with how things are being done. Shonna says they probably are. The commissioners say we have no authority over the school district; this would be a legal matter. Shonna says it is a problem which affects a lot of people financially. Shonna says she hasn't had very many absentee voters and Election Day is May 21st. Shonna says the school likes it quiet. Chairman Raymond asks to revisit this matter next meeting.

- **Animal Damage Control Dist. #5 – Budget 2014**

Chris says the animal damage control district #5 has requested \$3,000 for 2014, but if the Taylor Grazing revenue goes down, we may not be able to cover it. This year we received \$3,200, but it goes up and down. Chairman Raymond suggests we budget for it. Chris mentions will have to send them a letter telling them their request is contingent on funding. Chairman Raymond says industry is trying to self fund it the program, but has been unsuccessful. Their only supplementary income is from the counties. The commissioners agree to budget for it.

- **Speed Limit**

Jim says the speed limit is presently 45 mph out by the old sugar factory on Yellowstone Highway. The state is proposing the speed limit be reduced to 35 mph. Jim says he wouldn't have a problem with that. The state is seeking our approval to change the signs to 35 mph. Commissioner Farnsworth mentions that another area of concern is 4200 on it is 50 mph. Commissioner Hegsted says we can conduct a traffic study and the commissioners ask Jim to conduct a traffic study on 500 from 4200 E west to Yellowstone. Commissioner Hegsted asks if he needs to make a motion. Emily asks if the county has to fund anything. Jim says he may have to put a new sign in.

Motion by Commissioner Hegsted to adopt the proposal from ITD dropping the speed limit and moving the speed limit sign to the buffer zone on Yellowstone Highway. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

- **Asphalt Zipper**

Jim explains that Teton County would like to purchase the asphalt zipper for \$40,000. Chairman Raymond asks Jim to remind us what an asphalt zipper. Jim says it mounts on the front of the loader and was originally intended to ground down the road edges. Jim says we tried to use it for FDR work, but it isn't a large enough piece of equipment to use because of our granite. Jim says he's only had it operational 3 times. Jim says the concept was a good idea and we started using it on the sides of the roads. Madison County has there s for sale for \$30,000 which is two years older. Jim says he had a more aggressive drum put in, but he hasn't made it work. Teton County wants to use it to do road reclamation. Chairman Raymond asks if it has its own motor. Jim says yes. Chairman Raymond asks how much it cost us. Jim says it's a 2007 machine and we paid \$97,000. Commissioner Hegsted says that he doesn't remember it being purchased to ground down the road edges. Instead it was to take out really bad sections not road edges. The idea was that we could grind it up and reapply oil to it without having to remove it all. Jim says if it was a lot larger machine maybe.

Motion by Commissioner Hegsted to accept Teton County's offer for the asphalt zipper for \$40,000. Second by Commissioner Farnsworth. Discussion held. Chairman Raymond asks what can we do with the money. Chris says it will just go into the cash line and be rebudgeted out. Chairman Raymond says we will have to remember where to put the money. Jim says he'd like a trailer and his guys have been asking for an enclosed trailer for the job. The commissioners ask Jim to look into a wash plant. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

The commissioners approve Jim to purchase the used trailer in Utah for \$6,000. Commissioner Farnsworth says it's expensive to go down with a dump truck to purchase a piece of equipment without seeing it. Jim says he'll do as much investigation as he can and he doesn't want to waste our dollars. Jim will visit with the commissioners about purchasing another piece of equipment in the future.

- **Certificate of Residency**

The commissioners sign the certificate of residencies.

- **Claims**

Chris mentions that we talked about having to open the budget to provide money for the senior citizens. She had \$3,000 in the fund, but not in the budget. Chris says she has gotten a request from 3 senior centers. Chairman Raymond asks if they are requesting money for 2014 or 2013. Chris says 2013. Chris says she is going to have to open the budget because of the Sheriff's Highway Safety grant so it's a possibility, but she doesn't have enough money available for their requests. The commissioners would like to think on this until next meeting.

Motion by Commissioner Hegsted to approve the claims dated April 9, 2013 through April 19, 2013 to total \$289,231.72. Second by Commissioner Farnsworth. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye.

- **Commissioner Meeting Minutes**

Motion by Commissioner Hegsted to approve the minutes of April 8, 2013. Second by Commissioner Farnsworth. Chairman Raymond asks for a confusing statement on page 7 to be

corrected. The commissioners agree to the change. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Chairman Raymond asks if we can table the tax deed decision on Jann Rasmussen. Kristine would like to give her an opportunity to make payments.

Motion by Commissioner Raymond to not take a tax deed on RP05N39E312423 owned by Jann Rasmussen because they starting making payments. Second by Commissioner Hegsted. Roll call taken. Hegsted – aye. Farnsworth – aye. Raymond – aye. Motion passed unanimously.

Motion by Commissioner Hegsted to adjourn at 5:30 pm. Second by Commissioner Farnsworth. Roll call taken. Farnsworth – aye. Raymond – aye. Hegsted – aye. Motion passed unanimously.

Chairman of the Board

Clerk of the Board

County Clerk