

## **Jefferson County Commissioner Meeting Minutes April 28, 2014**

Meeting called to order at 9:02 am. Those present are Commissioner Farnsworth, Commissioner Hegsted, Chairman Raymond, Robin Dunn and Emily Kramer. Edidt Ramirez and Chris Boulter are clerking the board. Kristine Lund leads in the Pledge of Allegiance and Lori Dye offered the prayer.

### **Commissioners-Elected Officials-Department Heads**

- **Staff Meeting**

Present for Staff meeting are; Chris Boulter, Naysha Foster, Cody Taylor, Kristine Lund, Lori Dye, Jerry Ramirez, Emily Kramer, Commissioner Hegsted, Robin Dunn, Chairman Raymond and Commissioner Farnsworth.

Department heads report.

Chairman Raymond announces that on the agenda the item at 4:15 p.m. is no longer needed; this item being the tour of the Crystal Pit.

Cody Taylor from the assessor's office 16 or 17 phones would need to be replaced for the phone system update; the cost is an estimated \$3,400.00 which would be taken out of the contract line. This amount is in lines within their budget.

Kristine Lund; the Treasurer will need to have 3 or 4 phones that will need to be replaced. She reports she has a couple areas in her budget where she can pull the funds from. She talks to the commissioners and asks them how they feel about doing an online auction or any auctions on and indigent burial case.

Lori Dye from the extension office reports she has applied for a grant in her department for \$80,000.00

Emily Kramer reports that camping reservations will begin to be taken May 1, 2014. The Jefferson County Lake opens on May 17<sup>th</sup> which is also the community wide service day-next. The community wide service day is the next event that is part of the centennial celebrations. Emily also reports that the Employee Portal which was talked about in the last meeting is going to be installed in the computer systems. Persi is holding a meeting on June 17<sup>th</sup> at 3:00 pm in the Commissioners meeting room for all the employees that would like to attend. On June 6<sup>th</sup> & 7<sup>th</sup> there is a regional exercise at Madison High School in Rexburg, ID. Stampede days will be taking place on June 21<sup>st</sup> and the Elected Officials agreed to riding on a Centennial float.

3 minute recess taken

### **Commissioners Elected Officials –Department Heads**

- **Public Access Policy**

Chairman Raymond speaks about which areas in the policy he thinks are highlights. He also refers back to last commissioner meeting about how department heads said they felt they had necessary keys to perform their job duties. Emily speaks about the responses she got from department heads. Everybody felt this was a good policy to be set in place. The policy was reworded to consider and include all county properties such as the weed

department and out of courthouse buildings. Also the wording was updated to include the new technology of the access key cards and security key codes.

Emily reports that she received response from three different departments regarding this Public Access Policy. The biweekly claims will be put in Commissioners office by the county clerk in case commissioners want to come and review claims before the commissioner meetings. The clerk will do an update of the key audit forms. This update will begin June 1<sup>st</sup>.

**Motion is made by Commissioner Farnsworth to table the acceptance of key control policy. Motion fails without a second.**

**Motion is made by Commissioner Hegsted to approve key control policy; to accept paragraph 4 adding to the last sentence “or his/or her designee”. Motion is seconded by Chairman Raymond. Roll Call taken: Commissioner Farnsworth-aye, Chairman Raymond-aye, Commissioner Hegsted aye. Motion passes by majority vote.**

#### **Emergency Management-Emily Kramer**

- **FEMA Admissions Application Signatures**

Emily is applying to take a group of individuals to FEMA training in Emmetsburg, Maryland. This training is fully funded by FEMA.

Commissioners review the applications and Chairman Raymond signs the application .

#### **Scott Herrick**

- **Building Carpet & Roof**

Motion to amend agenda because Scott Herrick is detained and move this to 4:15 by Commissioner Hegsted seconded by Commissioner Farnsworth. Roll call taken:

Commissioner Hegsted aye, Chairman Raymond aye, Commissioner Farnsworth aye, motion passes.

#### **SOCIAL SERVICES – EDIDT RAMIREZ**

**Motion to go into executive session 67-2345 (D) at 10:41 am made by Commissioner Hegsted, motion is seconded by Commissioner Farnsworth. Roll call taken: Commissioner Hegsted aye, Chairman Raymond aye, Commissioner Farnsworth aye. Motion passes.**

Open session at 10:59 am

**Motion made by Commissioner Hegsted to deny indigent case number 2014-60 due to lack of cooperation, approve indigent case number 2014-59, and to deny acceptance of settlement offer for indigent case number 2013-24; motion is seconded by Commissioner Farnsworth.**

**Roll Call taken, Commissioner Hegsted-aye, Commissioner Farnsworth-aye, Chairman Raymond-aye. Motion carried.**

Lunch break at 11:02 am resuming at 1:00 pm

#### **Treasurer-Kristine Lund**

- **Tax Deed Hearing**

Kristine hands out a list for the tax deed hearing schedule.

First property belongs to Ruth Acor the parcel number is RP04N38E362560. This is 9 acres including commercial shop for the taxes of the year 2010. The last payment received on this was in 2013 from a mortgage company. Mrs. Acor is present today and speaks about how her son has had some medical problems. He is the one that has been making the payments on this. A Mr. Monroe still is a lien holder on this property. The treasurer states that her concern is that the last payment was in March of 2013 from a mortgage company that owns surrounding land.

**Motion is made by Commissioner Hegsted to hold the tax deed until May 12, 2014. Mrs. Acor is to pay the full amount of \$1,159.05, if this is not paid then county will take the tax deed, motion is seconded by Commissioner Farnsworth.**

**Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

The next property being discussed belongs to Kathryn Anderson parcel number RPF0223012002B

This is a personal residence in Lewisville. Citi financial is mortgage holder for this property. Kristine spoke to Kathryn and she said she would pay last Friday but did not. Citi financial said they would pay the amount to the county after their process. Therefore the money wouldn't be available today.

**Motion made by Commissioner Hegsted to hold the tax deed until May 12, 2014 to have the total amount of \$608.77 paid. Motion is seconded by Commissioner Farnsworth. Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

The following property belongs to Blake & Lisa Brown, parcel number RPA0040003038B

This is a small strip between two houses. The quit claim deed was supposed to be done some time ago and was not signed. Treasurer reports they have not heard from the Browns.

**Motion made to take a tax deed and have it recorded by Commissioner Hegsted, motion seconded by Commissioner Farnsworth**

**Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

Robin leaves room at 1:29 p.m.

The next property belongs to Joel & Belinda Gonzalez parcel number RPB0175002017A This is a commercial shop in Ririe. Mr. Gonzalez has attempted to pay this various ways he just hasn't been able to make the payment in full. He has paid over \$500.00 in payments; what is left is a remaining balance.

**Motion to take a tax deed made by Commissioner Hegsted, motion is seconded by Commissioner Farnsworth. Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

Next property being discussed belongs to Margaret Lemon Estates the parcel number is RPA0000193290

Kristine reports she has had no response from anybody regarding this property after various attempts.

**Motion to take a tax deed made by Commissioner Farnsworth, motion is seconded by Commissioner Hegsted. Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, and Chairman Raymond-aye. Motion passes**

The following property being discussed belongs to Telesforo Lopez parcel number RPPF0223024002C

This is a home in Lewisville. The litigation guarantee report-shows no liens, mail has all been returned and the power is currently not on at this property.

**Motion is made by Commissioner Farnsworth to take a tax deed and have it recorded, motion is seconded by Commissioner Hegsted. Roll call taken Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

Following two different properties will be discussed both belonging to Richard Mason and Joshua Oxberger parcel numbers RPD0000238342 and RPD000238343  
Treasurer reports the litigation guarantee and the deed were done together. Kristine has been able to communicate with Mr. Oxberger. They have been trying to get the money together but have not paid up to today and she has not heard from them in the last 10 days. One is just ground the other is ground and a commercial building. There are currently no liens on these properties.

**Motion is made by Commissioner Hegsted to take a tax deed recording for both properties, motion is seconded by Commissioner Farnsworth. Roll Call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

The next property belongs to Vance & Manuela Mcvey parcel number RPA01200040260  
This is a commercial building on Main Street. Kristine has had no communication from the owners and there are no present liens. Previous treasurer did a tax deed in 2009. The apartments that are upstairs on this property appear to be rented.

**Motion is made by Commissioner Farnsworth to take a tax deed recording, motion is seconded Commissioner Hegsted. Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

The last property being discussed today belongs to Delynn Nedrow and Kenneth Price parcel number RPO5N39E332316

Kenneth price is the owner; Delyn is a party of interest. Kristine has talked on the phone with Mr. Price he reports he has been out of state. Mr. Price is working on getting the funds in before the end of today.

**Motion made by Commissioner Hegsted to take a tax deed recording for 24 hours on this property, motion is seconded by Commissioner Farnsworth. Roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

Kristine Lund will be put on the agenda for May12th to inform the commissioners which of these properties are still available so the sale dates can be set and published.

Robin Dunn is present at 1:55 p.m.

### **Jason Kofoed**

- **NDAA**

Jason Kofoed is present today regarding this matter as well as Leslie from Senator Crapo's office.

Jason is speaking about the NDAA he reiterates why he is here and specifies some of the reasons that they are trying to get support for the repealed NDAA.

Commissioner Farnsworth speaks about how he has talked to other commissioners in surrounding counties and he believes all of them should be informed about this issue. Chairman Raymond speaks about his conversations with the senator's offices and about his concerns. Chairman Raymond believes that it would be more effective to have the public report their concerns directly to senators and congressmen. Jason Kofoed speaks about his strong feelings on this subject. Leslie from senator Crapo's office speaks and says she is present today to listen to what the public has to say in regards to this subject. Chairman Raymond speaks about how he would like to make sure they are doing the right thing at the right time. At the point where things are at now he states he would not like to proceed to try to change something that is not allowed of them.

Robin Dunn leaves room at 2:18 p.m.

### **Jefferson Soil & Water Conservation District-Richard Jacobsen**

- **Request Funding**

Mr. Jacobsen hands to the commissioner a plan for the next 5 years. The tree sale just ended this year, he states they had a lot of trees. They offered a tree planting class which was held at the Rigby High school auditorium. They taught how to plant small and big trees amongst other things. The annual weed meeting occurred although participation was a little down in numbers. They are now using Maggie the milk cow to promote conservation in classrooms. Maggie the milk cow will be at both county fairs and will also be in the stampede parade. Last fall representatives expressed concern about erosion out in the mud lake area. In February a soil erosion meeting will take place to educate people about how to deal with erosion. An environmental competition named Evironthon will take place the 6<sup>th</sup> and 7<sup>th</sup> at living water ranch in Challis; high school students are the ones who will compete.

They are requesting funding for the soil and water conservation district. Usually \$9,200 is what the county gives for funding.

Chairman Raymond suggests that when erosion problems are being address to have also Jefferson county road and bridge department involved.

### **Harry Harbaugh**

- **Excessive Animal Noise**

Mr. Harbaugh is present to talk about preserving peace and tranquility in his home. Animal control has been a great problem around his home lately because of animal noise. He reports he talked to the sheriff's office and he was told there wasn't anything the sheriff's office could do in regards to this. Mr. Harbaugh reports that this is a dog that is left there and barks 24 hours a day. He is wondering about there being an ordinance in the county in regards to the control of animal noise. Naysha from planning and zoning speaks about a previous case in which the nuisance statute was used as she was advised by Robin Dunn. There is a nuisance ordinance and Naysha provides commissioners with said ordinance. Officer Steve Anderson from Sherriff's office says deputies need to respond to every call regarding this. Officer Steve Anderson will speak to Mr. Harbaugh regarding this matter.

Robin is present at 2:27 p.m.

### **Planning & Zoning-Naysha Foster**

- **First Amended Plat-Bear Island Estates Division #1**

Naysha presents to the commissioners the amended plat for bear island estates. This is a situation where property owners bought some lots and then split them and sold them. Naysha reports this is considered an illegal split. What is being done today is amending the plat so some of this can be brought into the lot so the new property owner can build a shop.

**Motion is made by Commissioner Hegsted to approve amended plat of division #1; motion is seconded by Commissioner Farnsworth. Motion passes, amended plats are signed**

### **Extension Office-Lorie Dye-Jon Hogge**

- **Vehicle Maintenance Budget**

Lorie Dye is present today to talk about the budget and finances. Lorie explains they are employed by University of Idaho this being an extension office. Lorie explains that her department gained a new employee Jon Hogge and also a new vehicle. Lately they have run into the problem of not being able to maintain their vehicles with their present budget. This maintenance includes fuel, oil, tires etc. Lorie only has about \$300.00 left for this in their budget. They end up pulling funds out of the travel line. These vehicles are the County's vehicles so it is important that they are maintained properly. Their department is requesting funds to help them make it through the end of the year. They are also requesting that their budget for maintenance be increased a little more in the future. The Board explains to Lorie that they are unable to do anything at this time. If more money is requested then the appropriate time is during the budget process.

### **Solid Waste**

- **Land Discussion**

Emily has two items to bring up in this subject. The first idea is about a tonnage fee vs. gate fee at the land fill. Todd Hansen from PSI says a gate fee is tonnage per vehicle or does a per item type thing. There are tons of ways the fees can be charged but are generally charged per ton. The second option to be considered is that there have been companies that are interested in possibly purchasing the landfill land. It has an estimated lasting time of about 66 years at the current consumption rate of the property. It is

believed there are 640 acres which belong to the landfill. Currently there is one cell open and one cell being dug. There is enough land for a potential 11 more cells. A discussion of pros and cons is held. Stating that if the landfill were to be sold it would have to be sold at a public auction and county can set an opening bid. When considering selling the property, the commissioners could sell half or all of the acres. Something needing to be considered in all of this is the county's debt load on the courthouse itself. The debt could be retired. When making the decision the commissioners would have to look what would be better for the residents of Jefferson County. It is considered to hold a public hearing to present ideas to the public with firm facts and figures in regards to this matter. An operating contract is the third option the county has. The commissioners give direction to Emily to gather more information on the three different options to make sure any and all questions are covered under all three directions that could be taken.

**Motion made to have Emily gather the information for commissioners to make sure all areas of question are answered in all 3 options; those being selling, gate rate and operating contract by Commissioner Hegsted, motion seconded by Commissioner Farnsworth. All in favor. Motion passes**

### COMMISSIONERS

- **Approve Claims**

**Motion made by Commissioner Hegsted to approve the claims dated from 4-12-2014 through 4-24-2014 in the amount of \$101,512.15. The motion is seconded by Commissioner Farnsworth. Roll call taken: Commissioner Hegsted aye, Commissioner Farnsworth aye, Chairman Raymond aye, motion passes.**

- **COMMISSIONER MEETING MINUTES**

**Motion made to accept the minutes as corrected dated 4-14-2014 by Commissioner Hegsted. Motion seconded by Commissioner Farnsworth. Motion passes**

- **Review Disposition of Property Policy**

Commissioners review the proposed property policy

**Motion made by Commissioner Farnsworth to accept the Disposition of county property and adding to the personnel policy, motion is seconded by Commissioner Hegsted. Motion passes**

- **Public Works Administrator Position**

Emily presents a draft of the job description to the commissioners. She suggests that the commissioners post as just a road and bridge administrator rather than a public works administrator. Emily looked at salaries in surrounding areas. She recommends it be listed as a salary of \$55,000.00 dependent on qualifications. The intent for advertising the position would be a little extended; posting on internet sites etc.

**Motion is made by Commissioner Hegsted to allow Emily to move forward and seek a road and bridge administrator, she is not to exceed the amount of \$200.00 in advertising, motion is seconded by Commissioner Farnsworth roll call taken: Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

- **Rigby American Legion Baseball**

Chairman Raymond reads letter from the American Legion.

Rigby American Legion is requesting for \$250.00 or gift basket that can be auctioned off from the Commissioners of Jefferson County. Commissioners state that tax payer dollars cannot go towards this and ask Emily to send a letter of support.

- **Storage Building Bid**

One option is that legally the second low bidder can be awarded the bid. Next option is the county can general the project and subcontract the work out to public works contractors. Roughly estimating doing the second option would be \$10,000 cheaper than awarding the second lowest bid. It would require some time however. Generally there would be about 3 or 4 contractors that would need to be contacted. Jeff Geisler from planning and zoning believes it is possible to get this all completed within the set timeline.

**Motion is made by Commissioner Hegsted to do general contracting on the storage building to not exceed \$35,000.00 without prior approval from the Board of County Commissioners, motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hegsted-aye, Chairman Raymond-aye. Motion passes**

- **Pure Letter Signature**

Letter is signed by commissioners to accept waste at landfill from the company Pure.

- **Mud Lake Health District Building**

Jeff Geisler presents to the commissioners pictures from his inspection of the health district building in Mud Lake. No rotting was found as had been reported and the roof looks good. A couple of corners have been broken and just need to be replaced. Some sealing needs to be done in different areas. There is no rain gutter down spout on the front or back of the building. Mainly it is in good condition just some small areas need to be addressed. Commissioner Farnsworth states he will keep in contact with Geri Rackow and let her know this will be worked on possibly by an eagle project.

- **Agenda & Meeting Minutes**

Commissioner Farnsworth would like to know what was found as for the prerogative of removing items from the agenda. Chairman Raymond states there was a different way this should have been handled and reminds Commissioner Farnsworth that he already reported and apologized. Commissioner Farnsworth speaks about the meeting minutes saying that he didn't agree with the last meeting minutes being approved. Commissioner Farnsworth suggests the Commissioner Meetings be recorded.

**Motion is made to have commissioner meetings recorded by Commissioner Farnsworth, motion is seconded by Commissioner Hegsted. All in favor Motion passes**

### Scott Herrick

- **Building Carpet & Roof**

Scott Herrick speaks about how the color of the carpet that is presently installed in the sheriff's office isn't made anymore. He speaks about the option of doing carpet squares to replace the carpet needing replacement in the Sheriff's office. He also speaks about the floor mats. There are 3 areas that need to be changed ASAP. The best price found on the mats is guaranteed from cracking for a life time. The cost is an estimated \$1,300.00 plus freight for 25 floor mats. The rectangle shaped mats are \$1,500.00 for 25 mats.



**Motion made by Commissioner Hegsted to approve purchase of floor mats and authorize Scott to make purchase in the amount of \$1,300.00 plus freight, motion is seconded by Chairman Raymond. Commissioner Farnsworth nay, Chairman Raymond aye, Commissioner Hegsted aye. Motion passes by majority vote**

Next Scott talks about what is being affected in the ceiling of the sheriff's office is sheetrock material not tile. The roof is the bigger issue there was a problem in the clerk's office then it was followed by the assessor's office. Now a similar problem is in the sheriff's office. Best fix of the roof is to replace it. This matter is put on agenda for next meeting to check with Dow Chemical and see how to start this process with the advice of Robin Dunn on the warranty.

**Commissioners**

- **Tour of Crystal Pit**

**Motion made to amend agenda to sign certificates of residency which just came and cancel the tour of the Crystal Pit because it is no longer needed by Commissioner Farnsworth; motion is seconded by Commissioner Hegsted.**

Commissioners sign certificates of residency.

**ATTORNEY – ROBIN DUNN**

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

**Motion made by Commissioner Farnsworth to go into executive session 67-2345(F) at 5:15 p.m. motion is seconded by Commissioner Hegsted. Roll Call taken Commissioner Farnsworth-aye, Chairman Raymond-aye, and Commissioner Hegsted-aye Motion passed unanimously**

Open session at 5:26 pm

Discussion held on pending litigation.

**Motion to adjourn at 5:26 p.m.by Commissioner Farnsworth, motion is seconded by Chairman Raymond.**

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*Chairman of the Board*

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*Clerk of the Board*

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*County Clerk*