

**Jefferson County Commissioner Meeting Minutes  
January 12, 2015**

Meeting called to order at 9:00 am. Those present are Commissioner Farnsworth, Chairman Raymond, Commissioner Hancock and Emily Kramer. Edidt Ramirez and Coleen Poole are clerking the board. Scott Hall leads in the Pledge of Allegiance and Chairman Raymond offered the prayer.

**Commissioners**

- **Swear-in newly elected officials**  
Judge Crowley swears in newly elected officials; Commissioner Brian Farnsworth District 1, Commissioner Scott Hancock District 2, Treasurer Kristine Lund, Clerk Colleen Poole, Assessor and Assessor Cody Taylor.
- **Nominate board Chairman-Resolution #2015-07**  
**Motion made by Commissioner Hancock to nominate Commissioner Jerald Raymond as chairman of the board; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye**  
Chairman reads some information in regards to the Chairman and asks Commissioner Farnsworth to sit in as chairman when he will be gone this following January 26, 2015. Commissioner Farnsworth accepts  
**Motion made by Commissioner Farnsworth to adopt resolution #2015-07; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye Motion passes**
- **Commissioner Hegsted Evaluation**  
Emily reports that commissioner Hegsted recommended that Commissioner Hancock be interim director for the Public Works department and he has turned in his keys.  
[9:20:53 AM](#) Chairman Raymond speaks about Tad Hegsted saying he has suggested that Commissioner Hancock sit in as the new interim director of public works.  
[9:24:48 AM](#) Commissioner Hancock asks a question and Emily Kramer responds to the question.  
[9:25:21 AM](#) Commissioner Farnsworth speaks about the subject.  
[9:25:55 AM](#) **Motion made by Commissioner Farnsworth to name Commissioner Hancock the interim Public Works director; motion is seconded by Chairman Raymond Roll call taken. Chairman Raymond-aye, Commissioner Farnsworth-aye. Commissioner Hancock abstains. Motion passes**  
  
[9:26:28 AM](#) Chairman Raymond speaks about Tad's experience at the Public works department.  
[9:26:57 AM](#) Commissioner Hancock speaks and is accepting the appointed responsibility
- **Extension office budget**  
[9:28:04 AM](#) Emily speaks in regards to the extension office budget. Commissioners approve and sign the extension office budget from the state of Idaho  
[9:29:20 AM](#) **Motion is made by Commissioner Farnsworth to approve signature on extension office budget; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**  
[9:29:50 AM](#) Chairman speaks giving thanks to those elected officials leaving office today stating they will not soon be forgotten and their service is very much appreciated.
- **Holidays**  
[9:30:30 AM](#) Emily presents the holidays that are observed by the County. Commissioners sign the document and Emily will hand out to the different departments.

- **Goals**

[9:32:47 AM](#) Chairman Raymond speaks giving some recommendations in regards to goals. Emily hands out the assignments to each of the commissioners which explain the contact between commissioners and each department head.

[9:35:31 AM](#) Chairman Raymond speaks about an EISF meeting on the January 23<sup>rd</sup>, 2015 at 12:00 noon.

[9:36:46 AM](#) Chairman Raymond now reviews the board assignments of each of the commissioners. Commissioner Hancock agrees to sit in on the boards that previous commissioner was appointed to

[9:39:28 AM](#) **Motion is made by Commissioner Farnsworth to nominate Commissioner Hancock to represent Jefferson County with 5C detention, the development company, Eastern Idaho State Fair board, and the Regional development alliance ; motion is seconded by Chairman Raymond. All are in favor. Motion passes**

[9:40:17 AM](#) **Motion made by Commissioner Hancock to re-accept the liaison commissioner list as now constitute and that it may continue as previously listed; motion is seconded by Commissioner Farnsworth. All in favor. Motion passes.**

[9:40:55 AM](#) Chairman Raymond makes suggestion to invite probation director, prosecuting attorney, and department head for the extension office so they can speak of their needs in the 1<sup>st</sup> meeting in February. Then at the second meeting in February Commissioners evaluate each department's needs to make personal assessments. In the 1<sup>st</sup> meeting in March to bring forth ideas of how to fund future needs of each of those departments. Commissioner Farnsworth and Commissioner Hancock speak in regards to this.

[9:47:18 AM](#) Chairman Raymond speaks about another goal which is to have the annual audit completed by the end of March

- **Building and Grounds**

[9:51:43 AM](#) Emily speaks on behalf of Scott Herrick asking how building and grounds should be handled or if there are to be any changes

[9:52:21 AM](#) Chairman Raymond recommends anything having to do with maintenance be taken care of normally and anything above the amount of \$1000.00 be brought in front of the board of county commissioners in a staff meeting or individually.

- **Prepays**

[9:53:36 AM](#) Emily speaks about prepays saying commissioners need to speak about what they will allow to have paid on prepaid forms.

[9:56:25 AM](#) Chairman Raymond speaks to clerk explaining how claims are taken care of or have been taken care of. Commissioners agree that the claims process remain the same as it has been thus far.

[9:53:46 AM](#) Robin Dunn is present at 9:53 a.m.

- **Credit card for new county clerk**

[9:59:08 AM](#) Chairman Raymond speaks about issuing a credit card to the county clerk.

[9:59:27 AM](#) **Motion made by Commissioner Hancock to issue Colleen Poole as the county clerk a credit card with the typical limit of \$1,000.00 ; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

[10:00:19 AM](#) Sheriff Olsen provides key policy to Commissioner Hancock and Clerk Colleen Poole. Elected officials sign the forms and sheriff provides the keys to each of them.

[10:02:13 AM](#) **Motion is made by Commissioner Farnsworth to authorize Colleen Poole as county clerk to get a Sam's Club Card for county business; motion is seconded by**

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

- **Indigent non-medical**

[10:04:16 AM](#) Emily explains this subject. Commissioners agree that the clerk and indigent director will continue to decide eligibility on these cases.

[10:07:12 AM](#) **Motion made by Commissioner Farnsworth to allow the clerk to take care of indigent non-medical cases under \$1,000.00 keeping commissioners informed; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

- **Risk Management**

[10:08:18 AM](#) Chairman Raymond speaks about Emily being the only person working for the county whom is Risk Management certified therefore risk management will be handled by Emily until the county clerk is certified and recommends that clerk work closely with Emily.

[10:09:37 AM](#) **Motion made by Chairman Raymond to assign risk management to Emily Kramer and have her work closely with clerk and commissioners; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye.**

- **Sign certificates of residency**

[10:10:56 AM](#) Certificates of Residency have been taken care of previously

- **Declaration on Necessity-Resolution #2015-08**

[10:12:55 AM](#) Robin Dunn speaks about this resolution in regards to giving legal counsel to Planning & Zoning. This is to allow P&Z to seek independent legal counsel per declaration of necessity. P&Z has a budget for this.

[10:15:51 AM](#) Naysha says she has discussed this with Robin before and she feels good about contracting their own legal counsel.

[10:25:28 AM](#) **Motion is made by Commissioner Hancock to Accept Resolution #2015-08; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

[10:27:44 AM](#) Recording is stopped for the review of minutes and claims

- **Meeting Minutes**

[10:37:54 AM](#) **Motion is made by Commissioner Farnsworth to approve minutes for November 21, 2014, December 15, 2014, December 22, 2014, January 2, 2015; motion is seconded by Chairman Raymond. Roll call taken. Commissioner Farnsworth-aye, Chairman Raymond-aye motion passes (Hancock recuses he was not a commissioner at the time)**

- **Approve Claims**

[10:39:32 AM](#) **Motion is made by Commissioner Farnsworth to approve claims dated 12-22-2014 to 1-9-2015 in the amount of \$426,462.94; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

### Fybercom-Jared Stowell

- **Internet for courthouse & Sheriff's Office**

[10:41:40 AM](#) Present for this subject is Jared Stowell, Sherriff Olsen, Joyce Briggs, and Steven from CAI. Jared presents himself and speaks about what his company Fybercom is offering.

[10:44:10 AM](#) Commissioners asks some questions and Jared responds to the questions. Sheriff Olsen also responds to a question from Commissioner Hancock.

[10:48:20 AM](#) Steven from CAI speaks in regards to this along with Joyce Briggs. They comment they are in favor of trying Fybercom's internet service; Garn from CAI is also present on subject and

speaks about the current internet provider. CAI is in favor and Sheriff is also in favor of trying Fibercom's services

[10:49:55 AM](#) Robin Dunn leaves room

[10:52:24 AM](#) **Motion made by Commissioner Farnsworth to approve the signature of contract to install internet on sheriff tower with Fibercom; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes. Contract is been signed.**

[10:53:19 AM](#) Robin Dunn is present at 10:53 a.m.

#### **Clerk-Colleen Poole**

- **Request Transitional Audit**

[10:54:52 AM](#) Clerk Colleen Poole request a transitional audit from October 2014 thru today. Farrell Stiner (auditor) is present here today.

[10:56:06 AM](#) Farrell speaks about a transitional audit and what he can provide. Farrell speaks about what areas might be better to review for normal audit procedures. He thinks the review might be between 15 to 20 hours to get this done.

[11:07:06 AM](#) **Motion made by Commissioner Hancock to have services from outside auditors to perform a transitional audit not to exceed \$2,000.00 and have an update by next meeting; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

- **Request Job Description-Department Heads & County Administrator**

[11:08:54 AM](#) Clerk Poole asks permission to get department heads descriptions just to be aware of what everybody is in charge of. Chairman Raymond gives some information to clerk to help her find some of the information she is seeking. Emily speaks to the commissioners and explains she didn't hand the descriptions to Colleen per policy.

[11:11:26 AM](#) **Motion made by Commissioner Farnsworth to authorize Emily to fulfill the request of the clerk; motion is seconded by Commissioner Hancock. All in favor. Motion passes**

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

- **Bid on property**

[11:12:35 AM](#) Kristine Lund speaks about the properties that didn't sell in the last tax deed sale. She is speaking on behalf of Mr. Galasso because he is not available. She reads a letter to the commissioners written by Mr. Galasso.

[11:16:59 AM](#) **Motion made by Commissioner Farnsworth to grant bid on property parcel #RPA00400030388B for \$22.00; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

Discussion and direction are given to Treasurer Kristine Lund and she explains how she will follow up to finalize this subject.

#### **Social Services-Edidt Sanchez**

- **Executive Session**

[11:20:33 AM](#) **Motion made by Commissioner Farnsworth to go into executive session 67-2345(D) at 11:20 a.m.; motion is seconded by Commissioner Hancock. Roll call taken Commissioner Farnsworth-aye, Commissioner Hancock-aye, and Chairman Raymond-aye. Motion passes.**

[11:27:28 AM](#) Open session at 11:27 a.m.

[11:27:36 AM](#) **Motion made by Commissioner Farnsworth to deny indigent case number 2015-24 due to lack of cooperation and ability to pay, deny indigent case number 2015-25 due to lack of cooperation and ability to pay and indigent case #2015-22 put into suspension; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

[11:28:23 AM](#) **Motion made by Chairman Raymond to amend agenda for this afternoon to discuss in executive session 67-2345(B) after Robin's executive session also there are more ag exemption applications to consider after 2:30 p.m.; motion to seconded by Commissioner Hancock. All in favor. Motion passes.**

[11:29:53 AM](#) **Adjourn for lunch 11:29 a.m.**

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

- **Wight Way Administrative Plat**

Naysha is present with and administrative plat that she has presented to the commissioners. Naysha explains what an administrative plat is and how one is handled explains it's a preliminary and final plat. She explains the owner is Gary Wight and the subdivision name is Wight way. Naysha explains the plat, the location, the use and the ordinances. Commissioners ask some questions for clarification.

Chairman Raymond states that signatures in place for the owner, surveyor, the health department, treasurer and assessor's office. Discussion in held before the motion.

**Motion is made by Commissioner Farnsworth to approve the Wight Way Division 1 final plat; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

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

- **Sign Salvage Licenses**

Naysha explains the salvage licenses saying they are to be inspected every year. Naysha states all salvage yards have all been in compliance since 2008. She did inspections on all salvage yards and explains she made a report all were in compliance. She reviews each of the salvage yards with the commissioners.

Chairman states that the Salvage licenses are signed since they are all in compliance

Recess at 1:25 p.m. for 20 minutes.

Back in regular session at 1:45 p.m.

### **Assessor-Cody Taylor**

- **Exempt Application Forms**

Cody Taylor and Kathy Howe are present here on these matters. Cody Taylor speaks about an exemption application she had approved last year. Cody speaks about some concerns on the year-end financial application. (Speaking specifically about, schools, church organizations etc) Cody states she would like to make some changes on the main application and then have the commissioners review the changes she has made. Commissioners direct her to make the changes and get on the agenda for commissioners to approve the agenda

10 minute recess

Back in regular session at 2:00 p.m.

### **Cecelia Fife**

- **Ag Exemption**

Present are Cecelia Fife and her daughter. Chairman Raymond introduces those present in the room and asks Mrs. Fife to speak. Mrs. Fife explains her situation and what her land is divided out to and what it is used for. Her daughter also adds and explains what she uses the lands for. Chairman makes some clarification statements in regards to what was explained. Commissioners discuss the subject with Mrs. Fife and her daughter.

Commissioner Hancock speaks about the definitions by the state on agriculture. After Commissioner Hancock makes some statements Mrs. Fife's daughter adds some comments and figures they will make some changes to make this land contiguous to take care of the issue.

### **Avon Wilde**

- **Ag Exemption-Dogwood Estates**

Mr. Wilde is present along with his wife on this subject. Mr. Wilde explains his situation as for the land that is being discussed and he explains why he believes his land should be determined as agricultural use and eligible for agricultural exemption.

Commissioner Hancock speaks about what the commissioners have to determine as for the state regulations. Mr. Wilde asks what it would take to meet the requirements and Chairman Raymond answers the question. A discussion is held between commissioners and Mr. Wilde also using the assessor's office as reference.

Mr. Wilde asks a last question about the zoning of his land and Commissioner Hancock along with Robin Dunn explain the change of the zoning to him and what his land could possibly be zoned as.

### **Turk McMurtrey**

- **Ag Exemption**

Mr. McMurtrey is present today on this subject he explains to the commissioners what he did when he received the application in the mail and he would like to know for what reason he was denied for Ag exemption. This is in reference to Blue River LLC. Commissioner Hancock gives some explanations to Mr. McMurtrey. There is a discussion held on this subject between commissioners, Mr. McMurtrey, and Attorney Robin Dunn. There is also review of the state statues to try to clarify some question and they also reference to the assessor's office. Chairman asks Mr. McMurtrey for some time to get clarification on the statues he also asks that this go to a BOE. Assessor's office will contact Mr. McMurtrey to notify him of the BOE date.

### Assessor-Cody Taylor

- **Ag Exemptions**

Cody Taylor and Kathy Howe are present on the Ag exemptions today there are new applications that have come in. Kathy explains there is an application that was denied at first but is now contiguous. Chairman explains he reviewed this earlier with Kathy.

**Motion is made by Commissioner Farnsworth to approve the ag exemption for Allen E. Grant; motion is seconded by Commissioner Hancock. Roll call taken Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

The next one is for Kelly Crystal and he is self-proclaiming he does not qualify for ag exemption

**Motion made by Commissioner Farnsworth to deny the ag exemption for Kelly Crystal; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

The next application is from Edward Metzger he is claiming that his does not qualify for ag exemption.

**Motion is made by Commissioner Hancock to deny the ag exemption on Edward Metzger; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

The next application is for Matthew Stoddard he is declaring that he is eligible for an ag exemption and has provided some receipts. Discussion is held between the commissioners.

**Motion made by Commissioner Farnsworth to approve ag exemption for Matthew Stoddard; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

The following application is for Alex Owen he is claiming he is eligible for ag exemption. The commissioners discuss this situation as they review the paperwork that was provided.

**Motion is made by Commissioner Farnsworth to approve the ag exemption for Alex Owen; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

The next application is from Luke Hicks he is stating he is eligible for ag exemption and has provided proof of his eligibility

**Motion is made by Commissioner Hancock to approve Luke Hicks for ag exemption; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

The next application is for Samuel Moss he is claiming he is eligible for ag exemption. Commissioners discuss this application and review paperwork provided.

**Motion is made by Commissioner Hancock to approve ag exemption for Samuel B. Moss; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

The following application is for Jerry Cramer he is claiming he is eligible for ag exemption. The commissioners review the application and verifications provided.

**Motion is made by Commissioner Hancock to approve ag exemption for Jerry Cramer; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

The next application being reviewed is for Tom and Karen Jensen they are claiming they are eligible for ag exemption. Commissioners review the information provided.

**Motion is made by Commissioner Hancock to approve Tom and Karen Jensen for ag exemption; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-nay. Motion passes.**

The next application is from Tom Summers JR. he is claiming he is eligible for ag exemption. Commissioners review and discuss this application

**Motion made by Commissioner Hancock to deny ag exemption for Tom Summers JR.; motion is seconded by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

Kathy presents a case to the commissioners explaining to them the situation for Jack Reeds. The commissioners discuss this with Cody and Kathy.

**Motion made by Commissioner Hancock to table the Reed Family Parcels until more information is provided. All in favor. Motion passes.**

#### Commissioners



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

**Motion made by Commissioner Farnsworth to go into executive session 67-2345(F) at 3:07 p.m.; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes**

Open Session at 3:17 p.m. Commissioners received updates on legal issues no decisions were made.

**Motion made by Commissioner Farnsworth to go into executive session 67-2345 (B) at 3:18 p.m.; motion is seconded by Commissioner Hancock. Roll call taken. Commissioner Farnsworth-aye, Commissioner Hancock-aye, Chairman Raymond-aye. Motion passes.**

Open session at 3:30

**Motion made by Commissioner Hancock to have Commissioner Farnsworth over the extension office as far as the liaison; motion is seconded by Chairman Raymond. All in favor.**

Chairman announces there was a discussion update on a personnel issue.

**Motion made by Commissioner Hancock to adjourn at 3:30 p.m.; motion is seconded by Commissioner Farnsworth. All in favor. Motion passes; meeting is adjourned.**

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*Chairman of the Board*

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*Clerk of the Board*

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*County Clerk*