

## Jefferson Co. Commissioner Meeting Minutes March 9, 2015

Meeting called to order at 9:00. Those present are Chairman Raymond, Commissioner Farnsworth, Commissioner Hancock, Emily Kramer and Clerk Colleen Poole. Phyllis Millar is clerk for the board. Pledge was given by Chairman Raymond. Prayer was given by Commissioner Farnsworth.

### Sheriff – Blair Olsen

- **Homeland Security Network Contract**

[9:02:00 AM](#) Sheriff Olsen is here to present two agreements for commissioners to sign.

The first is a renewal of an agreement between the county and the Homeland Security Network. Mike Miller explained the network contract to commissioners. The cost is \$100 a month, and is paid from 911 money.

[9:04:16 AM](#) **Motion by Commissioner Hancock to approve renewal of the Memorandum of Agreement between the Idaho Military Division and the Eastern Idaho Inter-Agency Network.**

**Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. MOA signed by commissioners.**

- **Waterways Grant Signature**

[9:05:18 AM](#) Sheriff's next item is a renewal of money allotted for Jefferson County boating safety program for Idaho Parks & Recreation. They have been allocated \$4,968 this year. It goes into their waterways fund for boating enforcement, etc.

[9:08:40 AM](#) **Motion by Commissioner Farnsworth to approve the waterways safety grant. Second by Commissioner Hancock. Roll call vote taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed. Commissioners signed the grant.**

### Carlos Aponte – Quarterly Health Insurance Report

- **Quarterly Health Insurance Report**

[9:11:40 AM](#) Chairman Raymond noted that we did receive a pharmacy benefit manager program rebate check from Blue Cross of Idaho for \$4968.90.

[9:12:44 AM](#) Carlos is here to update commissioners on health insurance information for the county. He noted that the monthly report from Blue Cross report is a little behind. There is a form that needs to be filed with IRS for our VEBA account. John Simmons is working on that.

[9:14:13 AM](#) Robin Dunn came into the room.

[9:14:20 AM](#) Carlos said that Blue Cross is coming out with some good things for the employees. He noted that last year was higher in claims than the year before. Even with the increase, we didn't hit our maximum loss ratio. He discussed the top five claims. He also noted the top ten providers. EIRMC is #1. He noted our prescription costs, which are almost identical to last year. He discussed using brand name versus generic prescriptions. Mail order for prescriptions is encouraged.

[9:21:13 AM](#) Blue Cross is coming out with some new things. First is a mobile app. Employees can look up providers. Their ID card will be on it. They can look up benefits and EOB's. They will be able to compare networks with the Blue Cross discounts attached. Employees will be able to compare rates and discounts among providers. They can also shop prescriptions. Commissioner Hancock said that the problem is with the doctors. Carlos feels that this new program will begin to push the doctors. Carlos explained how it could make a difference on renewal rates. He suggests doing an employee meeting.

[9:29:20 AM](#) Carlos feels this will bring competition into the system.

[9:33:46 AM](#) Carlos would like to come back to commissioners in April. Then he will set up a time to teach

the new items to employees. He said they will come back in a few weeks to report on the blood work that was done last week.

#### GIS - Sherry Lufkin

- **Surveyor Proposal Approval for County Control**

[9:35:28](#) Sherry is here to ask for approval of a proposal to have more survey control points collected. They sent out requests for bids for the work. She is asking for approval for Dioptra to do the work. Their bid is \$7500 which includes money from a grant from ITD. They have permission to use the grant funds. Copies of the proposal are given to commissioners. Only one proposal was received.

[9:39:25 AM](#) Attorney Dunn asked a question. Sherry noted that we do share our data to ITD. That is part of our obligation to share information.

[9:43:51 AM](#) Motion by Commissioner Hancock to proceed with contract with Dioptra to provide survey points for the county. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

#### Cody Taylor – Assessor

- **Exempt Applications**

[9:45:16 AM](#) Cody is here to discuss two tax-exempt applications. Once they have been approved, Commissioners need to send them a letter saying they are approved. The first is Mud Lake Montevieu Canal Co. She just sent them the long form application. They have answered the questions and sent the articles of incorporation. The main criteria is that they are non-profit.

[9:50:53 AM](#) Motion by Commissioner Farnsworth to exempt property from taxes for Montevieu Canal Company with #RPO8N33E351960. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[9:51:39 AM](#) The next property is Grand Teton Council Boy Scouts of America Krupp Hollow. Motion by Commissioner Hancock to grant the tax exemption for #RP05N39E330026 for Grand Teton Council Boy Scouts of America. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond Motion passed.

[9:54:01 AM](#) Kathy Howe has one ag exemption. Discussion held. Motion by Chairman Raymond to approve the ag exemption for Lyle Shupe for #RPO7N36E282495. Second by Commissioner Hancock. Roll call vote taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

#### Clerk - Colleen Poole

- **Key Control and Issue Policy**

[10:00:06 AM](#) Colleen stated that she feels that the access key policy needs some major revision due to recent events. She said that currently the policy is that keys are signed for. She feels that returned keys should be signed for as well, and returned to the sheriff, especially when there is a replacement of an employee.

[10:03:54 AM](#) There is currently no procedure for lost keys. There is not a list of who has a key to her door.

[10:04:32 AM](#) There is confusion because the Sheriff can designate someone who can hand out keys. The policy says the Sheriff's designee. There are currently at least two. Are these all from sheriff's office? Can it be a commissioner? Can it be an employee? This needs clarified.

[10:05:13 AM](#) Currently the policy states that each elected official is responsible for their respected area. It needs to be clarified.

[10:06:02 AM](#) There is a question about after hours use. Discussion held on whether each office should be locked at five.

[10:07:58 AM](#) Colleen asked about whether there should be a procedure for re-keying locks. Perhaps when there is a change in elected officials, or on a rotating basis.

[10:09:40 AM](#) Colleen is asking for some issues to be clarified. Commissioner Hancock suggested that Colleen write up what she would like to change.

[10:12:25 AM](#) Commissioner Farnsworth commented regarding lost keys.

[10:13:49 AM](#) Chairman Raymond read a statement from the policy.

[10:14:18 AM](#) Colleen asked for guidance on the designation of the sheriff.

[10:17:54 AM](#) Chairman Raymond commented about the question on the sheriff's designee. He says we would want to ask the sheriff about that.

[10:19:02 AM](#) Commissioner Hancock said it should be a line of authority. Each would have to follow the procedure.

[10:19:44 AM](#) Commissioner Farnsworth said that Commissioners should be involved with this because they are over the buildings of the county.

[10:20:34 AM](#) Colleen will bring written suggestions back to the next meeting.

### Edidt Sanchez – Social Services

- **MOU between Department of Health & Welfare and Jefferson County**

[10:22:40](#) This MOU would give Edidt access to IBES. She has to have Commissioners' signatures to have access to it. She had it when she first started working here. There is no cost to the county.

[10:25:39 AM](#) **Motion by Commissioner Hancock to accept the MOU between Department of Health & Welfare and Jefferson County. Second by Commissioner Farnsworth. Motion passed. Commissioners signed the MOU.**

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

**Motion by Commissioner Farnsworth at 10:27 to go into executive session 67-2345(D). Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed..**

[10:34:41 AM](#) Open session at 10:34. Indigent cases discussed.

**Motion by Commissioner Farnsworth to deny #2015-31 for lack of cooperation, to deny #2015-32 for lack of cooperation, to approve #2015-33, and to deny #2015-34 for lack of cooperation. Second by Commissioner Hancock. Roll call vote taken. Commissioner Farnsworth –aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[10:35:00 AM](#) - 25 minute recess. Robin Dunn left the room.

### Public Works – Dave Walrath

- **RFP for Crushing**

[10:59:36 AM](#) Dave is going to have some ½ inch chips and some ¾ inch crushed aggregate base crushed at the Crystal pit. Also he will have some ½ inch and 3/8 inch chips done at the Montevue pit. He wants to have the contract to start at Montevue, and then go to Crystal Pit. Workers in the vicinity will have to have MSHA certification.

[11:01:44 AM](#) Commissioner Hancock asked how we are going to pay them. Discussion held. Commissioner Raymond says to review verbiage on old contracts. Dave sent the RFP to eight local crushers.

- **Road & Bridge Equipment issues**

[11:04:48 AM](#) The County has started applying salt brine to county roads before a storm. He would like to get a pumping spray unit for the truck they are using. It could also be used for mag chloride application. It would be added to the truck and tank we already have.

[11:07:09 AM](#) Commissioner Hancock recommended that he check other sources for a bid.

[11:10:46 AM](#) Chairman Raymond asked how this will fit in the budget. Because of the auction last year, the cash taken in went to pay off the equipment. We will have to open the budget to put that money back in. Chairman Raymond asked for an update on Dave's budget. Dave will bring it up again next meeting.

[11:12:44 AM](#) Robin Dunn came into the room.

[11:13:23 AM](#) Dave has already mentioned the Peterbuilt truck that is burning oil. It is using about a gallon of oil a week. He gave commissioners some bids for the repair. He also has dump bodies and trailers that are rusted. He has looked into having them sandblasted and painted. He has estimates for commissioners on that. Also the D6 repair should be finished this week. Commissioner Hancock asked if the sandblasting could be done by the department. Kerri Romriell said they have tried to do it in the past, with limited success. Dave is proposing to have two of each of the bodies and trailers this year, and then two of each next year. Chairman Raymond asked Dave Walrath to get some bids from local people.

- **Remodel update**

[11:18:38 AM](#) Dave said everything for the remodel is framed. He is waiting for the electrician today. They will sheetrock sometime this week.

- **High efficiency lights at Circular Butte**

[11:19:35 AM](#) Dave has talked to Rocky Mountain Power about replacing the metal halo lights at Circular Butte with LEDs. Rocky Mountain Power has a program where they will pay for some of the cost. The estimated cost to replace the lights is about \$6000. Rocky Mountain Power will reimburse almost \$3500. The payoff is about a year and two months. There is budget available. Commissioner Hancock says he feels it is a smart move. The budget will need to be opened.

[11:22:08 AM](#) Colleen recommended that we open the budget at the end of the fiscal year. That will get it done all at once.

[11:22:48 AM](#) **Motion by Commissioner Hancock to approve the agreement with Rocky Mountain Power to change lights at Circular Butte to energy efficient lights. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Cell 1 Certification Status**

[11:24:43 AM](#) Dave wants to come up with a plan to get Cell 1 at the landfill certified, submit it to DEQ, and then get approval from them on the process he is proposing. He has approached DEQ with an idea but he hasn't got their complete approval yet. He is proposing to follow the closure plan that was in the original operating plan for a trans-evaporative cover. That plan was to put down four foot of evaporative cover and a foot of erosive cover to be put over the pile of garbage. DEQ is not really happy about the trans-evaporative cover. Dave also would like to start composting the dead animals, and then use that to get more vegetation growth out there. Madison County, Salmon, and Teton County all do it.

[11:29:43 AM](#) Chairman Raymond asked what kind of equipment composting requires from the county. Dave said we already have the equipment needed. He would have a contractor do chipping of limbs etc, and then the county would keep the chips. He is proposing doing the composting where the dead animal pit is now. He would like to monitor when the dead animals are put in the pit. He thinks this could help to get DEQ's approval.

[11:34:32 AM](#) Commissioner Hancock noted there is a fund to pay for disposal of dead animals. That money could be used for the chipping. **Motion by Commissioner Hancock to approve having Dave Walrath do a test run on a compost pile for dead animals. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[11:37:06 AM](#) Chairman Raymond noted that commissioners have signed the document on the Watt Smart program for the lights at the landfill. He saw that one electrician has been contacted. Chairman Raymond asked Dave to contact another electrician to compare prices on having the work done.

[11:38:08 AM](#) Robin Dunn left the room.

[11:37:42 AM](#) Commissioner Hancock discussed ITD's request for a list of people to have on a communications committee. Also there is a transportation committee. The current transportation plan will soon need to be updated.

[11:40:18 AM](#) Dave mentioned that part of every transportation plan includes a list of capital improvement projects. They should be dovetailed with the impact fee program. A new group should be chosen for updating the transportation plan

[11:43:06 AM](#) Dave has hired a firm to inspect our bridges that are under 20 feet. The State inspects those over 20 feet. Commissioner Hancock asked for a report on the bridges at the next meeting.

[11:44:00 AM](#) Robin Dunn came into the room.

[11:44:29 AM](#) Break for lunch.

#### Travis Argyle – American Insurance

- **Insurance Proposal**

Mr. Argyle is here asking for information on our health insurance. He is from Archibald Leavitt Insurance Center.

[1:00:38 PM](#) They are asking for a letter of authorization. They would just like to review our benefits. It is no extra work for the county. They would like look for ways they could benefit the county.

[1:03:54 PM](#) Commissioner Raymond asked if they can just provide us a proposal. He is not in favor of doing the letter of authorization.

[1:06:20 PM](#) Commissioner Hancock asked if they can provide to us their fee structure, and then we can do the comparison.

[1:09:18 PM](#) Commissioner Hancock said we can give them our information so they can prepare a proposal.

[1:10:07 PM](#) Mr. Argyle did this process in Fremont County and saved them over \$30,000. Commissioners said they will need legal advice on what we can release. Travis talked about what services they provide.

#### Commissioners

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

**Motion at 1:15 by Commissioner Hancock to go into executive session 67-2345(B). Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed unanimously.**

Back in open session at 1:43. Discussion held on a personnel issue. No action required.

[1:16:57 PM](#) Robin Dunn came into the room.

- **Certificates of Residency – none to sign.**

- **Costco Proposal**

[1:44:52 PM](#) Colleen explained that Costco wanted to come and present a proposal to the county. She said they can do two different things. One is to do a membership that is specific to the county for county purchases. The other is a personal group rate discount for workers of the county. Emily explained that we have never done the second one. Commissioner Hancock explained a similar situation while he worked at the Site. He said it was done through an employee organization. Commissioner Raymond said he would like to encourage people to buy locally.

- **Behavioral Health Center Agreement**

[1:48:42 PM](#) The county had an agreement with Behavioral Health that expired in 2012, and it needs to be renewed. Robin Dunn explained how the agreement is cost effective. Discussion held. **Motion by Commissioner Hancock to sign the service provider agreement with the Eastern Idaho Health Service Company. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Commissioner Meeting Agenda**

[1:54:32 PM](#) Colleen discussed the issue of scheduling times versus time blocks. Commissioner Hancock prefers the blocks. Discussion held. Commissioners want to try the blocks for a little longer. They asked that we do one hour blocks.

- [2:01:07 PM](#) Break while commissioners read minutes and claims.

[2:01:07 PM](#) Robin Dunn left the room.

[2:14:35 PM](#) Robin came back in the room.

- **Approve Commissioner Meeting Minutes, Jail Inspection Minutes**

[2:20:01 PM](#) Motion by Commissioner Farnsworth to approve Commissioner Meeting minutes dated January 9, 2015. Second by Chairman Raymond. Motion passed.

[2:20:24 PM](#) Motion by Commissioner Hancock to approve Special Commissioner Meeting minutes for February 26, 2015. Second by Commissioner Farnsworth. Motion passed.

[2:20:59 PM](#) Motion by Commissioner Hancock to approve Commissioner Meeting minutes as corrected for February 23, 2015. Second by Commissioner Farnsworth. Motion passed.

[2:28:42 PM](#) Discussion held on jail inspection minutes. **Motion by Commissioner Farnsworth to approve the jail inspection minutes of March 4, 2015. Second by Commissioner Hancock. Motion passed.**

- **Claims**

[2:31:20 PM](#) A question on a claim was discussed. Clerk Colleen Poole did some research on the matter. Mr. Dunn suggested that we send in the bill at \$70 an hour. Commissioner Hancock suggested that we negotiate the bill. **Motion by Chairman Raymond to pay Laura Gaffney at the court appointed rate of \$65 for ten hours. Second by Commissioner Hancock. Roll call vote taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

[2:37:40 PM](#) Motion by Commissioner Farnsworth to approve claims for February 23, 2015 to March 6, 2015 with the corrected amount of \$210,926.96. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

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

[2:38:46 PM](#) Motion to go into Executive Session 67-2345(C) by Commissioner Hancock. Second by

Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner – aye, Chairman Raymond – aye. Motion passed.

Open session at 2:48. Discussion held on interest in a property. No decision made.

**Attorney – Robin Dunn**

- Executive Session 67-2345(F)  
[2:48:37 PM](#) Motion at 2:48 to go into executive session 67-2345(F) by Commissioner Farnsworth. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

Open session at 3:58. Discussed some pending legal issues. No action taken.

[3:58:25 PM](#) Motion by Commissioner Hancock at 3:58 to amend the agenda to go into executive session 67-2345(B). Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

[4:44:51 PM](#) Open session at 4:44. Discussed personnel issues. No decisions made and no action taken.

[4:45:34 PM](#) Chairman Raymond will be late to Commissioner meeting on March 23. He asked Commissioner Hancock to be the chairman until he arrives.

[4:45:55 PM](#) Motion by Commissioner Hancock to adjourn at 4:46. Second by Commissioner Farnsworth. Motion passed.

---

*Chairman of the Board*

---

*Clerk of the Board*

---

*County Clerk*