

Jefferson Co. Commissioner Meeting Minutes June 8, 2015

Meeting called to order at 9:00. Those present are Chairman Raymond, Commissioner Hancock, Commissioner Farnsworth, Attorney Robin Dunn, Public Works Dave Walrath, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge given by Chairman Raymond. Prayer given by Robin Dunn.

Jefferson County Mosquito Abatement – Chad Williams

- **Building Information**

[9:02:05 AM](#) Chad Williams Manager of Jefferson County Mosquito Abatement and JT a board member are here. Wanted to review the building information they had previously discussed. Reviews what types of building they are looking for they want this on the Road and Bridge property.

[9:04:17 AM](#) Chad goes over handout with the requested proposal. They want to build a 40X60 or 40X100 building.

[9:05:27 AM](#) Public Works Dave Walrath joins the discussion. They don't want this to interrupt procedures at Road & Bridge. Talks about location of the building Robin Dunn explains they would need to have a separate entry way.

[9:06:51 AM](#) Chad says they work around 6am to 3pm and sometimes 9pm to 11pm. 5-6 days a week. It hasn't been as bad as expected this year. Mosquitoes are not maturing as quickly. Are trying to infringe on Road and Bridge as little as possible. They would get a bigger set back so they can go and unload chemicals through the front.

[9:08:46 AM](#) Chairman Raymond's concern is that is lowest spot of the yard. Dave does know that the city did go and do some work. Will have to make sure they are not blocking any utilities. Dave says they might have to have security cameras.

[9:10:55 AM](#) Chairman Raymond states they are looking at the corner location pending certain things.

[9:11:18 AM](#) Commissioner Hancock thinks it should be a good spot as long as it doesn't affect Road & Bridge and they check where utilities are.

[9:12:30 AM](#) Chairman Raymond states that this would still be Jefferson County property.

[9:12:47 AM](#) **Motion by Commissioner Farnsworth to grant permission to build a 40X60 or 40X100 building as long as it does not affect Road & Bridge or Utilities. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

Weed Department – Mitch Whitmill

- **Resolution #2015-20- Transfer of Funds**

[9:14:30 AM](#) Mitch discusses the transfer of \$50,000 from Weed Trust into the Weed Fund for the 2015 Budget.

[9:15:28 AM](#) **Motion by Commissioner Hancock to approve Resolution #2015-20 for the transfer of funds from the Weed Department. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

Public Works – Dave Walrath & Cody Taylor

- **Approve vehicle sell to the Assessor's office**

[9:17:17 AM](#) Dave and Cody are here to discuss the Chevy Equinox. Dave said they had some of the appraisers drive this vehicle and Cody believes they can make it work. They have agreed at \$19,500 with an oil change and a washing. Cody had gotten a bid for a brand new vehicle and it was \$20,061.

[9:19:55 AM](#) Commissioner Hancock asked if Dave has priced a truck. Dave said he is looking at a pickup at the fleet bid. Dave discusses there is enough in his budget for a truck.

[9:22:22 AM](#) Cody mentions that this will leave her with an extra vehicle in her department. She does not want to maintain another vehicle. Commissioner Farnsworth states the Sheriff might have some extra vehicles as well and they could auction them off. Dave also mentions a public auction site online he uses.

[9:24:26 AM](#) Chairman Raymond says to get with Sheriff Anderson and come back with a resolution.

[9:25:11 AM](#) **Motion by Commissioner Hancock to approve the vehicle transfer between Road & Bridge and the Assessor's office. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Acquiring gravel pit north of the county line C&D landfill**

[9:26:36 AM](#) Dave had been contacted about buying this depleted gravel pit. Said this is a good place for a transfer station. Mr. Walters had not gotten back to him with any pricing before this meeting. Gives the Commissioners a handout to view the property. Dave said he is going to wait and see what Mr. Walters wants for the property.

[9:29:20 AM](#) Dave discusses value and it's not very high since it is a depleted gravel pit. But it is something that could expand their area with a transfer station. Hope to have a price for them by the next meeting.

[9:31:21 AM](#) Wanted to inform Commissioners that Paragon and some others will be out at Circular Butte Landfill to certify cell 1 on June 17.

Recess for 27 minutes
Robin Dunn left the room

Assessor – Cody Taylor & Joyce Briggs

- **Cable One Contract**

[9:59:11 AM](#) Joyce explains the change that was made in internet service. They still owe Cable One since they had signed a contract. Is questioning if she should pay monthly or pay them out in full?

[10:02:44 AM](#) Joyce had called Cable One they had left the service on to make sure they were covered during the transition. Commissioner Hancock asks about entering into a 3 year contract is not usually allowed. Chairman Raymond thinks they should give this to Robin Dunn to look at. Joyce says they are up and running with the new systems they did have a few problems and had to have Computer Arts do a few things. But all the glitches have been taken care of.

[10:06:18 AM](#) When Joyce had done these contracts she had gone to Clerk Chris Boulter and was given the permission to sign it. Commissioner Hancock talks about the termination information.

[10:07:48 AM](#) Chairman Raymond wants Robin Dunn to look into this. Joyce asks if she should pay her monthly fee. Chairman Raymond said to pay monthly until they decide what to do.

[10:08:20 AM](#) **Motion by Chairman Raymond to authorize Robin Dunn to look at the Cable One Contract. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

Treasurer – Kristine Lund

- **Bank Account Discussion**

[10:10:06 AM](#) Kristine is here to discuss some of the County Accounts. Has been working with the Sheriff's office to maintain all of their accounts. Has also been doing a search on the County Employer Identification Number. Wants this to be more secure. Asking if Commissioners think taxing districts should be using this number?

[10:15:13 AM](#) Kristine feels that if Jefferson County's EIN is being used that we should know about it and be able to track it as well as audit it.

[10:17:11 AM](#) Robin Dunn is in the room.

[10:17:17 AM](#) Kristine has found a few places using the County EIN. Not sure why these places are not using their own.

[10:18:50 AM](#) Kristine is trying to clean up what is out under County name and tax ID number. Wants to know how to proceed with these individuals that are using this number. Suggested to go back to the bank so they would have a date to go back on of when account was opened.

[10:23:54 AM](#) Kristine was contemplating a letter from Commissioners to banks as some sort of backing. She is having problems with banks giving her the information she needs. She also mentions that she has some employees listed on the account. The banks are informing her that she needs the employee's permission to change certain things and that is just not going to work.

[10:24:34 AM](#) Mentions that the Extension Office has a County account. Kristine had thought they had separate accounts. Chairman Raymond thinks that extension office account should go to Kristine and that the University of Idaho money should be going to different account. They do have debit and credit cards through the county. Is there still a need for them to have credit cards? Chairman Raymond states they do have a gas card which would remain. Kristine, Colleen and Farrell need to work closely to separate accounts to make sure University funds are not commingling.

[10:28:59 AM](#) Robin Dunn explains they said they have two accounts and only had one through Jefferson County. We don't want our EIN associated with any University money. Supposed to have an account for each funding group.

[10:30:39 AM](#) Kristine feels that they should be using the claim system through the Clerk's office. Is wondering why they have the EIN with the county when they have no control over it. Robin explains that is where the County budgeted money is going.

[10:31:48 AM](#) Commissioner Hancock states they should have two accounts. Kristine feels they could just use the claim system and not having an actual account with a debit card. May have to have Lorie come in and talk about how this is used.

[10:34:32 AM](#) Chairman Raymond wants to revisit this after Kristine, Colleen, Lorie, and Farrell can sit down and discuss. Thinks Farrell will have some good insight on this, he will be here next week.

[10:37:26 AM](#) Kristine asks about letters to financial institutions do the Commissioners think it is necessary. Commissioner Hancock states that Kristine has the right to be asking for this information and she is protecting the county's interest.

[10:39:40 AM](#) Commissioner Hancock is concerned a general letter would not work where there will be different rules at each bank. Kristine appreciates when the bank is doing their job. Financial Records are not public records they need to protect this information.

[10:40:50 AM](#) Chairman Raymond states they are not qualified or elected to do her job. If she feels a letter of support is needed that is something they are willing to give. Commissioner Hancock feels that it is not necessary but they do support her. Kristine did want to let the board know what was going on.

Social Services – Edidt Ramirez

- ***Executive Session 67-2345 (D) – Records Exempt from Disclosure***

[10:46:16 AM](#) Motion by Commissioner Farnsworth 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.

Open Session at 10:52

[10:52:20 AM](#) Motion by Commissioner Farnsworth to deny case #2015-40 for lack of cooperation. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond -aye. Motion passed.

Recess until 1:00

Assessor – Cody Taylor

- ***BOE- Noe & Maria Figuero***

[1:00:59 PM](#) Kathy, Jessica and Cody are here to present this Board of Equalization hearing.

[1:01:30 PM](#) Motion by Commissioner Hancock to go into a Board of Equalization Hearing. Second by Commissioner Farnsworth. All in favor – aye. Motion passed.

[1:02:17 PM](#) Robin Dunn is in the room.

[1:02:41 PM](#) Chairman Raymond swears in spokesman for Noe who is his daughter- in- law Shaylin Barrett and Kathy Howe from the Assessor's office.

[1:03:15 PM](#) The house had burned down March 14th they are looking for an adjustment on taxes. The fire completely destroyed the house out in Terreton.

[1:04:26 PM](#) Noe wants to know the amount of what he is going to have to pay. Will be January through March 14th when fire accrued. Kathy states it was valued at \$10,621. Kristine would have the actual tax amount.

[1:07:50 PM](#) **Motion by Commissioner Farnsworth grant the casualty loss exemption and waive the solid waste fee. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **BOE – Austin Farmer**

[1:18:30 PM](#) Did not attend his meeting.

Attorney – Robin Dunn

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

[1:21:33 PM](#) **Motion by Commissioner Hancock to go to Executive Session (F)-Legal and to amend agenda to move Executive Session from 3:00 to 1:21. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

Open Session at 2:07

[2:07:12 PM](#) **Motion by Commissioner Farnsworth to go with prosecution's request of \$1023.00 for restitution and questions 2 and 3 are neutral. Second by Commissioner Hancock. Robin Dunn clarifies the restitution is for the Blair Olsen case. Question 2- How did this affect the county? They went with neutral because of difference of opinions. Question 3- What punishment would they recommend? Choose to stay neutral and leave it up to the Judge. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

Planning & Zoning – Steve

- **Beasley Subdivision Final Plat**

[2:09:30 PM](#) This is for 4476 E 200 N in Ririe which is an R5 zone. The purpose of this is to divide the lots. It is out of the impact zone. The private road will be able to maintain 3 lots.

[2:11:40 PM](#) Any questions? Commissioner Hancock asked about sizing of the lots. Discuss the road access.

[2:13:30 PM](#) Robin Dunn left the room.

[2:13:38 PM](#) **Motion by Commissioner Farnsworth to approve Beasley Subdivision Final Plat. Second by Commissioner Hancock. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed**

Commissioners

- **Fuel Bidding**

[2:17:33 PM](#) Dave Walrath is here Commissioners wanted to bring this up because they have had some offers coming to them for fuel. The State has a contract for fuel, but this does not always demonstrate the lowest fuel price. Dave gives the Commissioners a handout on some of the bids he uses.

[2:22:07 PM](#) Dave thinks this gives them some flexibility. They do not have the capacity to hold a lot of fuel and these companies will bring the gas to them the day they order. They are using ethanol free regular gas and a lot of vendors do not offer this. Shows that this fuel is better for the equipment. Diesel is the main fuel that is used. He understands being fair on how they are getting quotes and feels he is he does get as many quotes as he can.

[2:26:36 PM](#) It is nice to be able to obtain the fuel in bigger quantities but does not currently have enough storage tanks.

[2:31:34 PM](#) Robin Dunn is in the room.

- **Anniversary Dates**

[2:36:13 PM](#) Had discussed this in a previous meeting. They have the budget year, anniversary date, and a hybrid date. The hybrid would be where they can pro-rate the raises to make everyone be on the budget year. Would require some additional communication but it wouldn't be everyone at once. Discuss the pros and cons of what date to use.

[2:54:13 PM](#) Robin Dunn left the room.

[2:59:48 PM](#) Discuss the Step & Grade process and how they can budget accordingly. Thinks they can get this into a hybrid policy within 2 years. Chairman Raymond wants to make a suggestion to make up an addendum to the employee policy. Detailing the step & grade and something detailing the hybrid policy so that they can review before they make a final decision.

- **COLA**

[3:05:58 PM](#) Emily discussed the consumer index information requested in a previous meeting. Have had some questions since the cost of living has gone up so high. COLA includes all employees even elected officials.

- **Resolution #2015-21 – Transfer of Funds- Commissioner Contingency**

[3:16:07 PM](#) This is a resolution for the payroll audit from the Sheriff's office. Transferring funds from Commissioner Contingency to Justice Fund for \$72,724.36 and Emergency Communication Fund for \$2,589.71 for a total of \$75,314.07.

[3:19:31 PM](#) **Motion by Commissioner Hancock to approve Resolution #2015-21 for the transfer of funds from the Commissioners Contingency Fund to the Justice Fund and Emergency Communication Fund for a total of \$75,314.07. Second by Commissioner Farnsworth. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Approve Commissioner Meeting Minutes**

[3:21:53 PM](#) Discuss progress on Mud Lake building from previous meeting. Discuss changes with minutes.

[3:27:06 PM](#) **Motion by Commissioner Hancock to approve May 26, 2015 Meeting Minutes. Second by Commissioner Farnsworth. All in favor – aye.**

- **May 11th Commissioner Meeting Minutes**

[3:28:59 PM](#) Had changed some of the wording in the contracts portion.

[3:29:31 PM](#) **Motion by Commissioner Farnsworth to reapprove Meeting Minutes for May 11, 2015. Second by Commissioner Hancock. All in favor – aye.**

- **Approve Special Commissioner Meeting Minutes**

[3:34:14 PM](#) **Motion by Commissioner Farnsworth to approve Special Meeting Minutes for May 27, 2015. Second by Commissioner Hancock. All in favor – aye. Motion passed.**

- **Certificates of Residency**

[3:35:44 PM](#) Discusses the certificates of Residency.

[3:36:52 PM](#) **Motion by Commissioner Hancock to approve Certificate of Residency for Sierra Crystal, Jessica Kofoed, and Madeline Peterson from the College of Southern Idaho. Madeline Peterson from North of Idaho College. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.**

- **Approve Claims**

[3:39:12 PM](#) Discuss claims

[3:39:30 PM](#) **Motion by Commissioner Hancock to approve claims from 5/12/2015 to 5/29/2015 for \$199,602.97. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed**

[3:41:17 PM](#) **Motion by Commissioner Farnsworth to adjourn at 3:41. Second by Commissioner Hancock. All in favor – aye. Motion passed.**

Open Session at 3:46

Motion by Commissioner Hancock to deny ag exemption for Austin Farmer due to missing April 15th deadline and his earlier BOE meeting. Second by Commissioner Farnsworth. Roll call taken. Commissioner Farnsworth – aye, Commissioner Hancock – aye, Chairman Raymond – aye. Motion passed.

**Motion by Chairman Raymond to adjourn at 3:48. Second by Commissioner Farnsworth. All in favor – aye.
Motion passed.**

Chairman of the Board

Clerk of the Board

County Clerk