

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
NOVEMBER 6, 2017**

Meeting called to order at 9:00. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Probation Tammy Adkins, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Hancock. Prayer offered by Chairman Farnsworth.

PROBATION – TAMMY ADKINS

• **QUARTERLY REPORT**

[9:00:54 AM](#) Tammy did not have a lot of change over the quarter. Provides a quarterly report. **(Exhibit A)** Todd Burgess is the new officer. He has graduated from POST. All of her staff is certified. Did lose a part-time position. Have this filled she will start tomorrow morning. The numbers are down a bit across the board. Were able to meet most of the performance goals. Did not meet on adult misdemeanor they only had fifty-seven percent. This is something to shoot for in the goal area. Within the next year they will be getting Odyssey. Other counties that have implemented this they have seen the cost of supervision drop dramatically. They want these payments to go immediately to the court clerk. Will have to work with the clerks on this. There are priority of payments. If someone pays a current case the fees would automatically go towards restitution first. Until this restitution is paid the county does not receive fees. If they have anyone with past cases they will not see much money. There will be some changes with this. Gave Chairman Farnsworth the list of individuals.

[9:05:38 AM](#) Commissioner Hancock asked on restitution do they file a lien on the property. Tammy said the individual can that is getting restitution. Commissioner Hancock asked if they could do the same thing. Tammy said in other counties they have held off because they know that Odyssey is changing. Some do a hearing every month if their fees are not paid. If they do not appear they can be brought in for failing to appear. This has seemed to increase collection for Bonneville County. This will be something they figure out. Sometimes they can use a collection agency. Also can file a lien with the IRS if they get a refund these funds are grabbed to pay the fees. Have an eighty percent collection rate. This is only on the fees and fines that are owed.

NBW ARCHITECT – SCOTT NIELSON

• **ANNEX BUILDING**

[9:09:26 AM](#) Scott said that they were here this morning talking with Levi and they are getting serious outside. Dwayne said they have looked at possible items for cost saving. Felt the mechanical came in higher. Have designed the best system for the building with the money. With changes always comes caution. Recommends the first option he contacted three other temperature control dealers. This was the best price out of the three. Not sure what the price was with the system. Scott said approximately \$100,000. Dwayne said this is around \$70,000 so a cost saving of \$30,000. The issue will be the difference in systems. To be fair they may go back to Delta and see if they can drop the cost down. If they know this is flat spec they get full price. The nature of the business is that they will not get a lot back on this. Still want the same overhead in profit. Have spoken with mechanical and plumbing subcontractors. Do not know 100% until they run this through DL Beck. The temperature controls is comfortable they can save \$30,000. Can have these individuals come in and give a presentation with the commissioners or the maintenance department.

[9:15:07 AM](#) Looked at the forty-one boxes this is how many control zones they have. On the back of the plans he has highlighted areas where they could combine these units. Each one they can combine is a \$1,500 savings. The advantage of a VAV box is they are allowed to have smaller zones. There are nine removed at \$1,500 but they would be giving up comfort. There is a point where it gets to large it does not make much sense. Had suggested they move the fire and IT room into one large room. These each have a Mitsubishi unit. Most of the data is still here in this building. Scott said the split system and a wall are probably around \$5,000 to \$7,000.

[9:18:26 AM](#) Dwayne said that eliminated the two air handlers and putting one box car unit on the roof. Scott checked with structural would be substantial. Dwayne said this frees up two rooms one on the third floor and one in the basement. Scott goes over the room they would be saving is the one right next to the restroom. Dwayne would need to figure a spot somewhere in the middle of the building for the ducts of the unit. It is easier in the middle than to the side. Would need three feet by six foot. If they try to get this into one duct. Have to be ten feet away from exhaust fans and plumbing units. These are some of the pluses on this. Have talked with electrical if they get rid of the two units and chiller this would be about a wash on that. Did not see anything big there. Doing maintenance mainly in the winter on the roof. Have done numerous buildings that have these big box car units. This is a common way to do this. Had started this direction but then were informed of the issues with the units on this roof. Downside is the maintenance. If this unit goes down the whole unit does. This is mechanical sometimes this will break down.

[9:23:08 AM](#) Scott said if they look at this for saving \$40,000. Would have to give up maintenance. This is a cost savings initially. Dwayne said they had discussed putting heaters in the basement for now. This would allow them to downsize the box car unit. This is fully sized to heat the basement. If they keep this with the VAB then they can finish off spaces as they finish it. Commissioner Hancock

said that it would be more expensive to finish this correctly later. Scott said an illustration how much this costs now and how much it will cost to maintain over the years. Dwayne said they have hot water reheat the air handler's supply the air then it gets to the VAV box.

[9:28:27 AM](#) Scott asked on the dependability of the equipment. Dwayne said this is different type of equipment. The chillers they chill cold water. Have multiple compressors either way. If one goes down the whole system is not down. Scott asked is there is an advantage to go from forty-one to thirty-two. Dwayne said no this would affect comfort. There is no maintenance all of this is done here at the main unit. Thinks they should do the temperature controls. Thinks they should move the rooms together. Does think that changing to the box car unit will save money but the hard part is they will not know until they redesign this and give it back to bid. Probably should sit down with DL Beck and the subcontractors. Scott said they would probably wait for drawings before they give numbers. Scott would like to cut costs but they need to look at the long term as well as comfort. Dwayne said the smaller the zone the more comfort. Can see these in the drawings where these VAV boxes are located. Commissioner Hancock said they will need to relocate the water line. Scott said they will be getting some submittals in. Commissioner Hancock believes the controls and combining the rooms for sure.

[9:36:01 AM](#) Commissioner Martinez mentions they had spoken with Garn on combining the room and he was fine. Scott asked what they would need to make their decision. Scott needs to know what they thing on the box car unit. Commissioner Hancock said that they could check with the contractor on a rough price savings.

[9:37:53 AM](#) Dwayne said one of the suppliers were looking at going electric they cannot do that if they have air handlers. This would be expensive. Commissioner Hancock said the maintenance and operating costs would be a lot higher. Does not think this would be cost effective. Scott asked about cutting down the number of VAV box. Commissioner Hancock does not think this would be worth it.

[9:39:15 AM](#) **Prosecutor Paul Butikofer is present**

[9:39:46 AM](#) Commissioner Martinez asked how long for the water line. Scott said they did not say probably three to four days. Commissioner Martinez was just concerned about the Sheriff's Office. Scott said once this is located would only be down a few hours. Scott said they have ripped out the sprinkler systems. Will begin hauling out dirt with semis this week. If the weather stays reasonable they will stay going.

- **ANNEX MATERIAL TESTING**

[9:43:41 AM](#) Commissioners do not have these bids. Scott will have to find these and email them up to review later in the day. Chairman Farnsworth thinks he knew which one he wanted to go with but should probably look back through these. Chairman Farnsworth said they will move this down to the 4:00 hour to review.

[9:51:03 AM](#) Recess until 10:00

Open session 10:00

SHERIFF'S OFFICE – CAPTAIN WOLFE – CAPTAIN ORTEGA

- **VEHICLE PURCHASE**

[10:00:17 AM](#) Captain Wolfe and Captain Ortega are wanting to purchase a civil vehicle and a jail transport van. Captain Wolfe found one that meets their needs for \$17,617 this is for the civil vehicle. They budgeted \$23,000. This is used by the civil deputy to serve civil process papers on behalf of Sheriff. This is a 2017 Ford Taurus. Will move the vehicle that they use now for a training vehicle. This will be used for uncertified personnel to go to training. Have five old vehicles they are trading out of their fleet. Commissioner Hancock asked if they are giving \$5,500 for five vehicles. Captain Wolfe said these are such high miles they are not getting a high return out of them. This car is at Tadd Jenkins. The van is at Gooding Motor. Commissioner Hancock said this is the state contract.

[10:04:07 AM](#) Captain Ortega said they are getting close to 200,000 miles on the van they have. They have a lot of transports lately. This is a passenger van. Chairman Farnsworth asked if this comes with the transport cage. Captain Ortega said no they do not install the transport cages this is just for the van. Commissioner Hancock asked what they will do with the current van. Captain Ortega said they have been doing a lot of transports for the US Marshalls. Will keep this for local transports. They cannot take males and females at the same time since they cannot be that close together. Commissioner Hancock asked how much to retrofit. Captain Wolfe said they do not have a finalized cost the material is \$17,000 to \$19,000. This will not be incurred immediately. Commissioner Hancock asked if they have the funds. Sheriff Anderson said they budgeted for this as well. Captain Wolfe said this vehicle will be new from the factory. The civil one would be immediate. They will only add a radio in this car. Captain Ortega goes over the additions on the cost. They have to add the steps to be able to get into the van. Captain Wolfe said this is right around \$37,000 with these additions.

[10:07:51 AM](#) **Motion by Commissioner Martinez to authorize the Sheriff's Office to purchase a 2017 Ford Taurus for \$17,617.25 and a transportation van at \$34,499 plus the additional accessories needed for approximately \$4,000. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

SOCIAL SERVICES – JACKIE MAUPIN

- **EXECUTIVE SESSION 31-874 & 74-206(D) – RECORDS EXEMPT FROM DISCLOSURE**

[10:12:50 AM](#) Motion by Commissioner Hancock to go into executive session 31-874 & 74-206 (D) – Records exempt from disclosure. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 10:21

[10:21:40 AM](#) Motion by Commissioner Hancock to deny case #2018-01 and #2018-06 for lack of cooperation. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

COMMISSIONERS

- **IDAHO FALLS AMBULANCE CONTRACT**

[10:23:17 AM](#) Colleen said they re-sent this taking out the three percent increase. This was already approved and is the exact amount that they budgeted.

- **ROAD & BRIDGE VEHICLE INSPECTION**

[10:23:52 AM](#) Prosecutor Paul Butikofer is not in attendance.

[10:23:52 AM](#) Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Colleen Poole and Audrey Moon go out to inspect vehicles. Head to Jefferson County Lake. Have a backhoe John Deere 710J out here. Is in good shape. Has 3,390 hours. The back tires are in good shape but the front are not. Needs to have a county logo on this equipment. Head over to the Road & Bridge office. Look at a FL70 Oil Distributor. This is dirty and needs a county tag. Have a 3412 Hamm roller. This has a broken window in the door. Also needs a county tag. Have a large snow blower. Have an old Ford dump truck with a rusty floor. Commissioner Hancock believes they got this from the state. View two flat trailers. Dave comes out they have a CAT grader out on the Archer Highway. Commissioner Hancock mentions to Dave that the equipment is missing county logos. Dave does have these. Have belly dumps that have been refurbished. Sign truck has a logo. Go into the sign shed this is nice and clean area. Look at a Peterbilt dual dump truck. Have reconditioned dumps that look nice. Look at a John Deere 770 CH road grader this is one they want to replace. Has around 10,000 hours. Has an issue with the transmission. Dave has a sale agreement to present later this is something they have budgeted for. Go into the offices. The shop has a Volvo B7 grader that they are fixing hydraulic hoses and a pump. Dave has George out in Hamer patching they can take out 8,000 gallons of oil. Now he can do three loads a day. Pickup pulls this out to the area. Commissioner Hancock asked for access to iWorks. Leave the office go around the back where the Sheriff Office compound vehicles are. Go out to the Archer Highway to look at equipment that is working.

Open session 1:01

PLANNING & ZONING – IAN ZOLLINGER

- **PUBLIC HEARING – ADMINISTRATIVE PLAT – GEORGE NEWBY**

[1:01:33 PM](#) Ian is here they have had some issues with printing this plat. Applicant has asked to have this rescheduled to hear on November 20, 2017.

[1:02:13 PM](#) Motion by Commissioner Hancock to table this public hearing for George Newby and reschedule this for November 20 at 2:00. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

ASSESSOR – CODY TAYLOR – TREASURER – KRISTINE LUND

- **TAX VALUE CANCELLATION**

[1:02:57 PM](#) Cody said that the new firehouse property bought in Menan needs to be tax exempt. This is a taxing entity so this needs to be moved to an exempt property. (Exhibit B)

[1:04:27 PM](#) Motion by Commissioner Hancock to cancel property tax on parcel #RPE0222009003L due to Central Fire is a tax exempt agency. This cancellation is for \$2,297.39. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

TREASURER – KRISTINE LUND

- **COMMERCIAL CREDIT CARD**

[1:06:03 PM](#) Kristine goes over a different thought. Kristine Hayward and Chance Park came and met with them. Have not visited with Colleen on this. In the paper there was an article that showed Zions Bank giving the school district a \$25,000 check. Tried to be conservative. Monitor the credit cards and try to keep a tight safety net on these. With this commercial card program this gives the ability to offer a higher limit. Could have the ability to reduce and increase limits for a week or a few days with needs coming through. Left \$4,200 on the table with minimal conservative use of the credit cards. Have a lot of vendors that are pushing being paid with credit cards for various reasons. There are no fees with this. They would not pay for this.

[1:10:21 PM](#) Her staff has a spreadsheet to track everything on the loaned out cards. This would have more useable functions to keep this information. Commissioner Hancock asked what safety precautions or controls would they have? Kristine said they would have three in control could have herself, Colleen and Marla. Kristine said they have five cards in the Sheriff Office and have thirteen cards amongst other users. Will still keep these at \$1,000. If they have something where they have a vendor list if they accept these types of payments. If they have ten percent of these utilizing this program it would be additional funds. Feels they are leaving money on the floor. Looked up last year and they left \$4,200 on the table. Commissioner Hancock said with utilizing this they could find vendors that would accept this as payment. On the individual cards they can fine tune them to specific locations. So much business is going in this fashion. Feels they could increase this amount by using the card. Wanted to bring this in. They would have to get new cards. These can have the Jefferson County logo on these to help with security. Rebecca supports this idea there are times she has to check out multiple cards because the limit is not high enough. Have to pay for the item with two to three cards. Would have to check on the federal rules can they benefit on the money they are spending on the grants.

[1:18:39 PM](#) Can see mostly pros with this. Would be the first to come to them if something was opening them up for any issues. Commissioner Hancock asked if there is any cover for fraud. Kristine said they had three or four situations and once she is aware she is on top of this. They open this as an investigation and get a new card open. Any higher increases would be temporary. Chairman Farnsworth thinks this is a good idea. Kristine feels this is a way to get this amount back. It is a change.

[1:21:17 PM](#) **Motion by Commissioner Hancock to change the current credit cards to commercial cards with Zions Bank and obtain cash back of one percent on purchases. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

EMERGENCY MANAGEMENT – REBECCA SQUIRES

- **TRAVEL AUTHORIZATION**

[1:22:43 PM](#) Rebecca goes over travel authorization for the Idaho Emergency Management conference if February 8, 2018 through February 15, 2018. Is in the state planning committee where they obtain partnerships. This starts on noon on Monday. Ideally would like to head out Sunday evening in case of weather issues. Wants to leave early but if they would rather she can leave early Monday. Just wanted to get their approval. Chairman Farnsworth asked when the mid-winter conference starts. If Rebecca's starts Monday at noon she may need longer to drive over so she is prepared. Rebecca said this is grant reimbursable. When she is out of the area the state would like to have a point of contact. Commissioner Martinez thinks one of them or the Sheriff. Chairman Farnsworth said that she can add him for this contact.

[1:32:45 PM](#) Rebecca has been working with the National Weather Service and other emergency managers to assign flood stages to the flood gauges in Menan and Lewisville.

Open session 2:00

[2:00:46 PM](#) **Deputy Prosecutor Weston Davis is present.**

PUBLIC WORKS – ROAD & BRIDGE - DAVE WALRATH

- **FUEL CONTAINMENT STRUCTURE BIDS**

[2:00:46 PM](#) Dave only has two bids. They did not get the other one back yet. Commissioner Hancock asked if they will have a contained pad. Dave said there is a formula on determining containment. Straight Arrow was cheaper than Brandon Landon. Have not got anything from KB. Only have the two so will need to wait. Weston said they need to solicit three on \$30,000 they do not even need to bid out. Two is okay. Dave said they have had Straight Arrow do work. They do have a public works license. Would like to at least get the tanks in. Will have concrete pads for the new fuel structure. Dave asked if they get a bid from KB if this is under \$25,000. Commissioner Hancock said they never said a price. Chairman Farnsworth said that they would prefer going with Straight Arrow since this bid is in. Thinks if KB wanted to bid they should have gotten this in.

[2:07:44 PM](#) **Motion by Commissioner Martinez to accept the bid from Straight Arrow for the fuel containment at Road & Bridge for \$22,500. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **NEW MOTOR GRADER**

[2:08:35 PM](#) Would like to get another grader and trade in the John Deere. They are able to piggy back off the last year's price. Put \$600,000 in capital account. Have not gotten FEMA money yet. Dave provides information. Was told the next one won't be this low. The warranty will be more. Chairman Farnsworth said the John Deere has a bad transmission. Commissioner Hancock talked with Kerry on the VOLVO some of the hoses have become hard and are leaking. Dave said the availability of parts is an issue. Have been able to track down parts as they need them. Discuss grader. Chairman Farnsworth said that the John Deere is fifteen years old. Dave thinks the CAT hold up more long term. Went back through the expenditure summary reports. Looked at rent lease stuff. Thinks this is a start. Chairman Farnsworth asked if they want to sale a grader and buy a grader. Weston asked if this went out to bid. Dave said this is a piggy back off of the lease grader. Commissioner Hancock thinks they should proceed. Commissioner Martinez asked how long they have. Can he bring this back next week? Dave said that he will be gone to the IACERS conference. Commissioner Hancock is okay with moving forward with this. Chairman Farnsworth knows they talked about getting one. Dave knows it's a lot of money. Thought was to keep the John Deere and fixing this. Dave said this is over 10,000 hours may start to nickel and dime them.

[2:24:38 PM](#) **Motion by Commissioner Hancock to approve the purchase of a 2017 140Motor grader from Western States for bottom line price \$279,978.80 with the trade in of their John Deere grader. Second by Commissioner Martinez.**

Commissioner Martinez asked about the next time this will be purchased. Could they hold this price for another grader? Dave is unsure. This money could come in next year and this would depend on the company. Dave said this includes the snow wing and lift group. **Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **LHTAC WORKSHOP**

[2:27:28 PM](#) Dave said they had an LHTAC workshop in October. They were there to talk about funding programs. A new one this year is Local Strategic Initiative Program. Since Idaho is a balanced budget State they cannot have any surplus. With the surplus eliminator dollars forty percent goes to local entities. This is \$11 million for FY2018 so October 1, 2017 to September 30, 2018. Want to do maximum of \$1 million projects and want one in every district. Can use building materials or have this go to bid to have a contractor do the work. These projects have to be shovel ready. So by the first of February need to be able to bid. Asked the LHTAC administrator if they could use \$1 million for plant mix. They had said yes. These groups go over what they are proposing and then vote. Did not get a lot of support from local counties. Still have the state bid at HK they are guaranteed an amount until next year. Have to be ready to bid by the first of February. Could go out and bid this much mix and see what other bids they receive. Dave said they could do ten miles of overlay. Chairman Farnsworth said they could also add more with the budget. Dave said they could probably push twenty-five miles of overlay. Wanted to go for the full million. This has to go through the LHTAC board scoring. The main thing is they are looking to get stuff out on the road. Do not want to select something that is not ready. This is something they are ready to proceed with. This is what he will be submitting. Commissioner Martinez asked if there are any other agencies involved. Dave said ITD may be involved depending if a consultant is used.

- **APPROVAL OF 2017 JEFFERSON COUNTY CRUSHING CONTRACT**

[2:35:11 PM](#) Dave has the contract with Brett Price Excavating. This was approved just need signatures.

- **CLARIFICATION ON COMMENTS FROM AUGUST 28, 2017 MEETING**

[2:36:16 PM](#) Dave said that he is asking about a comment that was in the Jefferson Star. Charlie wrote this that there was \$600,000 transferred from Solid Waste to Road & Bridge. The way this reads it implies that he did this. Chairman Farnsworth mentions this was even before his time. Would like this clarified in the paper. He has had some individuals come up to him. Ask Eric to have something written on this. Eric will get ahold of him on this.

- **SNOW REMOVAL ON 1800 E AND 1425 E**

[2:38:17 PM](#) Dave said they are going through the roads that are not county signs but have been treated as county road. Are changing out signs from green to blue. Had an issue on a subdivision that they were not plowing the snow. Dave said part of him feels they should drop the blade. This is strange because the developer is not around so this was supposed to be transferred to a county road. Weston said generally there are seven ways to acquire a road. One is maintenance and public use. They would have to maintain this for five years. If someone deeds this to the county. This would be by a plat. Dave said there was a plat and this has no owner listed. Weston said this would still be owned by the public. After the period of five years they would acquire other issues that come with this.

[2:41:43 PM](#) Dave asked if they have maintained this for five years. Road & Bridge supervisor Brian Helm said they blade and dust oil 1800 E. This had never been turned over as a county road. Weston said the county would have to decide if they want to have a validation hearing or if they just want to maintain it. Dave said they are getting into the winter with school kids. Brian said before if it was a bus route they would plow snow. Does not want to put equipment on a road that is not county. Discuss where the subdivision is. Chairman Farnsworth said if there is no owner around maybe they just take over. Dave knows they have plowed this for five years. Weston said they have to establish the road. If they could have this surveyed and then they could accept this. Chairman Farnsworth

said to contact homeowners to see who owns the subdivision. Dave asked about the area on the west side. Brian said they have dust oiled and graded this. Was brought to their attention that this is a private road. Weston said historical maintenance does not obligate them to continue. Dave said they are looking for guidance. Commissioner Hancock asked if the five that live on the road would want to turn over ownership. Brian does not think they have ownership of the road. Commissioner Hancock said to see if they would get the rights to the road. Brian said on 1425 they plow this but not the loop around. Dave may get with the school district to make arrangements.

[2:52:40 PM](#) Chairman Farnsworth brings up the turnaround on 500. If they can move this to the end of the road then they could maintain the bus turn around.

- **UPDATE ON 4100 E - STATE HIGHWAY 48 INTERSECTION PROJECT**

[2:56:46 PM](#) Dave said they have recorded a record of survey to fix the offset. These will get turn lanes. Will be relined. This is half an acre. Sent this over to an appraiser. Once they get this can speak with Miles Anderson to get this property.

- **ROAD DISCUSSION**

[2:58:40 PM](#) Chairman Farnsworth said they have several issues with this. If they put this all into letter form from Weston on items that they want to see done. Weston said if they sign this it would have to be public record. As long as the letter is put together as a punch list and open for discussion in public meeting even if this is at the end of the day. If they can get him the items quickly he can put something together. Colleen said they could proceed with the tax deed sale and come back to this with Dave.

COMMISSIONERS

- **TAX DEED SALE – PARCEL RP05N37E366008 – NORTH OF 598 N 3200 E, MENAN**

[3:01:38 PM](#) Chairman Farnsworth said they will begin the tax deed sale. Notice of tax deed sale. The Board of Jefferson County Commissioners will sell the following tax deed properties at auction, at 3:00 p.m. (MDT), Monday, November 6, 2017, at the Jefferson County Courthouse, 210 Courthouse Way (Commissioners' Meeting Room), Rigby, Idaho. Terms of sale will be guaranteed funds: cash, cashier's check or bank wire transfer, due and payable by end of business on the sale date (5:00 p.m. 11/06/17). Parcel RP05N37E366008, the property to the NORTH of 598 North 3200 East, Menan, ID 83434. The legal description has been published and very descriptive. Parcel is subject to any highway or county road right of ways and all existing patent reservation, easement, right of ways, protective and restrictive covenants, zoning ordinances and applicable building codes, laws and regulations. The owner or other party holding secured legal interest in the property may redeem properties prior to sale. Owner or party of interest must pay all taxes, including the current year (2017) taxes, certifications to the tax roll, late charges, interest, fees & costs, to redeem. Acceptable payment: cash, cashier's checks or bank wire transfer; personal or business checks will not be accepted. If the property is redeemed prior to 11/06/17 it will be withdrawn from auction. Property will be sold "as is". Jefferson County makes no representation as to accessibility or usability of the land and/or structures offered for sale. Eviction of occupant (if any) will be the responsibility of the buyer. Bidders are encouraged to research the properties in advance of the auction, as all sales will be final. The Board of Jefferson County Commissioners reserves the right to reject any and all bids. The opening bid is \$1,338.26. Have two bidders Mary Aust at \$1,338.26. Have another bid from Dana Damico at \$1,339. Chairman Farnsworth has a winning bid of \$1,339 to Dana Damico. Kristine asked to have the winner visit the Treasurer's office. Weston said they will need certified funds by the end of the day. Ask Kristine to confirm delivery on these funds.

- **ROAD DISCUSSION**

[3:09:53 PM](#) Chairman Farnsworth said one of the discussions is the bus turn around on 500. Not sure where that letter is on giving this land to the county. The school may have a copy. Dave said he has checked with the Assessor and they have no transfer of property. Chairman Farnsworth knows so much about this due to buses had informed them they cannot backup anymore. The homeowner had given up one hundred feet for a bus turnaround. This is 4450 this property is owned by Mike Telford. The other property owner is Tina Nebeker. Dave asked what if the current owner does not want to proceed. Chairman Farnsworth thinks they would have a problem. Legally this is the county they have maintained this for eighteen years. Would rather to have everyone willing. Otherwise they would have to shut plowing off. Up by Ririe there are some big power poles put in the right-of-way are they still there. Dave said the owner's argument is this is all prescriptive right-of-way. Chairman Farnsworth asked about poles in the right-of-way. This is out in Byingtonville. Arguing that there is a bank and trees that are just close to the road. Dave wants to come up with a breakaway system with sign poles or light poles. Could have an insert into the ground. Hits this would break away. Chairman Farnsworth said these poles are huge sitting in the right-of-way. Weston asked if these are set in the ground. Dave said yes there are trees adjacent. Weston asked if the power poles are these closer than the trees. Dave thinks this is about similar and this is his argument. Crash hazard standpoint. Chairman Farnsworth said this is for safety. Dave asked if he could issue an order to have these removed.

[3:16:16 PM](#) Dave said he sent a letter and have spoken with him but have not done anything with them. Chairman Farnsworth is in favor of an order to remove. Weston said to site Idaho code 40-2319. Commissioner Martinez asked what his point is. Dave said he has had cars crash through here wants to add rope as a type of guardrail. Have blocked off access to another headgate right there

wanting to put a structure there. Chairman Farnsworth said the other spot is where they put the flashing signs up 4200 E and 500 N. Are they okay on the line of sight? Dave thinks so if they stop where they are supposed to stop they should have sight. Chairman Farnsworth said the ones coming down 500 cannot tell if they will stop they have the fence that is so tall. Did cut the corner which helps but this may be cut to four foot. Dave said another option is mirrors they have a bunch across the Atlantic. Knows this sounds weird they use the big convex mirrors. These are effective showing movement. Chairman Farnsworth said he had been contacted by Arbor Tech on tree and brush removal. Dave said this is an issue countywide. They could cut trees and brush continuously for two years. Arbor Tech would like to do some winter grooming. Realizes that some of this grows really fast. Could provide him a list of intersections. May want to have approval before they do a bunch. Could have the sign guy radio in the intersections. Weston asked if they have a predetermined budget. Chairman Farnsworth said they have \$10,000 for the year. Weston asked if they want to say up to \$5,000 and who would have the authority? Chairman Farnsworth would like to hit the high priority first. Dave said they also put flashing stop signs up on 3600 E and 500. Chairman Farnsworth has had a lot of comments on the ones on 4200 E. Would have Arbor Tech coordinate with Dave. Commissioner Martinez thinks if they take care of the priority areas with this budget soon they will catch up. Thinks that then Dave can come in with the list of priority areas to the commissioners. Chairman Farnsworth asked about the west side. Dave said they have different issues with drifting sand and bails of straw in the way. Commissioner Martinez mentions the bridge on 500 and thinks it is 3600. Dave said this where the flashing signs where put thinking they may be doing a precast on. Thinks this would be a good candidate but may be more complicated with the irrigation right there. Weston said to understand this would be a redesign on a bridge. Dave said will have a slight realignment on the road. There are five bridges on 500 that are crumbling. Chairman Farnsworth said another one is 100 between 4200 and 4300 E. This is a hairpin turn that will require realignment. Chairman Farnsworth has some other items from the Road & Bridge vehicle inspection. Went on a minor road tour today. Saw them working on the abrupt edge on Archer Highway. A lot of the equipment needs to have decals on them. Dave said he has located these and will get them on. Chairman Farnsworth said that it is in the policy to have these decals on equipment. Commissioner Hancock said on the far side of 100 in the west side this road needs to be rebuilt. They had gone out and driven these. Chairman Farnsworth asked if they were cutting out the humps. Dave said there were a few washboards on the Fransen road. Also a few washboards on cinder pit road and has now been graded. Were able to drive some roads they have had complaint at fifty mph. On 1025 E this goes from paved to gravel back to paved. This was pretty smooth. The mag chloride was good in front of the Baird house. Did go and speak with them. These could be smoother but there is not a ton of truck traffic on these. Chairman Farnsworth asked how much dirt is on that road. Dave said this may be where they put some pavement next year. Mrs. Baird did ask for some mag chloride going south due to the wind. Chairman Farnsworth would not be opposed to doing this entire road. Dave said water is a condition. There is expensive water out there. Chairman Farnsworth said they had mentioned in a previous meeting that they would allow them to hook onto the pivot. Commissioner Martinez thinks if they get mag chloride out there. Dave said the breakeven point for pavement is 150 to 250 cars a day. They would be hard pressed to get this many cars a day. The distance to the hot plant is also the issue. This is high dollar pavement. Chairman Farnsworth said if they try graveling and putting mag chloride down.

[3:37:28 PM](#) Dave said the condition of the roads did not happen overnight and they will not be fixed overnight. Had discussed with Commissioner Hancock to have the other grader go to the west side to help. Commissioner Hancock said the Egin and Hamer road. Dave said they did some widening on this. Will get crushed material from C93. They crush three-quarter crush. Will combine this with bentonite. Hopeful this will hold together better. Still places that need to be widened. Commissioner Hancock mentions 3600 and 3700 widening these out. Dave said they have issues with the power poles. Did the one on 3500.

[3:48:10 PM](#) Chairman Farnsworth would like to see what they are going to be working on next year. Did a speed survey on 500. Commissioner Hancock has 3800 to the High School. Dave said this needs widened but would be a huge project. This would be beyond the scope of what the county could handle. As far as major widening this would be beyond the scope of county forces. This would be LHTAC or a state project. Have tons of utilities that need to be moved. Chairman Farnsworth cannot think of anything else on roads. Have a few other issues that can be brought up in executive session.

PUBLIC WORKS – SOLID WASTE - DAVE WALRATH

- **MADISON COUNTY LOADER**

[3:53:31 PM](#) Dave said that County Line has been using the Road & Bridge loader. Madison County has a loader that they are trading out. This is a CAT 938 all set up for doing C&D and transfer station stuff. This will be three years old only has 1,000 hours on this. Madison is doing a purchase lease for a bigger loader. This would be a good machine for County Line especially looking forward to a transfer station. This is \$151,830 as on July 1, 2017. This should be the payoff balance. This is something to consider if they want to come and look at this at some point.

- **REGIONAL SOLID WASTE ASSOCIATION MEETING**

[3:58:07 PM](#) Regional Solid Waste Association meeting this Thursday November, 9 at 12:00 at Circular Butte. Chairman Farnsworth said he had been to one of these in Salmon. Dave said they will show the group the scale house expansion.

[4:04:27 PM](#) Rebecca congratulates Dave on having his employees all taking the employee risk assessment. Colleen said they had over ninety percent countywide.

[4:05:59 PM](#) Recess

Open session 4:23

[4:23:04 PM](#) Commissioner Martinez brings up another road on Lewisville Highway they tracked a lot of mud from cutting the corn. Chairman Farnsworth said this will be another huge issue when feeding with mud on the roads. Dave said with the citation his understanding they need to advertise this. Could do this now until spring so there cannot be anyone that says they do not know anything about this. Weston believes this was published as an ordinance. Dave said could put this on the website and the newspaper. Chairman Farnsworth said that they will be getting the clumps of mud on these road. Fastest way to advertise is to write someone a ticket. Dave said this would be a Sheriff Department issue not Road & Bridge.

[4:27:21 PM](#) Rebecca said they could do Facebook ads. Commissioner Martinez thinks this is a courteous thing to advertise this. Rebecca said similar cost to put this on Facebook. Weston said they need a plan to have this advertised as the ordinance. Dave said that Deputy Melanese has asked if they advertised this. Chairman Farnsworth thinks they can give them a warning citation and the next time would be a ticket. Commissioner Martinez does not want to wait for any advertising. Dave asked if mud is on the road. Chairman Farnsworth is talking about the clumps coming from the tires of the tractors. Weston goes over developing a plan on tracking mud. Chairman Farnsworth said this is anything that causes debris on the roads and right-of-way.

[4:34:17 PM](#) Commissioner Martinez brings up on the inspection walking through the shop there were things that needed to be cleaned up and should be put away. Felt this was very messy. In the shop mechanic office there should not be a dark blind covering his window. Dave thinks the blind is inside the window. Commissioner Martinez said this has been on here but was taken off during the inspection. Dave said this could be a glare issue. Or the heat from the summer time. Commissioner Martinez said this was on the interior door. Dave said his has an interior blind. He will look into this.

[4:36:15 PM](#) **Prosecutor Paul Butikofer is present**

DEPUTY PROSECUTOR – WESTON DAVIS

- **LEGAL COUNSEL: EXECUTIVE SESSION IC 74-206 FOR PERSONNEL, HIRING CONSIDERATION, EMPLOYEE EVALUATION AND COMPLAINTS (1)(A) & (B), PENDING LITIGATION (1)(F), OR DELIBERATIONS ON LABOR NEGOTIATIONS OR PURCHASE OF PROPERTY (1)(C) – (AS NEEDED)**

[4:36:31 PM](#) **Motion by Commissioner Martinez to go into executive session 74-206 (B) – Personnel. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[4:53:50 PM](#) **Prosecutor Paul Butikofer is no longer present**

Open session 5:14

[5:14:20 PM](#) **Motion by Chairman Farnsworth to amend the agenda to approve the letter for Road & Bridge for the discussed punch list items. Weston said to mention a faith based reason. Chairman Farnsworth said that they need to take action on these listed items so they need to have this letter out sooner rather than later. Second by Commissioner Martinez. Roll call taken. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

COMMISSIONERS

- **SIGN CERTIFICATES OF RESIDENCY**

[5:17:03 PM](#) **Motion by Commissioner Hancock to approve certificates of residency for the College of Southern Idaho for November 6, 2017 for Nathan Artega, Jonathan Belnap, Marshall Christensen, Duggan Grimes, Jewelia Hawker, Dillon Jacobs, Zane Mecham, Jose Mendoza, Dakota Murdock, Matthew Reyes, Maxwell Ricks, Dalton Robins, Jaida Russell, Kailee Russell, Linzi Sedrick, Allison Severe, Cheyenne Walker and Becca Ward. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[5:16:30 PM](#) **Motion by Commissioner Martinez to approve certificates of residency for the College of Southern Idaho for Shaelyn Bell, Ashlyn Nielsen, Luke Taylor, Keegan Wolfensberger, Camry Woodhouse and Brittney Young. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **EMPLOYEE RECOGNITION LUNCH – DECEMBER**

[5:18:04 PM](#) Colleen wanted to get this put on so they can pick a date. Have a blood drive on December 8 and a possible food drive on December 12. Rebecca throws out December 19. Colleen said they need to look at the gift card option as well. Chairman Farnsworth asked if they want to do the same menu of beef and pork. He can provide Dutch oven potatoes again. Will also see if they

can do the cobbler again. Will close the courthouse from 12:00 to 1:00. Could get feedback from employees on having an evening dinner where employees can bring their spouses. Rebecca could send out an email to ask on this. Will ask and see what anyone thinks. Colleen asked if they still want to do the certificates. Chairman Farnsworth said yes do the same amount as last year.

- **MAINTENANCE BIDS**

[5:25:58 PM](#) Commissioner Hancock said that price was only forty percent for the bids. Chairman Farnsworth said that they have two bids one has been here for two years. Commissioner Martinez said that going off of performance he would prefer someone else. Depends if they are going off of low bid. Commissioner Hancock knows that Bryan is easy to work with. Chairman Farnsworth said the complaints are the same thing. Took the first year as a learning curve. Feels several of the complaints are founded. Colleen said that if she calls and need something fixed he is here to fix it. Is here after hours. Commissioner Hancock said some of the cleaning is not. If there is a maintenance issue he is right here. Colleen said without the lake he will have more time to be available.

[5:28:50 PM](#) Rebecca does not know how strong the other bidder is on the maintenance side. Commissioner Hancock said they are very weak on the maintenance part. Thinks they would do excellent on the cleaning but no maintenance. Chairman Farnsworth said maybe when they have the annex they can have two they will have a maintenance and someone to clean.

[5:33:02 PM](#) Chairman Farnsworth said they have Bryan Briggs Construction and High Mountain Cleaning. There is a \$1,200 difference. Colleen said that Bryan was planning on getting a few new people to clean. Commissioner Martinez does not know how the public would take them picking the high bid. Chairman Farnsworth said they do not have to take the low bid. But if they get into that practice no one would want to bid. Wants to make sure this is being cleaned. Commissioner Martinez asked what power they have to eliminate his contract if he does not perform. Commissioner Hancock said they could terminate this with thirty day notice. Weston believes they would have to rebid. Chairman Farnsworth asked if they offer this and the performance is not there they can terminate and go back to the other bid.

[5:37:09 PM](#) **Motion by Commissioner Hancock to approve the maintenance and janitorial contract with Bryan Briggs Construction. Second by Commissioner Martinez. Chairman Farnsworth adds that if the complaints persist they will terminate the contract immediately. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[5:39:54 PM](#) Weston said this contract does have the thirty day provision. This is a year to year contract that will automatically renew. Commissioner Hancock adds they will have a change in the price. Weston said when working on another contract came across a form on the IAC website he proposes that they incorporate this contract with the IAC form for buildings and maintenance.

- **RESOLUTION #2018-2 – DESTRUCTION OF RECORDS**

[5:42:28 PM](#) Colleen said these are claims and accounts payable records. Chairman Farnsworth reads resolution “Resolution authorizing destruction of records. Resolution No. 2018-2. At a meeting of the Board of Jefferson County Commissioners, State of Idaho, on the 6th day of November, the following was adopted, to wit: Whereas, Idaho Code 31-871 requires the Board of County Commissioners to authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the County’s record retention schedule and no longer required by law or for county business; and, Whereas, the County Clerk has proposed for destruction certain records that have exceeded their minimum retention; and, Whereas, approval for the destruction of the below listed records gas been obtained from the Idaho State Historical Society, when required, and the county Attorney, as provided by Idaho Code 31-871. Be it therefore resolved that the Board of Jefferson County Commissioners hereby authorizes the immediate destruction of the original paper records and that such destruction occur under the supervision of the Board of Jefferson County Commissioner’s Clerk. 2010 to 2011 daily iStars turnover, daily auditor certificates, paid claims, 2011 to 2012 paid claims, daily iStars turnover, daily auditor certificates, daily turnover sheets, 2012 to 2013 paid claims, miscellaneous daily turnovers, expenditure detail and summary, daily auditor certificates and 2013 to 2014 expenditure detail and summary. Approved and adopted this 6 cay of November, 2017.”

[5:44:45 PM](#) **Motion by Commissioner Hancock to approve resolution #2018-2 for destruction of clerk records. Second by Commissioner. Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **APPROVE COMMISSIONER MEETING MINUTES**

[5:45:01 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from October 16, 2017. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye. Motion passed. Chairman Farnsworth abstains was not present.**

[5:48:32 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from October 23, 2017 with noted change and November 1, 2017. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[5:52:17 PM](#) Commissioners review the letter Weston has drafted to send to Dave.

[5:58:01 PM](#) Motion by Chairman Farnsworth to approve this letter and have this hand delivered to Dave Walrath at Public Works. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

• ANNEX MATERIAL TESTING

[5:59:39 PM](#) Chairman Farnsworth said that these have different hours. Commissioner Hancock said looking at the rate hours those are what is different. Some of these tests are different. Chairman Farnsworth looks at bids. Have Allied and Material Testing & Inspection.

[6:04:49 PM](#) Motion by Commissioner Martinez to award the material testing to Allied Testing & Inspection with this not to exceed \$20,830. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[6:09:05 PM](#) Motion by Commissioner Hancock to adjourn at 6:09. Second by Commissioner Martinez. All in favor – aye. Motion passed.

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date