

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
DECEMBER 18, 2017**

Meeting called to order at 2:00. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Colleen Poole. Prayer offered by Chairman Farnsworth.

ROCKY MOUNTAIN POWER – TIM SOLOMON

• **GENERAL UPDATE**

[2:01:38 PM](#) Tim appreciates the time for him today. Reminds them they will be doing maintenance during this time period. If they see activity this is why since the water is down. Try to do this maintenance when this is not as risky. Will be doing over the next several years will be having upgrades in distribution. Will see activity but more than anything they are working on reliability and power quality. Going from 69,000 volts to 161,000 volts. Do not have much going on past Rigby. Chairman Farnsworth mentions that have not had any power outages. Even with all the wind and nasty weather. Tim said they will see the Rigby substation grow. They build these large so they can add more in later.

[2:05:43 PM](#) They are always concerned about the lights being on. Everything they can do to ensure this happens every day. Always looking at ways to increase reliability. Jefferson County has become a high growth area. Always need to have in mind some key things. Provides a sheet outlining expectations. Will review the current year and see how they are doing. Goal to keep them informed on all energy relations. Chairman Farnsworth said when they did have the big power outage they were informed. Number two work directly with key county employees and thinks they will continue working well. Tim said he is the contact for any issues with Rocky Mountain Power. Wants to make sure this continues. Work with county organizations to get information out. Said that Rebecca is one of the first that calls in and he appreciates this support. Is a great example for the rest of the counties. Tim said they have the program to change out the lights to be more efficient. Commissioner Hancock said this is so they do not have to create more energy resources. Tim said they handle this with demand curve growth. Not having to build duplicate transmission stations. Benefit from California with all the renewable energy being reproduced. Where do they put this with the peak demand and the use? No place to store this as of now. They can buy this over the open market to help benefit the rate payers. This works well for all of us. Glad they can benefit rate payers with this. Have been a member for two years.

[2:13:18 PM](#) Tim will proceed into the next year. Appreciates all of the support. Chairman Farnsworth thanks Tim for all of his work. Commissioner Hancock asked about pumping the energy back up. Tim said they are finding very innovative ways of using this energy.

IT – GARN HERRICK

- **BLACKFOOT COMMUNICATIONS - CANCELLED**
- **COUNTY CREDIT CARD**

[2:14:56 PM](#) Garn said that the Treasurer Kristine has recommended getting him on the credit card program. Commissioner Hancock asked if he has ever had a credit card. Garn said he has not. Chairman Farnsworth said they are getting new cards from DL Evans. Garn will just get added to the list to receive a card

[2:16:07 PM](#) **Motion by Commissioner Martinez to allow Garn Herrick with the IT Department to obtain a county credit card not to exceed the \$1,000 limit. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

PLANNING & ZONING – KEVIN HATHAWAY – BRITTANY SIMMONS

- **SALVAGE PERMIT RENEWALS**

[2:17:31 PM](#) Brittany said that they have done the salvage inspections. These are the ones that have paid their dues and passed their inspections. Need to have a commissioner signature and clerk signature.

[2:18:35 PM](#) **Motion by Commissioner Hancock to approve auto salvage permits for Valley Auto Salvage, Intermountain Auto Recycling and Market Lake Salvage. Second by Commissioner Martinez. 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**

[2:21:24 PM](#) **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 2:48

[2:48:31 PM](#) **Motion by Commissioner Hancock to amend the agenda to allow a discussion on putting an ordinance in place for the Social Services/Indigent department. The reason they are doing this is because they do not have anything in place currently. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:50:17 PM](#) Jackie provides documents. Colleen said they have drafted an ordinance. The costs are added as exhibits. Chairman Farnsworth said rent should not exceed \$800. Reads over the items. Jackie explains when an individual comes in they have to go over their monthly expenses. So they have a phone bill the county only allows \$50 even if the phone bill is \$160. Is getting questioned on why they only allow \$50. Jackie said
Commissioner Meeting Minutes

December 18, 2017

they have to allow child support and fines at what they cost per month. Commissioner Hancock said this is what determines if they are indigent. Colleen said for cremation and burial was at \$750 and raised this to \$1,000. Commissioner Hancock asked about gas vouchers. Colleen said she is unsure of what the vouchers are. Jackie said they do not allow auto payment, loans and internet to be listed. Some things are changing but also put a cap on most of these. Colleen said they took this ordinance from Madison County. Chairman Farnsworth said they could make an arrangement with local gas stations they can redeem vouchers and get paid by the county. Thinks food would be the same thing he is sure Broulim's could work on this. Colleen said for the food they have gone to the food bank or sent them to the Crown of Life Church. There is a paragraph that anything up to \$1,000 can be approved by her or Jackie and anything over would have to come to the board.

[2:56:01 PM](#) Chairman Farnsworth said if this is an ordinance will they need to have a public hearing. Colleen said they are just wanting their thoughts. Jackie said sometime the \$140 is the difference between making them indigent. This gives guidelines. Colleen said they will run this through Weston and move forward.

COMMISSIONERS

• ROAD & BRIDGE WORK HOURS

[3:00:04 PM](#) Chairman Farnsworth said there had been some discussion on changing up work hours for the mechanic. Dave said if something breaks down at the landfill then Kerry or Brock will go deal with this on Friday or Saturday. Chairman Farnsworth is thinking that with them on four tens and the landfill breaks down. Could have one go from Monday through Friday and another one go from Tuesday through Saturday. Dave knows that Caribou does this with their whole crew. They do 7:00 to 3:30 and Bannock goes 6:00 to 2:30 Monday through Friday. Other counties do four tens year around. Not aware of any that just have the mechanics with a split shift. They are unique where their mechanics do both Solid Waste and Road & Bridge. Chairman Farnsworth said he stopped by and they were cutting edges and feels this should be done when they are not on shifts. Dave said a lot of time they can change their own but this can be a two man job. Chairman Farnsworth does not want to stop the guys in production. Dave agrees. Part of this is the snow plowing guys have to be aware of where the cutting edge is. Chairman Farnsworth said hopefully they are watching these.

[3:05:37 PM](#) Commissioner Hancock said they used to hard face the mild steel with carbide. This was a lot cheaper to do this. Chairman Farnsworth said as far as hours he is looking at what would be beneficial. Dave said other counties change this during the winter. They try to get out early before the busses and stay out to get the buses home. Not sure the Teton or Bannock County idea works. All bets are off during the winter unless it is a mild winter. Chairman Farnsworth asked on the state highway if they change to working five eights after daylight savings. Dave said they could but they also have seasonal night employees. Chairman Farnsworth asked if they benefit from four tens. Dave thinks in the summer for sure with all the travel time. In the winter schedules do not mean too much. Trying to minimize work time this goes Saturday to Friday. His understanding of the Fair Labor Standards Act if they occur a bunch of time they can voluntarily go home but legally they cannot make them. Chairman Farnsworth thinks they have been really good at chipping out their comp time. Dave said they had someone leave and he just left the line vacant to pay out this time. Chairman Farnsworth does not want to see a bunch of hours of comp time when they can regulate them down.

[3:10:41 PM](#) Dave said that they may be having Brock help some in the trucks. Will discuss some of this later on having some help with the winter maintenance. Chairman Farnsworth said with the hours they will let him regulate this but do not want to shut down equipment for the day. Commissioner Martinez feels if they can get to the services on Fridays when the other crew is not in. Dave thinks this has some merit for consideration.

• EMPLOYEE RECOGNITION LUNCH – DECEMBER

[3:13:27 PM](#) Colleen said that she went and got most of the stuff this morning. Have brought the tables in will need to get these set up in the morning. Commissioner Hancock asked what time. Chairman Farnsworth said he would be here around 8:30. Commissioner Hancock can come in after his chores. Rebecca asked Commissioner Hancock for some tickets. Chairman Farnsworth said chairs and tables are over there. Colleen will pick up ice cream and rolls. Chairman Farnsworth said that Josh called from the Sheriff Office and said he was getting this all setup. Will pick up the meat at around 11:30. Rebecca said that the plaques are up. Colleen gives Rebecca the certificates.

• COUNTY VESSEL FUND REPORT – RESOLUTION #2018-5

[3:17:13 PM](#) Captain Parker said annually they need to submit the vessel fund to the state. This is showing \$23,108.09. Needs their signature to retain these funds instead of sending them back to the state. Will be replacing a boat and personal water crafts. Will be working toward a grant. Colleen said she has certified these. Also needs to have a resolution. Chairman Farnsworth reads resolution 'Resolution adopting retention of county vessel funds. At a meeting of the Board of Jefferson County Commissioners, State of Idaho, on the 18th day of December, 2017, the following was adopted to wit: Whereas, the Jefferson County Vessel Fund has been reconciled for the fiscal year 2017; and Whereas, there remains a surplus of funds in the amount of \$23,108.09; and Whereas, the Jefferson County Sheriff's Office has a need to utilize these funds per the attached Request for Retention; Be it therefore resolved that the Board of Jefferson County Commissioners hereby adopts the Request for Retention of County Vessel Funds in the amount of \$23,108.09. Approved and adopted this 18th day of December, 2017.'

[3:20:08 PM](#) **Motion by Commissioner Martinez to accept resolution #2018-5 for the County Vessel Fund for \$23,108.09. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

• PERSONNEL ACTION FORM – PROSECUTOR'S OFFICE

[3:20:38 PM](#) Colleen said that they will be having a person leave will move a person up and would like to hire. Chairman Farnsworth said they would like to have him hold off. Will come back to this if Paul is able to come in.

• NEW BUILDING UPDATE

[3:22:49 PM](#) Chairman Farnsworth said there is rebar in the hole. The water line was moved. Colleen provides progress reports. Chairman Farnsworth said this all went well with no issues. Commissioner Hancock said they have left the HVAC on the ground with the net saving only being around \$17,000. Will save around \$31,000 with the controllers and combining a room. Rebecca asked if they have thought about working with Rocky Mountain Power. Commissioner Hancock believes they have put in LED lights. Chairman Farnsworth thinks they will need to address the wiring on the building would like to have a line out to the Sheriff's shed. Commissioner Hancock said this won't be too far off.

- **CONFLICT PUBLIC DEFENDER**

[3:26:24 PM](#) Colleen said she is following up on this. Will be putting out an ad and will work similar to the Public Defender position. Thinks that the \$65 is low so may want to negotiate this. Colleen said they probably have more in the budget since they are hoping they would not have as many conflicts. Commissioner Hancock said the Prosecutor has been handling a lot of his conflicts. The question is they should have less with a full-time public defender so they should not have as many.

- **APPROVE COMMISSIONER MEETING MINUTES**

[3:30:02 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from December 11, 2017. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **BLUE CROSS CONTRACTS**

[3:33:51 PM](#) Recess

Open session 3:45

[3:46:05 PM](#) Colleen said that Carlos dropped these by. Weston has reviewed these and he has no issues with the contracts.

[3:46:39 PM](#) **Motion by Commissioner Hancock to approve the Administrative Service Agreement with Blue Cross of Idaho and Jefferson County, also approve Excess Loss Contract with Blue Cross Idaho and Jefferson County and the Blue Cross of Idaho Administrative Service Agreement that is effective January 1, 2017. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

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)**

[3:49:14 PM](#) Weston does not have anything for them. Have been taking care of contracts and record requests as they come in. Chairman Farnsworth asked about a dead-end road where they put a turnaround in around ten years ago. The homeowner that deeded this put this in their backyard. This individual is deceased. Widowed wife still lives here but is trying to shut this off. Trying to move this to the end of the road and Dave said they would have to buy ground. Not sure if they would have to propose to have ground. Rebecca pulls up location on google earth. Chairman Farnsworth draws a description. Goes over the area on the map. Telford said they would move their fence back. Weston asked if they are willing to do land swap where they do not maintain the land. If they have a right-of-way then they would have to dedicate this to the public. Would have to have a hearing on the abandonment of the road so people could protest this. This has been maintained by the public for eighteen years. Chairman Farnsworth wanted to get this paved. Individual had two kids at the time so deeded the county 100 foot radius for a bus turnaround. Chairman Farnsworth had personally brought this letter into the commissioners at the time to get the turnaround. Weston said they would still need to have an abandonment on the current location. Chairman Farnsworth asked what the next process would be. Weston said they would not want to vacate this until they have another road. Commissioner Hancock asked if they could propose to the Nebeker's a trade. Weston said if it is said the county would give this back before any hearings then no one would be on the governing board. Need to dedicate the land first. May be have the understanding that the commissions' intent is to not have two turnarounds.

[4:03:44 PM](#) Weston said they would need the Nebekers and Telfords to come into the county to dedicate this ground to the county. Would have to have a hearing on seeing if they would want this. Would not be able to comment on this until the hearing. This would all need to be done by public meeting. Chairman Farnsworth asked if they went and saw Road & Bridge on this. Weston said that would be best so someone can survey this.

[4:06:15 PM](#) Weston said if you are a witness to how this is being used he may not get to sit on this board. Dave said could move a cul-de-sac to one side. Chairman Farnsworth asked where a snowplow would turnaround? Weston would have them get with Dave.

IDAHO DEPARTMENT OF CORRECTIONS – STEPHANIE TAYLOR

- **VENTURE PROGRAM – FREE2SUCCEED**

[4:08:54 PM](#) Commissioner Martinez had invited Stephanie in to speak today they have had some discussions a few weeks ago. Stephanie Taylor works for District 7 for Probation and Parole. Is the coordinator and site mentor for the Free2succeed program. District 7 is one of the largest areas. Currently have 1,527 offenders out on supervision. Approximately 8,300 incarcerated that does not include the contracted beds. Free2succeed is a statewide program. This was implemented by our Department of Correction Director at the time Kevin Kemp who was also an LDS bishop and had female offenders transitioning back out. Asked other church members to mentor these females so this is how this program started. Is a former offender herself and now works there. Graduating and have state awards and was nominated for a governor award. Very passionate about his program. Cannot do well unless you have the support needed. Will start sending inmates out of state again. Getting them support they need just do not have the room. Can request a mentor six weeks before they are released or already out. Do allow offenders peer to peer relationship. With these relationships TC Blake is a gal she mentored a little over a year ago with generations of drug additions. Had herself, mother and grandmother in prison at the same time. She was a tough offender that needed some help. Started mentoring her and was able to teach

her how to develop healthy relationships in the community. Now this girl is in college is married with a child and is managing a Walgreens. All the officers in District 7 had been working with this girl for years. This is not the only story like this that they have. This program has changed people's lives. Stephanie personally knows this works. Have to think about who mentors every one of us. Sometime the only difference between a success story and a statistic is us. Have a lot of individuals that may be struggling. Currently have a severe heroin addiction in the state. Works with individuals within the community to mentor.

[4:14:18 PM](#)

Deputy Prosecutor Weston Davis left room

[4:15:28 PM](#)

Commissioner Hancock asked how they can support this. Stephanie said to share this program. Commissioner Hancock asked if she has spoken without Probation Administrator Tammy Adkins. Stephanie said that she has not but would love to talk with Tammy to share this program. Would like to get all of the support that is available. Commissioner Hancock thought they worked together. When they have an offender on felony and misdemeanor. Then they oversee this supervision so they do not have to work with two different offices. Chairman Farnsworth said they can put some brochures in the Sheriff's office and Clerk's office. Commissioner Hancock said he was up in a meeting and they discussed this mentoring program. Using students from BYU-I. Stephanie said this was a community conversation to get individuals involved in this.

PUBLIC WORKS – DAVE WALRATH

• **COOPERATIVE AGREEMENT WITH ITD – BULK DRY SALT FOR WINTER MAINTENANCE**

[4:20:20 PM](#)

Dave this is something he put together as a way to get rock salt and a way they can try and keep this dry as they can. Was looking at using a sand truck. Bruce and Jerry have the little sanders. When they get the ice patches that are so dangerous when they have dry pavement. Hoping this will help get these patches off the roads. Basically took the agreement with ITD for salt brine and changed this for dry salt. Weston had a few tips on how to change this. Should not be any money changing hands they will just replace what is used. Commissioner Martinez said it would be nice to have a shed for this. Chairman Farnsworth said they were going to give some room to mosquito abatement. Does not do any good to not have things covered. Commissioner Hancock thinks this is a good interim approach. Dave said they get the salt from the same place. Compass Material has the state bid. Commissioner Hancock thinks this is a win-win. Chairman Farnsworth said the icy patches are where the trees are. Commissioner Martinez asked how much a mile of salt brine is. Dave would have to check. This is by the minute. Cooperative agreement with ITD on salt brine is pretty cheap.

[4:26:21 PM](#)

Commissioner Martinez asked if they can shut off any nozzles to keep the center open. Dave said they have George doing the brining. Ideally will do the pre-application before the snow hits.

[4:28:07 PM](#)

Motion by Commissioner Hancock to approve the cooperative agreement with ITD for dry bulk salt. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

• **HIRING SEASONAL EMPLOYEE**

[4:29:20 PM](#)

Dave would like to bring back Wendell who has retired to work for the winter. Under PERSI rules he would be limited to under twenty hours. Already knows all the guys and has all the certifications. Commissioner Martinez does not have anything against Wendell but he ran into Juan was wondering if they could bring him back where they are paying unemployment on him. Dave said he left work here and went to HK and so they are paying some unemployment. Budgeted for two seasonal but was considering using these individuals during the summer. Commissioner Martinez said they could make a seasonal person full-time. Dave only budgeted about \$6,000 so to do that he would have to open the budget. Commissioner Hancock thinks these would be higher skilled. Dave said they would need to be licensed CDL holders. Weston said on the unemployment it would be fine. Dave just said that this would no longer be a position after this budget is used up. Is not sure if Juan will want to go back to work with the contractor. Commissioner Martinez said he had finances that had to be taken care of.

COMMISSIONERS

• **PERSONNEL ACTION FORM – PROSECUTOR'S OFFICE**

[4:30:31 PM](#)

Prosecutor Paul Butikofer is in room

[4:35:31 PM](#)

Chairman Farnsworth asked if they need a third person. Paul said they do he has put a lot of thought in this. Works well having enough help to handle the work load. If they have one of them sick or on vacation then they only have one female employee working by themselves. Chairman Farnsworth said they are just moving one employee up and will hire for the secretarial position. Paul has total confidence and feels that Veronica knows about eighty percent of this job already. Will not hire the next person until next year. Will go over the budget to see what can be offered. Colleen said they do not have to be in the same grade and step. Paul asked Rebecca to advertise. If they know anyone that is interested send them his way.

[4:39:04 PM](#)

Motion by Commissioner Hancock to amend the agenda to look at a grant from the Idaho Office of Emergency for a grant adjustment from 2016 because this is time sensitive to obtain this grant. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[4:40:02 PM](#)

Rebecca said this is a grant adjustment for the 2016 EMPG. This is reimbursed fifty percent. Used all the original award maxed out at the fifty percent but they had overmatch this was around \$9,000. This is the little table below of \$3,760.03. Had about \$9,000 in overmatch. Was able to pay around \$3,000 to some other entities like the Sheriff's Office, Central Fire, City of Menan and Roberts Fire for purchases they made. This did not use all the qualifying match so the state takes all of this money and divides this money over all the counties that are eligible. This is \$3,908 that will apply to the additional overmatch. As a county the functions in her office are maxed out. This money will be distributed back to Sheriff's Office, Central Fire, City of Menan and Roberts Fire. The county does not get the money but other entities within the county do.

[4:42:32 PM](#) **Motion by Commissioner Martinez to accept the 2016 grant adjustment notice for \$3,908. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[4:43:46 PM](#) Rebecca needs clarification on 2017 flood application. Was approved stating she was the applicant agent. Now she is getting down to the part where they are requesting funds. Can she sign these or do they prefer to sign these. These are about \$100,000 in funds that will be brought into the county. Two different projects and need signatures on both of these. Chairman Farnsworth will sign the one for money.

[4:47:12 PM](#) **Motion by Commissioner Hancock to adjourn at 4:47. Second by Commissioner Martinez. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date