

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
SEPTEMBER 22, 2017**

Meeting called to order at 9:00. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Assessor Cody Taylor, Treasurer Kristine Lund, Planning & Zoning Naysha Foster, Park & Recreation Mickey Eames, Sheriff Steve Anderson, Weeds Mitch Whitmill, Prosecutor Paul Butikofer, Deputy Prosecutor Weston Davis, Extension Office Sue Walker; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Martinez. Prayer offered by Chairman Farnsworth.

COMMISSIONERS – ELECTED OFFICIALS – DEPARTMENT HEADS

• **STAFF MEETING**

- [9:01:27 AM](#) Chairman Farnsworth welcomes everyone. Had a health board meeting yesterday and everything is going good.
- [9:03:33 AM](#) Commissioner Martinez does not have anything.
- [9:03:37 AM](#) Assessor Cody Taylor does not have anything.
- [9:03:46 AM](#) Planning & Zoning Naysha Foster said September had twenty-nine permits. With fourteen residential, one manufactured home and fourteen miscellaneous. Greg has passed his exam and is now partially certified. Naysha has accepted a position in Idaho Falls so she will be leaving. Last day will be next Friday. She has valued her time in the county.
- [9:04:32 AM](#) Extension Office Sue Walker reports on the fairs. Mud Lake had 89 youth with 20 FFA kids. They did 140 projects. Rigby had 233 youth and 603 projects. Have a lot of kids involved in 4-H and FFA programs. Had a great showing down at the state fair. Had twenty-two classes at the state fair for the horse show and had kids in top six in all of those. Had top showman in market for beef. Swine demonstration had a first, third and two fourths. Placed high in all classes.
- [9:05:56 AM](#) Park & Recreation Mickey Eames things are continuing to move. The office got moved and the plumbing and electrical is done. Did a pre-bid walk through on the cement pads. Have sod coming any day is waiting for it to not be quite so rainy.
- [9:06:48 AM](#) Treasurer Kristine Lund mentions this is a crazy time of year. Have end of the fiscal year. Working on warrants of distrains.
- [9:07:33 AM](#) Weed Department Mitch Whitmill is loving the rain and the moisture. This is renewal for regrowth. Working with EPA because they are looking at revising rules. Going to send a letter to the EPA around November with comments on revising rules if anyone has any comments.
- [9:11:01 AM](#) Prosecutor Paul Butikofer lets everyone know that Mike is back. Graduated from the Jag school. Do not anticipate him being gone for that long again. There was an accident in West Jefferson and ISP is doing an investigation on this. Need to get a message about the stop sign missing to Road & Bridge to get this back up. Paul did get reservations for Monday and Tuesday for the IAC conference.
- [9:12:40 AM](#) Sheriff Steve Anderson has gone to all of the city meetings. They were thankful for the eclipse and how good the event went. Had been to West Jefferson School Board and they are happy to have the resource officer out there. Sheriff Anderson goes over the domestic violence walk which raised around \$16,000. Received a huge gift card for having the most attendance and they donated this back to the charity.
- [9:15:46 AM](#) Emergency Manager/HR/Commissioner Assistant Rebecca Squires said they have a Preparedness Fair tomorrow up in Madison County. Have a lot going on with classes. Is nice to cooperate with other counties. This is from 10:00 to 4:00 at Madison High School. Is happy there are no disasters in Idaho. The way the hurricanes and earthquakes are affecting us is the FEMA folks have all been pulled out of the state. Those that have Federal declaration now have to work with the state. Luckily Jefferson was finished early and are fortunate they had the reports in. Are looking at around \$400,000 for the roads in Roberts. State is also putting together a data base for those willing to deploy into other states. Skills with organizing, emergency responders and emergency managers are needed. These salaries will be reimbursed.
- [9:19:14 AM](#) Chairman Farnsworth states when he was in Driggs they took them over to the armory to look at all of the search and rescue and emergency management items. It is a cool setup they are ready to roll.
- [9:19:37 AM](#) Commissioner Hancock had an RD&A meeting and will be making some changes with new applications and mission statements. Covers Jefferson, Bonneville, Bingham, Madison, Bannock, Butte and Custer County. Still have money available to loan to new developing companies. Mentions that Road & Bridge has completed their paving on 3200 out in Menan. Drove this a couple times and this is pretty nice. Did this due to the heavy truck traffic. Since the rain they have tried to grade some roads but now it has gotten too wet. Hauling cinders for crushing for the winter.
- [9:22:09 AM](#) Chairman Farnsworth state the disaster in Roberts seems non-existent with what the other parts of the world are going through. Thoughts are with them. Appreciates Naysha's hard work for the county and wishes her well even though he doesn't want to see her go.

PARK & RECREATION – MICKEY EAMES

- **LAKE MAINTENANCE BID**

[9:26:05 AM](#) Mickey says she has three really good options for maintenance next year at the lake. Gives the commissioners the information on the individuals. Mickey said they start in April getting things up and going. Really likes the handyman guy and have spoken with his references. He knows how to do electrical and plumbing. This will be a tough decision. This individual wanted to retire and slow down. They are all three good candidates. Kenan has worked out there but is young and does not see things that need to be seen sometimes. Commissioner Hancock goes over Scott Herrick had a good crew that worked early in the morning. Mickey wants to think this over for the next week and will let them know.

- **PERMIT – IDAHO DEPARTMENT OF WATER RESOURCES**

[9:31:23 AM](#) Mickey had received something from Road & Bridge on a permit for the lake. This permit was being delivered there because Jim Boulter had put all of this together. Can renew this permit if they wish. Not sure this is something they are excited about. If they put this water in they cannot use this to water the island. Chairman Farnsworth said he was told they could not pump out the water at all. Mickey said they have not used anything from the Snake River. This is only ground water. If they bring this in then it would only be allowed for recreational use only. For the extension it asked how much we have taken. Rebecca said nothing presents this from flowing in. Goes over the water and the flow. Goes over she believes this is the reason they do not have swimmers itch. Wants to leave this up to them. Does not know if they need to continue on with this. Commissioner Hancock looks at the permit it does say it has irrigation rights on the permit. Chairman Farnsworth thinks they could renew this and keep this in case they need it. Mickey said this is for ten years but can only renew for five years. Mickey asked if Commissioner Hancock could look at this because he understands the water rights. Commissioner Hancock said he will take this and look through this. Will discuss this again on October 2nd.

[9:45:08 AM](#) Recess until 10:00

Open session 10:00

JACK WHITE

- **COLLEGE OF EASTERN IDAHO**

[10:00:10 AM](#) Jack White 4196 E 400 N. Is retired and talks to a lot of people about the continuing education. Other counties have jumped on board and was wondering if the county was going to do anything. Chairman Farnsworth mentions they pay certificates of residency that they pay tuition for three colleges. Have thought about getting into that district but to get into the College of Eastern Idaho would be up toward a million dollars of taxes. The certificates of residency run from \$150,000 to \$200,000. Jack mentions they will have more students going to school. As far as another tax they do not have issues for that for continuing education. Most will pay taxes for schools. Chairman Farnsworth mentions they still help kids but it may be less to continue the same way. Commissioner Hancock goes over certificates of residency and how they are reimbursed. They have a \$3,000 lifetime limit. Audrey mentions that the county is reimbursed by the state for junior and seniors. This credits their lifetime limit of \$3,000. Audrey mentions another program called Fast Forward also helps.

[10:03:57 AM](#) Commissioner Hancock says that Steve Taggart had gotten ahold of him and will come and do a presentation. He will present this and do whatever is best for the county. Jack wants everyone to realize that these kids need to go to school. Commissioner Martinez mentions that this would go onto a ballot for people to decide on.

- **ROAD ISSUE – 4200 E**

[10:06:45 AM](#) Jack lives on 4200 E this is a single track road from 400 over to Highway 48. This road is half the size that it should be. When they plow the snow they knock his fence down. Chairman Farnsworth said this is 4200 E. Jack goes over as soon as you hit 400 it is a larger road. This is property his grandfather had donated to be a road. Would have to acquire more right-of-way for more road. Would sure like to see something started on this. Jack said he hates to grouch at the snow plows because they have to put it somewhere but it always hits his fence. Chairman Farnsworth said they will look into this.

ED EAMES

- **PETITION FOR ROAD REPAIR – 800 NORTH**

[10:10:42 AM](#) Ed Eames 3222 E 650 N in Menan. Has been asked by residents to present this petition to the Jefferson County Commissioners concerning 800 N for road repair from Road & Bridge. **(Exhibit A)** The road repair to 800 north is of poor quality and incomplete. The constituents signed below request that 800 north surface repairs be redone to the quality of repair Jefferson County applied to other roads in the county. Example: 4700 E, 3200 E and 136 N Yellowstone. The people that live on 800 north in Jefferson County are unhappy with the road repair that was recently applied. This large gravel/rock with dirt has caused damage to vehicles, tires, car paint and windshields. The county is aware of the problems as they have returned to sweep the larger rocks that would not

compact into the dirt off the side of the road and left a small berm there. The road work done in other portions of the county, 136 N Yellowstone, 4700 East and 3200 East as examples are nice roadways once the compaction was complete. The attached petition requests a response with signatures of the affected patrons. His personal involvement in trying to resolve this bad road repair is that he made contact with Scott Hancock at the beginning of the 800 north work. He said at that time he had received many complaints from all of the county from people concerning this type of road repair as to vehicle damage, chipped paint, etc. He said at this time he was going to insist that Dave Walrath stop this type of road work and go back and fine seal chip over the dirt/rock repair after it had two to three weeks to firm up and swept so that a smooth chip seal would be applied before winter. That has not happened. So the people are living with the bad roads. The people of Jefferson County are wanting to know when this problem is going to be repaved correctly.

[10:14:43 AM](#) Chairman Farnsworth is not sure they can seal this now due to the weather change. Ed thinks everyone understands this. In talking with Scott had realized there were a lot of complaints. Had to give it two to three weeks to compact this and put a good chip seal on top of this. Was aware of the time frame and now they are too close to winter. Wanted to get this on the record that there are a lot of unhappy people. If good weather comes back hoping they could get on this during the fall.

[10:17:06 AM](#) Commissioner Hancock said that this process builds up the asphalt and helps increase the life of the road. Bonneville County is using this same method. When they do this process many think it is horrible but it is not in the end. They use this to try and keep the life of the roads. Realizing if this is cured and done right they increase the life of the road. The alternative is going back to dirt. Have been out and discussed this will Road & Bridge. From their professional stand point they felt this needed more time to cure.

[10:19:16 AM](#) Ed asked when they do this type of road repair should do this earlier in the spring so they can chip seal over this. Commissioner Hancock said he does not know could discuss this with other Public Works Administrators. Feels this has some improvement. Ed thinks with as many complaints as they have had would suggest really looking at the new process. This should be a top priority to get this smoothed out. Commissioner Hancock agrees with them. Have their supervisor in the back with Jerry. Commissioner Hancock feels they need to use a smaller aggregate base. The size of the aggregate was supposed to be smaller. Ed appreciates their time.

[10:22:23 AM](#) Chairman Farnsworth feels they need to look at the roads before they do any repair. Doing this on 800 and 500 and he was not impressed. Thinks they need to do this on a half mile to test the process out. If the weather comes back maybe they can put a chip seal on this year. Commissioner Hancock feels this may be too late. Ed thinks if this is true feels this should be top priority to get this fixed. Chairman Farnsworth feels this could be done first priority. Commissioner Hancock said the biggest problem was the aggregate was much larger. If it has to wait until next year it will be mid-June or July.

HUMAN RESOURCES – REBECCA SQUIRES

• STEP AND GRADE ACTIONS

[10:25:34 AM](#) Rebecca says some from the Prosecutor Office have not been in the step and grade. This will bring individuals into the system. What they are approving is the step and grade. Bottom one is a regrade that was denied because they do not do a grade and step was resubmitted with the same problem. Was supposed to get a step last year and did not get this. Did not do this at the same time. Restarts the clock on an increase. Her recommendation would be to approve the grade and not the step. This is budgeted at what it is proposed. Chairman Farnsworth asked how this was missed last year. Rebecca said the step was denied last year. The department head has to approve and present this. If they do not want to issue a step increase per performance issues. This was either oversight or they did not resubmit after grade denial. Chairman Farnsworth feels that this should have been done last year. Mitch comes up pertaining this employee they had the same proposal presented last year. Is trying to eliminate discrepancies in his department. This was up for a step increase and had tried to raise the grade and had put them both in. This is the same as last year. Was denied on the increase and it was an oversight from him that she did not receive the step increase. Have budgeted this and feels this is deserved. Rebecca said this is beyond her scope to waive policy. Has improved the tracking of step and grade. HR will be auditing the step and grade from now on to help monitor this. Commissioner Hancock thinks this is an extenuating circumstance. Chairman Farnsworth agrees that this was an oversight from last year. This will rectify this problem.

[10:33:58 AM](#) **Motion by Commissioner Hancock to approve the following requests for personnel action forms for #0027-0004-05000, #0001-07-0402-0000 and #0001-07-0402-00005. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:37:03 AM](#) **Motion by Commissioner Hancock to hear their social services at 10:37 instead of 11:00 to facilitate more efficiently to their schedule. Weston mentions also because the public is not allowed to attend. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

SOCIAL SERVICES – GAIL ROBBINS

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

[10:40:04 AM](#) Motion by Chairman Farnsworth to go into executive session 31-874 & 74-206 (D) – Records exempt from disclosure. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 11:08

[11:08:40 AM](#) Motion by Commissioner Hancock to approve case #2017-34. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

COMMISSIONERS

- **HR/COMMISSIONER ASSISTANT JOB DUTIES**

[11:10:20 AM](#) Commissioner Hancock discusses he was supposed to call ICRMP on HR. Talked with Jim McNall with ICRMP and his comment was that it is really difficult to have HR outside of the office. It could be done but this particular function is better to be done in house. Also said as an example have a few cities and counties that are small that use the same person for both. Did call about ten companies. All of them in Idaho Falls do payroll and hiring but not a lot do the HR function. These companies will not administer policy manuals, job reviews or evaluations. One company called AES does do HR administration the guy he spoke with was going to get back to him after he spoke with his partners. The lady he spoke with thought they were too big for what they usually do. When they have one hundred and thirty is more than just the five to ten they usually do. Wanted to know costs and how this was handled and have never heard back. This is what he had found out. Most of these want to do payroll. Commissioner Martinez said Marilyn has been handling HR. Rebecca said she handles payroll not HR.

[11:15:37 AM](#) Rebecca is not emotionally invested on what happens. But they need to have a decision so everyone knows what their responsibility is. Just a decision needs to be made. Commissioner Martinez thinks this needs to be written down so both Colleen and Rebecca know what they need to do. As far as how he feels he realized Marilyn does not want to handle HR but she does handle some already. From what Rebecca has said around an hour or so a week which will vary. Realizes Marilyn does not want this but sometimes we need things done. Commissioner Hancock does not know if Marilyn has the time to proceed with this. Chairman Farnsworth said they do not want to overburden anyone. Thinks that Emergency Management is a big thing. Looking at some of these options. Commissioner Hancock said Colleen and Rebecca have both made the comment that they all work well together. Rebecca said they have a working relationship. Marilyn does payroll and health insurance. Rebecca said that is separate from HR. Commissioner Hancock said the HR would be policy, manuals and step and grade. Rebecca said they will now be looking for a department head. Thinks some of these tasks would be a struggle for the Clerk's office since they all have full-time positions. Commissioner Martinez brings up his proposal they have Colleen looking for someone to replace Gail. Could have that person do Indigent and HR and have Rebecca handle Veteran Affairs and the Food Bank. Commissioner Hancock said HR needs a special skill set. Chairman Farnsworth likes option one other than some of the special projects Colleen may need assistance on. Option two works too but they still don't have an HR person. Commissioner Hancock thinks they need to have Colleen's input as well. Commissioner Martinez thinks Colleen is willing to do whatever she just needs to know. Commissioner Hancock likes option one with having the option to pay out for special projects as needed. Rebecca said this would be similar to when she helps with Elections. Commissioner Martinez mentions being Emergency Manager and Assistant in the Clerk's Office. Commissioner Hancock said that would leave them with no one doing HR. Chairman Farnsworth thinks as the county grows they may need to bring in an HR person. Commissioner Hancock does not believe they are there yet. Rebecca said there will be an annex in the future and the commissioners will each have their own offices. Could have someone sit there and do administrative work as well as HR and assistant. Rebecca said if they have concerns about her being the HR position maybe they should go into an executive session and flush out the reasons for this if this is necessary. Discussion on amending the agenda. Commissioner Hancock said they will have to get on getting a Planning & Zoning Administrator which needs to be taken care of immediately w head and that is an HR function. Chairman Farnsworth said they could amend the agenda to add an executive session to clear up any issues.

[11:27:27 AM](#) Motion by Chairman Farnsworth to amend the agenda for an executive session. The good faith basis is to get over issues and move ahead with job duties assigned. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[11:28:54 AM](#) Motion by Commissioner Hancock to go into executive session 74-206 (B) – Personnel. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 12:00

[12:00:55 PM](#) Chairman Farnsworth believes they stick with option one until HR becomes too much. Then they can hire a full-time HR. Will list job duties as Emergency Manager, HR and special projects with Clerk as needed. Rebecca will also keep PIO for now. Commissioner Martinez feels any PIO should be approved by the chairman. Rebecca said the information needs to be approved fast in order to get the information out. Chairman Farnsworth said they just want to be kept in the loop. If it does go out before then she would still need to let them know. Rebecca goes over releasing statements is helpful so they can release this and then the media does not have to call. Chairman Farnsworth does not want to overburden her. This gives a clear description of what needs to be done and by whom. Commissioner Martinez still feels that Marilyn could handle HR one to two hours a week. Commissioner Hancock asked if this needs to be issued by a motion. Weston said they could so this would be clarified.

[12:05:57 PM](#) **Motion by Commissioner Hancock for clarification for Rebecca's position will be Emergency Manager, Human Resources, special projects per Clerk and PIO person. Will need to amend the job description accordingly. Second by Chairman Farnsworth. Chairman Farnsworth mentions when HR becomes more active they will pursue a full-time HR position. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

COMMISSIONERS

• PUBLIC INPUT ON ROADS

[12:09:56 PM](#) Chairman Farnsworth has some public input on roads. Has a letter he will read. **(Exhibit B)** "To whom it may concern: County Commissioners, Road & Bridge: We as taxpayers in the Hamer area would appreciate if the dirt roads in this part of the county could be graded at least monthly not just twice a year. We feel that the grader operators knowing roads should have a say as to when these dirt roads need to be graded. Our paved roads are breaking up with some big holes need to be avoided so as not to damage cars etc. so we would appreciate more attention to repairing our paved roads throughout the year and not just a little here and there when you might have extra material. Road 2300 North the Hamer Egin Road is one road that needs to have the job finished! Years ago they started to build the road up and didn't finish, now we know of at least two wrecks because the road isn't wide enough for the equipment to pass each other and it gets rough one can hardly stay on the road. We also need the cattle guards fixed on the cutoff road from Hamer to Montevieu." Chairman Farnsworth said this was delivered September 19. Signed by Stan Neville, Barbara Neville, Ron Hillman, Annette Hillman, Chad Hillman, Tiffany Lleafer, Jerry, Mr. Hillman, Burke Hillman and Travis Neville. Chairman Farnsworth mentions this is a narrow bank road and it is bad. Really needs to be flattened. Jerry Ramirez Road & Bridge Supervisor comes up to discuss the issue. Got with Jeremy Neville and Brian Helm once they got done paving and have planned when the fall gets here they will begin working on this. In talking with Jeremy telling him where it is narrow and wants to thin out where the crest is. They know they will be working on this during this fall. Chairman Farnsworth said it is good this is planned and that this will be getting taken care of. This road is narrow and drops off drastic very steep. Once they cross the cattle guard into Fremont the road is good. Regardless of money this road does need to be fixed he has heard about this every year.

[12:14:58 PM](#) Commissioner Hancock mentions this road used to be a cattle trail. The county years ago bladed this. Had to build this up so they started cutting this from banks so they did not have to haul in material. Jerry said this had been gated off years ago. Had been told they could only go so far without permission from BLM. Commissioner Hancock knows it's been a progression. Comments to put one sign out where they have to turn. Jerry said that Dave does know about this road. Chairman Farnsworth said they really need to get this fixed. Commissioner Hancock asked if this is closed during the winter. Jerry said this is open.

[12:17:30 PM](#) Chairman Farnsworth goes over the next letter not sure how this came in no date. Just received this but was signed September 17, 2017. (Exhibit C) Chairman Farnsworth reads "Jefferson County Commissioners; My family has lived in Hamer on 2200 N since the fall of 2008. I have lived in Jefferson County all my life with the exception of a two year mission to Guatemala for my church and while I was studying in Boise State University. First I would like to express my appreciation to the commissioners for their service and the time they give to manage the affairs of this county. We thank you. We are concerned about our roads in the north western part of the county. It is more rural than the county center as everyone knows and with that there are many more gravel roads. We understand that these roads require maintenance and we have our share. However, over the last several years the frequency of maintenance for our roads has deteriorated. I used to call the Road & Bridge department when the washboards got really bad on our road to request they send the grader to fix them. However, it was relayed to me by a Road & Bridge employee that everyone knew who I was and laughed when I called in. I have since quit calling not wanting this kind of attention drawn to my family. This year our road has been graded twice by the county since the snow left. Once right after the road unthawed and then one other time this summer. Our neighbor Rand Dixon has been dressing the surface of the road with his tractor and scraper to help manage the washboards because it is really hard on our vehicles. We don't feel this is right that he should feel it necessary to take over the county's responsibilities to maintain our roads. We all pay taxes and we have not complained for years, but our company had a water truck rollover on 2300 N last week totaling the tanker truck. Fortunately no one was seriously injured as a result of the accident. The accident was not caused specifically because of the condition of the road, but it was a contributing factor to the loss of control. The driver was traveling less than

thirty miles an hour. He has worked for us for years and does not have a fast bone in his body. I have teenagers who are now driving and we all know you don't have to travel really fast to lose control on a road with bad washboards. So we respectfully ask that the gravel roads in our part of the county be put on a more regular schedule for maintenance to help us avoid any unfortunate accidents, especially with our kids. To be clear, we don't expect a perfectly smooth road. We know we chose to live on a gravel road. However, I grew up on a gravel road in another part of the county and the road was serviced with a grader nearly every month. It is very difficult to see a \$300,000 road grader parked at the lot in Hamer and it rarely moves. Please consider this issue, it would dramatically help the people in this part of the county feel like they are being represented and that the commissioners care about our concerns. Respectfully Trevor Belnap." Chairman Farnsworth said this is also signed by Rand Dixon at 2514 E 2200 N, Boyd Leonard at 2460 E 2200 N and Elizabeth Moss at 2424 E 2200 N.

[12:21:57 PM](#) Chairman Farnsworth said they need to make plans. Jerry said they get behind on these gravel roads. Hopefully this will be easier to maintain with part-time help during the summer. Commissioner Hancock said they have someone skilled to run graders and it's a waste of time to have these individuals flagging. They need to be running equipment. Have put this in the budget for next year. Chairman Farnsworth said they need to make this happen. Knows they get a lot of complaints on the west side. Doug Fransen had come in and need to look at a ten year comparison. Need to have a road tour before they pave. Wants to make sure they are spending as much time on both sides. Would like to see the durapatcher used more. Has not been ran due to time off. Need to have some cross training done so equipment can be running more. On the west side right now the weather is good for mag chloride. Jerry said they are using more and are doing the entire road. Chairman Farnsworth said doing all roads would be around \$80,000 for the west side. Jerry said some roads are so sandy they are graded and get wash boards within a few weeks. Chairman Farnsworth said if the process works with the larger aggregate could look at doing smaller sections of road. Commissioner Martinez does not remember using this big of material. Rebecca mentions that 500 is much better now that it has been driven on for a longer period of time.

[12:29:05 PM](#) Chairman Farnsworth asked if they warm up will they have the material to do 800. Jerry said the road temp needs to be 55 and rising for fog coat. Jerry said the weather is doable for fog coat but not a seal coat. Believes they have this on the agenda for the first of June or July. Commissioner Martinez asked how they can plow this. Jerry said the rocks should not come up. Commissioner Hancock said overtime would be fine if the weather clears to go grade roads. Chairman Farnsworth mentions that he is fine with some overtime to get these roads ready for winter. Jerry thinks with summer help next year they will not be as behind.

[12:34:50 PM](#) Mike Carter mentions a lot of graders were moved to drivers too. Commissioner Hancock asked if they are shorthanded. Commissioner Martinez mentions they have known they are shorthanded. Jerry said they have guys retire and have not filled positions. Commissioner Hancock said when Dave gets back he will go over and see if they need positions filled.

- **NOISE ORDINANCE/COMPRESSION BRAKES**

[12:36:54 PM](#) Chairman Farnsworth goes over not sure how to handle a noise ordinance and compression brakes. Jerry was unaware they did not have one. Chairman Farnsworth said that Driggs has a sign up saying no compression brakes and had the ordinance listed. Need to work on a noise ordinance. The compression brakes could go along with the noise issue. Weston said these could be combined into one ordinance. Chairman Farnsworth said if they do this could combine them for a public hearing. Chairman Farnsworth said this would be based on signage. Jerry said if they get a phone call can let them know they will work on an ordinance. Chairman Farnsworth said they will put one together and have the public come in for a hearing on this.

[12:40:55 PM](#) Commissioner Hancock asked if they have looked at 4200. If they want a lot of room they will be moving power lines. The road is only nineteen to twenty feet wide. Chairman Farnsworth knows that this is nasty road in the winter. Need to begin making a plan and do it. Rebecca said the missing stop sign is in the state right of way. Will get some information online about the fog coating. Chairman Farnsworth noticed the flashing stop signs in the claims. Would like to get these up as soon as possible. Discuss roads and right-of-ways.

[12:53:05 PM](#) Commissioner Martinez asked if they are quitting early. Jerry said instead of standing around they go get other items completed at the shop. Commissioner Martinez mentioned that he had not seen anyone out. Commissioner Hancock said that they went back to the shop to clean trucks.

- **MAINTENANCE RFP**

[12:54:53 PM](#) Rebecca said that Colleen had brought up that they commissioners wanted the maintenance RFP to go back out. Rebecca has updated the dates and scope of work. Have a few minor changes with pest control. To write down everything that is done would be too timely. Chairman Farnsworth said they had an interested party that submitted a bid so they would have to put out a request. Rebecca said on page eight the purpose of position understands that they handle Probation. Did talk with Paul and the owners of the building pay for janitorial service at their building. Rebecca said this is a county facility but is not being done right now. Chairman Farnsworth said that if they add this in and Brian will need to rebid. Will add the Prosecutor Office in there. Rebecca added in the scope of work is cleaning exterior windows, light fixtures and covers, cleaning carpets twice a year and watering, fertilizing and pest control in the outside areas. Chairman Farnsworth said they did not have the exterior windows in there. Rebecca said she had gotten feedback from other departments. Commissioner Hancock mentions the Sheriff probably had the most input. Rebecca said that the Sheriff and

Treasurer had the most. Did not see anything about the jail. Chairman Farnsworth said that the inmates clean the jail. Rebecca goes over timeline.

[1:04:40 PM](#) Recess for break

Open session 1:09

[1:10:01 PM](#) Rebecca goes over the timeline. Pre-bid walk through will be October 10, 2017 at 10:00. Deadline will keep the same. RFP closing Wednesday October 18, 2017 at 9:00. Opening bids on October 23, 2017 at 1:00. Will publish this on October 4th and October 11th. Asks if there are any other changes. Chairman Farnsworth said it looks good. Rebecca will get this on the website.

• **CERTIFICATES OF RESIDENCY**

[1:20:03 PM](#) Motion by Commissioner Hancock to approve certificates of residency for the College of Southern Idaho for Braxtin Allen, Kaitlyn Andreason, Brooklyn Archibald, Presley Archibald, Ella Baca, Jonathan Beck, Kamden Been, Daphne Bennett, Shandi Bernards, Joshua Bingham, Hannah Bird, Kevin Boyle, Brianna Bradshaw, Morgan Brinkerhoff, Josie Bronson, Brooklyn Bullard, Brett Bushman, Eli Call, Halle Chase, Kenadee Coles, Alyson Corgatelli, Taylor Davis, Thomas Dunn, Jack Edwards, Hayden Erickson, James Ferguson, Savannah Floyd, Courtney Goody, Braden Grover, Bradley Hale, Katelyn Hashagen, Emily Henry, Celeste Hill, Tyler Holman, Mason Jenkins, Samantha Jenkins, Aliza Johnson, Bethany Jones, Kalli King, Michael Kinsy, Autumn Landon, Caleb Laux, Adeline Lee, Isaac Lee, Anna Leslie, Kayli Linsenmann, Jaxson Lusk, Devyn Lyman, Kaiden Lynes, Audrey Marotz, Brandon Martin, Kaden Martin, Marieann Maw, Madisen Merrill, Damon Mickels, Mylee Mickelsen, Parker Miskin, Adrianna Mortensen, Kyilee Mortensen, Kenna Mower, Cameron Nail, Natalie NewMeyer, Tagg Olaveson, Dakota Parker, Tessa Petersen, Alyson Price, Mason Priest, Logan Pulsipher, Trever Reeves, Lillianna Riquelme, Ashley Sharp, Cumorah Short, Colby Smith, McKennah Smith, Hope Sponseller, Hayden Taylor, Lacie Thomas, Brett Warner, Katelynn Weight, Brooklyn Wise, Adam Wood, John Wood, Trey Yearsley, Aubrey Yoshida and Kaitlyn Younger. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[1:13:59 PM](#) Motion by Chairman Farnsworth to approve certificates of residency for the College of Western Idaho for Cameron Anderson, Jocelyn Anderson, Talon Anderson, Kaitlyn Andreason, Brooklyn Archibald, Logan Archibald, Bryton Armstrong, Mackenzie Armstrong, Jennifer Avila-Palacios, Bridger Barnes, Luis Barrera, Jonathan Beck, Skyles Beckstead, Dawson Bell, Caitlyn Benedict, Hunter Bidwell, Sydni Black, Jayson Bloxham, Michael Boudrero, Carissa Bowden, William Bozung III, Lindsey Brinkerhoff, Morgan Brinkerhoff, Josie Bronson, Kimball Broulim, Brooklyn Bullard, Hannah Burke, Savannah Burton, Calista Bush, Brett Bushman, Britain Butler, Cayden Butler, Grace Butterfield, Cordell Campbell, Kyla Campbell, Halle Chase, Seth Christensen, Megan Clark, Carson Clayson, Megan Clements, Kyler Coles, Alyson Corgatelli, Courtney Cox, Aleena Cross, Cody Cude, Wyatt Dansie, Elizabeth Darrington, Liesl Daugherty, Kyle Davie, Reilly Decker, Kassandra Denniston, Clara Do, Daphne Edwards, Jon Farnes, Cassidy Fenn, Merilee Fielding, Jaydin Follett, Hailey Foster, Spencer Foster, Kenadee French, Kaylee Fried, Albert Furrows, Nathan Gallup, Jordan Gardner, Mikayla Gardner, Sadie Geisler, Natalie Gittins, Kaylee Gneiting, Karlie Godfrey, Ronald Goodwin, Dustin Grant, Nikolas Griffin, Braden Grover, Rachel Grover, Daniel Gunderson, Kade Hall, Macady Hanson, Taylor Hendricks, Matthew Jenkins, Aliza Johnson, Dalton Johnson, Keiver Jones, Tabrie Killian, Abby Kinghorn, Isaac Lee, Devyn Lyman, Maddie Marshall, Easton Martin, Tyler Mathews, Jace Merkley, Jacob Mickelsen, Adrianna Mortensen, Kenna Mower, Natalie NewMeyer, Tagg Olaveson, Bridger Oswald, Jacob Oswald, Dakota Parker, Adrian Paschall, Isabel Peterson, Hailey Phillip, McKray Poole, Maci Quigley, Emma Shippen, Brooklyn Sierra, McKena Smith, Parker Snedaker, Spencer Steel, Maggie Sullivan, Emma Taylor, Wyatt Taylor, Lacie Thomas, Morgan Thomas, Evelyn Valdez, Devin Waddoups, Katelynn Weight and Brooklyn Wise. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[1:23:03 PM](#) Motion by Commissioner Martinez to approve certificates of residency for the North Idaho College for Presley Archibald, Hannah Bird, Brianna Brown, Aleena Cross, Summer Dabell, Rebekah Gunderson, Macady Hanson, Keiver Jones, Kalli King, Nancy Kowalczyk, Kent McCosh, Madison Miller, Alexa Moore, Kenna Mower, Kyson Parkinson, Tessa Peterson, Colby Smith, Joseph Wood and Quinn Young. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

• **LIQUOR LICENSES**

[1:38:40 PM](#) Motion by Commissioner Martinez to approve the retail alcoholic beverage licenses for Lil' Mikes Smokin BBQ, Teton House, BJ'S Bayou, Pastime Club, Mountain River Entertainment, Mud Lake Market, Jefferson Hills Golf Course and Valley County Store. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **DISCUSS COMMISSIONER AGENDA**

[1:40:43 PM](#) Chief Deputy Clerk Audrey Moon has some questions on the agenda. Needs to know when the late meeting will be and what days they are planning on meeting. Commissioner Hancock said do four Mondays. Rebecca asked on claims. Chairman Farnsworth said they can keep these the same. Audrey said they need to keep the claims the same. Commissioner Martinez asked Weston what his availability is. Weston said in Bonneville they meet every Tuesday from a set time. Could have this be a set time but it is up to them. If they have this in the afternoon or whenever they want. People have been getting things cleared before they come in. Audrey mentions they do not have to decide today. Will tweak this as they move along. Chairman Farnsworth said they will keep the claims the same. Would like to set aside an hour for claims and minutes so they can really go through them. So they are not rushing while they are listening to someone else. Legal counseling can have at the beginning and would like to keep the executives at the same time. Weston said legal counsel could be at the end. He does not need to be here for most executive sessions. Chairman Farnsworth said they can review the agenda and decide if they need legal. An evening meeting. Commissioner Hancock said they could do from 2:00 to 7:00. Decide to do this the third meeting of the month. Rebecca asked if she only needs to attend for Personnel and Emergency Management. Chairman Farnsworth said can come and present like other departments. Commissioner Hancock said she needs to come in on Naysha's position. Audrey clarifies only four meetings. Looking forward do have a meeting on December 26 are they going to want to cancel this. Commissioner Hancock thinks they can bag that. Chairman Farnsworth said a lot of people will be on vacation and gone. Weston said sometimes the courts add to his calendar. Would suggest doing legal at 3:30. Just wants to make sure he has this on his calendar. Chairman Farnsworth said they are willing to work on this because it is hard to change the courts. Audrey clarifies will add Weston on October 2 at 3:30. Weston said this will help end the scheduled day. Rebecca mentions that Colleen and Audrey can be the gate keepers and make sure contracts are passed through legal before. Weston said that is helpful it is hard to read a contract and listen to the meeting. Chairman Farnsworth mentions that they need to have things go to legal before the meeting to keep this moving.

- **NEW BUILDING UPDATE**

[1:51:24 PM](#) Rebecca goes over that Lorie Dye had stopped by and mentioned they hold archery supplies, pellet guns and need some secured storage area. Chairman Farnsworth mentions they still need to build a wall in the breakroom. Discuss schedules decide to come in after the conference. Commissioner Hancock mentions had spoken with City of Rigby and the building permits will be under their preview. May want to bring out an outside inspector in a few times. Building permit fees will be waived but electrical, plumbing and mechanical permits may have fees associated. City said since they already have a connection will not have to pay for that either.

- **APPROVE CLAIMS**

[2:00:34 PM](#) Commissioners review claims. Chairman Farnsworth goes over the glass door on the new sweeper. Commissioner Hancock mentioned Planning & Zoning vehicle needs a new transmission the vehicle only has 95,000 miles. Kerri caught him at the shop they have the 644 loader down at John Deere sucked a bearing through the motor. Plug came out did not leak oil want \$20,000 to repair or \$18,000 for another motor. The other was for the compactor and scraper out at county line.

[2:18:48 PM](#) **Motion by Commissioner Hancock to approve claims from 9/11/2017 to 9/21/2017 for \$364,144.99. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **APPROVE COMMISSIONER MEETING MINUTES**

[2:19:27 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from September 11, 2017 with noted changes. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:19:56 PM](#) **Motion by Commissioner Hancock to approve special commissioner meeting minutes from September 14, 2017. Second by Commissioner. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:20:14 PM](#) **Motion by Commissioner Hancock to adjourn at 2:22. Second by Commissioner Martinez. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date