

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
JANUARY 8, 2018**

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

SHERIFF – STEVE ANDERSON

• **STEP AND GRADE**

[9:00:51 AM](#) Sheriff Anderson wanted to re-address the step and grade. If they could get possibly a committee together with elected officials to review this. Could then get a team together to look at this. Brought this up now because the budget sheets will be coming out in a few months. Also the turnover is high in all departments. The turnover on the Sheriff side has not been for personnel reasons this is due to wages. Had an individual resign this week. Lost three deputies this month. Not saying they can make the changes but would like to present a different step and grade. Thinks the program is good but the numbers are flawed. The Sheriff's office could take the lead if they authorize this. Could include elected officials and Rebecca to go over this. Commissioner Hancock thinks a lot of counties have gone to the step and grade. Colleen said the step and grade was based off of Fremont County. Chairman Farnsworth said he had been in favor of this but thinks that the numbers came in low.

[9:04:54 AM](#) Sheriff Anderson said this process was based off of Fremont. If they look at the step and grade they could eliminate the first three grades because they are not used. Have wasted space on the chart. There was not any input from his department when this step and grade was done. Just asking they look at this with what our team members from the county have put into a chart. Thinks they were based on Fremont but not the same numbers because a starting deputy in Fremont make \$2 more. Thinks we are more comparable to Jerome County. Thinks they could look statewide and make a comparison step and grade. Wants to get team members from every department not just one or two people deciding. Get these individuals to come and sit down and discuss this.

[9:06:54 AM](#) Chairman Farnsworth asked Cody if she had brought some changes in this last year on employees that were graded incorrect. Cody said she did on a couple. Agrees with Steve this step and grade was thrown at them. None of them knew what to do with the numbers so low. Had people earning more and has taken them several years to get to the correct step and grade. Sheriff Anderson would like to know where the numbers came from. Does not see any reason behind the numbers in any department. If they compared counties and took an average of what they came up with. Wants to be able to answer why the job makes a specific amount. Commissioner Hancock said they need to look at the geographic area they are going to go would be Bonneville, Madison and Fremont. Thinks they need to be fairly competitive with these neighboring counties. Has to be the geographic area because this is where the employees will move to. Colleen said the tax base in the surrounding counties is higher. Commissioner Hancock said that is a concern. Chairman Farnsworth thinks they could get started on this and start working on this with the different departments. Good to start working on this now. Sheriff Anderson asked if they can have Chief Deputy Wolfe head this. Commissioner Hancock believes this should be done with HR and all other departments. Rebecca said she is fully in support and happy to take on this responsibility. Commissioner Hancock said that Rebecca needs to be involved in this since she has always been part of this process. Have already in the past talked about the fact that they need to be competitive throughout the surrounding area. Sheriff Anderson said if they send a deputy to post they can start for \$2 to \$3 more in the surrounding counties. Paul thinks this would be an advantage to take a look at this. Commissioner Hancock said they should also look at counties farther away. But also look at the Fremont, Madison, Bonneville and Bingham. Then they will know they may not be able to compete with them. Chairman Farnsworth thinks they should go ahead and proceed on this. Sheriff Anderson mentions there is a discussion in legislation to raise the levy rates for the Justice Fund which would help immensely.

[9:10:50 AM](#) Colleen said she has had the same comment when this program was started no one had any input. Sheriff Anderson thinks this is a wonderful tool to know where they will be at in their careers just believes the numbers are flawed. Chairman Farnsworth said this gives incentive for the future. Sheriff Anderson will get with Rebecca and get this started. Commissioner Martinez asked if they want someone in charge of this. Commissioner Hancock said this will be Rebecca and Sheriff Anderson. Colleen asked if they want a commissioner on the committee. Chairman Farnsworth said to have them tackle this and bring it back to the Commissioners they do not need to be involved.

COMMISSIONERS – SHERIFF STEVE ANDERSON

• **JAIL INSPECTION**

[9:13:07 AM](#) Sheriff Anderson, Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Clerk Colleen Poole and Deputy Clerk Audrey Moon go over to the inspection. Were met by Captain Ortega. Go into the property room this is an organized room for items that are provided for inmates such as toiletries and clothing. Sheriff Anderson mentions some issues with a compressor

that unlocks the doors in the jail. Mention he cannot have a deputy follow around maintenance individuals when they are working. Have gotten bids for repainting the lines on the jail floor. Have passed all inspections but any incidents that happen in the jail have to be reported. Will be having the Commissioners from Lincoln County visiting the jail on Wednesday as they are building a jail for their county. Go into the kitchen have Chloe who is in charge of the kitchen. Have two male inmates doing dishes. Have three that they rotate through. Did have a new motor put into the dishwasher this is on a lease so they cover all of the maintenance on it. Have one male inmate doing laundry. Have a visitation room. Have medical with nurse on duty daily. Sheriff Anderson mentions that they had found that they were only charging \$2 on a medical visits when other surrounding counties charge \$10. Have raised this to \$10. Have an indoor recreation area and a library. Have an outside recreation area where they have to allow the Indians to do smudging which is part of their religion. Go into the control room where Deputy Wells and Deputy Brown are. Have 100 inmates with 39 females, 58 males and 3 males in court. The control room is a clean area. Sheriff Anderson shows that the inmates can watch TV shows on the iPad in the pods. There are four of these. They do cost so usually the inmate with the most money will have these most of the time. Can call out on the phones for \$0.23 a minute. The inmates have a calendar inside their pods and they have to take turns cleaning. Sheriff Anderson said they have considered putting in a TV. These are used to help mellow inmates out. They would still control the channels and times from the control room. Could use these to put up information that they are required to show. Go into the basement of the control room to look at the compressor. Have storage and the computer controls with additional cameras. Sheriff Anderson said they have to recertify their CPR. Will be having classes next week. Go out through dispatch. Go into the driver's license area. Go through the offices and see the staff.

[10:03:24 AM](#) Chairman Farnsworth said they have finished the jail inspection. Will sign the inspection report. **(Exhibit A)** No issues.

PARK & RECREATION – MICKEY EAMES

- **PUBLIC HEARING – FEE ADDITION – RESOLUTION #2018-6**

[10:05:37 AM](#) Mickey Eames is here for another fee change she did not have these added on the last public hearing. Have a group tent site at \$20. Then have two double camp sites #33 and #37 will be \$35. Can put two camp trailers on these sites. Will have two picnic tables at both site #33 and #37 and three picnic tables at the group site. Colleen said this has been published twice.

[10:06:42 AM](#) Chairman Farnsworth asked for public in favor, neutral or against. Seeing no public in attendance Chairman Farnsworth closes the public hearing.

[10:07:07 AM](#) Commissioner Hancock said this cost is still less than a lot of other parks. Chairman Farnsworth said these are very nice with the concrete, water and power hookups. Mickey said the tent site will have water.

[10:07:59 AM](#) **Motion by Commissioner Martinez to accept the noted changes for Jefferson County Lake with resolution #2018-6. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:09:28 AM](#) Mickey goes over they had 1,700 annual permits last year. With just these they brought in \$51,000. Will be able to purchase annual lake pass on the website and bring a receipt in for this. Working on cleaning up the Mike Walker boat dock. Will have two to three more sites that will be self-paid.

IT – GARN HERRICK

- **BLACKFOOT COMMUNICATIONS – IP ADDRESS**

[10:10:08 AM](#) Garn said this is to get four more IP addresses. This agreement is them giving the county the other four email addresses. It will be \$20 a month more. Need this capacity available for additional items online. This is renewable every twelve months. Commissioner Hancock asked if they can include this on their previous contract. Garn said once the original contract is renewed they will merge these together.

[10:11:16 AM](#) **Motion by Commissioner Hancock to approve the service agreement with Blackfoot Communications Connect More for \$19.95 a month for twelve months or until this can be merged into the original contract. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

PLANNING & ZONING – KEVIN HATHAWAY

- **DESTRUCTION OF RECORDS**

[10:13:28 AM](#) Kevin provides a copy of record retention. Some of the records have been retained longer than they have to. Is here looking to see if there will be adequate storage for some of these records in the new building. Do they want to keep these even if they are no longer required to keep them? Chairman Farnsworth said they will have storage but should not keep things they no longer need. Goes over the list of the timeframes. Commissioner Hancock said he would look at anything they have major duplication of. If there is

some gray area he would go on the conservative side and save it longer. Kevin said they may look at scanning some of these documents. This may be another way to get some more storage. This could be an option. Commissioner Hancock likes transferring these to digital records. Could manage these easier with how you save these files.

[10:17:57 AM](#) Colleen would like to make sure that another office has records. Kevin said they are just starting the process. Will work with Colleen on this. Does not have this resolution prepared yet.

HR – REBECCA SQUIRES

- **STANDARD OPERATING PROCEDURE AMENDMENT**

[10:20:13 AM](#) Rebecca said the Prosecutor Office had some ongoing questions on how to do a personnel action form when moving an employee up. Had recommended some changes to the standard operating procedure three. Some action forms need board approval and some do not. Had some discrepancy between SOP #3 and the salary administration handbook. Weston drafted and suggested this change. This makes the salary administration handbook the authority on how to handle the personnel action forms. Commissioner Hancock said the bottom paragraph will replace the top part. Rebecca said yes unless they do not approve this. Rebecca said the job is graded not the individual so the individual is the step. Are getting the forms turned in and they are tracking well. Does not want a conflict between the SOP and the handbook. Colleen said they get the question a lot on what needs board approval. Only things in the first column on the employee action form require board approval.

[10:23:53 AM](#) **Motion by Commissioner Hancock to approve the change to Standard Operating Procedure #3. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:26:29 AM](#) Rebecca is tracking the paperwork and making sure these follow policy and do not approve anything that is up to the department head. Colleen said payroll cannot do anything without these forms.

SOCIAL SERVICES – JACKIE MAUPIN

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

[10:27:23 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 10:50

[10:51:15 AM](#) **Motion by Commissioner Hancock to deny cases #2018-12 and #2018-10 on lack of cooperation and deny case # 2018-08 on ability to pay. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[10:52:38 AM](#) Recess

Open session 11:16

[11:16:58 AM](#) **Motion by Commissioner Martinez to go back 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 11:27

[11:27:40 AM](#) Recess

Open session 1:00

ANDI ELLIOTT

- **ANIMAL ISSUES**

[1:00:26 PM](#) Andi Elliott is here to give them some information. Been out with deputies who are not familiar about statutes and animal welfare. Idaho Statute 25-351 animal care says “It shall be the duty of any law enforcement officer or animal care and control officer, subject to restrictions of section 25-3501A, to take possession of the animal so abandoned or neglected, and care for the same until final disposition of such animal is determined in accordance with section 25-3520(A) or (B) Idaho Code”. These cover recuperating the costs. Works within the county and simply have no resources within the county. Had a dog hit by a car and no one bothered to go look at the dog for three days. Had taken her down to the animal shelter to be euthanized. There needs to be a resource for a deputy to use but does not know the answer. Take a lot of animals down to the shelter. If they can be adopted it costs \$23 for out of county and it is \$18 if the animal has to be euthanized. This is a persistent problem. Feels they have the hearts just need the resources. Commissioner Martinez asked if they have a line item for animal control. Chairman Farnsworth thought they took animals to the vet either Mountain River or South Fork. Andi said the deputies are not telling her anything. Andi said the city has a contract with Mountain

River. Chairman Farnsworth thinks that if they take these for the city maybe the county could create a contract. Commissioner Martinez said he has gotten with Kevin on an animal ordinance.

[1:07:36 PM](#) Andi said Snake River Animal Shelter will only take owner surrender, no strays. Strays have to go through Idaho Falls Animal Shelter. If she finds animals in Bonneville County it is free. Commissioner Martinez asked what they would need to do to get a shelter here. Andi does not think they need a shelter here. Menan has an MOU with the Idaho Falls Animal Shelter. Irene Brown would be open to meeting and establishing something. Never refuses an animal when she takes one. Some individuals do get mad that there is a fee for out of county but this is being paid for by Bonneville County taxpayers. Thinks the best way would be an MOU with Idaho Falls Animal Shelter. Irene is the Director.

[1:10:07 PM](#) Commissioner Martinez asked if they would like her to come in or go and meet with her and come back. Commissioner Hancock thinks they could come up with some money and come up with an agreement. It would be a matter of putting something together. This is not a huge amount of money. Andi said this would help support the deputies. Commissioner Martinez thinks it would be a good thing to do. Commissioner Hancock said they can look at this situation and this could be a good solution. Chairman Farnsworth thinks they could get the talk started. Does not think they would have to budget a lot. Andi said they could have something where they could have donations. Commissioner Hancock said similar to the city could establish some relation with the vets. Could do something to have a hurt animal looked at. Chairman Farnsworth said they will get with Irene Brown for the City of Idaho Falls. Can also check with Mountain River. Then in the next budget they can put some money towards this. Andi does not mind that the deputies call her.

[1:15:06 PM](#) Andi wanted to notify that the Idaho Department of Transportation is issuing special license plates for animals. This is something they may acquire some of these funds. Last item know that chaining dogs calls are quite excessive. The chains are too short. The animals wound around. No food or water. Having these dogs die from exposure and no food. Have codes in place but these lack specificity and the deputies do not know how to act. Had a case early December with two dogs one chained to a camper and it had to go under the camper for shelter. The dog would be so wound around it could not crawl under the camper. Called a deputy and Deputy Gonzales was right on this. Deputy is being told they have shelter but this is not shelter. It needs to be adequate shelter shows a picture of a doghouse and how this should be constructed and facing east. Was going to ask Lt. Wolfe on things they can look for. Deputy Gonzales went out three times for this case plus the call. Deputy Wray and Deputy Fullmer went out there as well. This is at least six trips that could have been taken care of in one or two if they have better information it would make this better.

[1:19:46 PM](#) Made up a checklist similar to ones on citations. This would be to the owner of the animal. Have items such as dog chain is too short. Water bowl overturned if they place this in an old tire then they cannot overturn this with the chain. Heat is just as big as snow. Had a chain link kennel no shade what so ever the dogs are cooking in the mid-summer. Need access to shade. If you put a dog house in the sun it will be hotter inside than the temperature outside. Pointing out things like this due to extreme weather conditions. Chairman Farnsworth said she can visit with the Sheriff's office and see if they would be willing to pass this along. Does not know of any citation they could issue. This would give them a list to take to the homeowners. Andi said this would help. Chairman Farnsworth said they will speak with the Sheriff's office and get ahold of Irene Brown about an MOU before the next budget.

JOEL SPENCER

- **SNOW PLOW ISSUE/ SNOW PLOW LAW FOR DAMAGED PROPERTY**

[1:24:13 PM](#) Joel Spencer 3891 E 100 N in Rigby, Idaho. Here to ask for help. When the plows come down their road he plows too far over and tears up the grass, sprinklers and mailbox. Have talked to the guy in charge of this three different times. The behavior has not changed with this snow plow driver. Hoping they know of a solution. Chairman Farnsworth said depending on the road the grass and sprinklers could be in the right-of-way. Have this landscaped all the way to the blacktop. When the snow is on the ground they are peeling this down. Hope this doesn't happen but if this happens and it is in the right-of-way all they can say is they are sorry.

[1:26:21 PM](#) Joel said he is here to solve a problem did not spread anything or bring in neighbors to be unreasonable. Asking for help. Understand what the law says but there should be common sense too. The guy driving the plowing has a brain and he should be able to see where the road ends and the grass starts. He might have that right but we live on a dead-end road. Moving the snow two more inches over isn't going to make the snow melt faster. If there was a law if they hit the grass or mail box he feels there would be people that would take advantage of this. Would cause a lot of problems.

[1:27:53 PM](#) Chairman Farnsworth said they could pass a law but they could also charge them for having the grass too close to the road. If they plant in the county right-of-way then they could charge the person for damaging the plow. This is the county right-of-way. Commissioner Hancock asked if he is in a subdivision. Joel said no and shows commissioners a photo. Chairman Farnsworth said the plow can try not to dig too deep. Some of the mailboxes are right on the road. Chairman Farnsworth said they have to be eight feet off the road.

[1:30:53 PM](#) Joel said he feels they are not taking into account that they had a big old borrow pit but this has been gone for twelve years. Chairman Farnsworth said they can visit with them. Commissioner Hancock said when landscaping they need to have a slope down and not up so there is a little bit of drainage.

[1:34:17 PM](#) Recess until 2:00

Open session 2:00

KAY BAIRD

• **SOLID WASTE FEE**

[2:00:19 PM](#) Kay Baird 2060 N 25 E in Terreton, ID. As the Treasurer of the Community Church of Mud Lake has come to ask for a variance on the landfill charge for the church. Have two pieces of property but have a home in-between. The church does not have a garbage can. No one lives here during the week only the weekend. Have an interim pastor come and stay the weekend. Have talked to property tax people they were told they would not charge us the next year. Was then told the commissioners were the only people that could change this. Commissioner Hancock said they have looked at each residence. Only one that was combined for a duplex. Kay said they do the dinners and hold these at the Community Senior Center. Would like to request they have one charge for the landfill for next year. Have already paid taxes for this year.

[2:03:02 PM](#) Assessor Cody Taylor said she had spoken with Kay on the phone. If this is livable property they assess the fee. Told Kay she needed to come here. Chairman Farnsworth asked if they can live in the church. Kay said no. Cody mentions all churches are given this fee. Cannot combine the parcels because there is a parcel in-between. Commissioner Hancock knows this is a unique circumstance. Chairman Farnsworth said if they eliminate this on one church then they would have to eliminate this on all churches in the county. Could see if they could connect these somehow. Cannot conjoin them due to a parcel in-between. Chairman Farnsworth said they could look at charging churches less but a lot of these do have a lot of garbage. Can look at this further and see how they could handle it if somehow they could be connected.

CLERK – COLLEEN POOLE – ELECTIONS – SHONNA ALLRED

• **PRECINCT BOUNDARIES/ DESIGNATE POLLING PLACES/ COMMISSIONER DISTRICT BOUNDARIES**

[2:07:40 PM](#) Shonna said a lot of the area is growing on the east side. If you look at precincts the ones in color are the ones that would affect them. Colleen said they had brought this up a few months ago. Shonna said they have Garfield and show the shape. Took a portion of this from Garfield and made this Rigby 7. By taking a piece out of an established precinct boundary the commissioner boundaries do not change. This is Commissioner District 2. Colleen said they did not make this precinct Garfield 2 because they would have had to change more numbers. Shonna said if they look at Rigby 3 this is County Commissioner District 1. Have added Rigby 5 and Rigby 6. Doing this to help vote people quicker. Broke this up so they will not have as many lines. All of these individuals have had postcards sent out with where their polling place will be located. Commissioner Hancock said he did get a card it said he is on 200 N said he votes with Rigby 7 so that was correct. Shonna has not had anyone call in and complain but may get some more calls once an election is closer. Cannot do anything without the GIS Department. Shows the districts with a bold line only changed the shapes. Feels with all of the help and suggestions from the GIS they have really clean lines. Had Sherry Lufkin go in and change these on the mapping online. Used verbiage from Thompson Engineering on this. Checked with the State to make sure they could use their in-house mapping department. Notifying them of the changes.

[2:14:52 PM](#) Chairman Farnsworth thinks this looks good. Shonna mentions this was a lot of work. Having the GIS Department makes a lot of difference. Colleen said does not think they will get too many complaints and if they had not done this they would not have been allowed until 2021 due to the Census. Shonna said if they go under the GIS Department for mapping they can print the maps. One of them is an election map which shows where they will vote per their address. Also have this available on the State website. **(Exhibit B)**

[2:17:13 PM](#) **Motion by Commissioner Hancock to approve the 2018 designated polling locations, the precinct boundaries and designate the Commissioner District boundaries. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed**

APPRAISER – PAT KELLEY – TREASURER – KRISTINE LUND

• **TAX CANCELLATIONS**

[2:18:43 PM](#) Pat said they need a tax cancellation for Kade Hymas his mobile home burnt down in 2016. Somehow this got on the tax rolls for 2017. There will be tax on the property but not the mobile home. This will be \$144.25 for the cancellation on parcel #MH04N39E192001. **(Exhibit C)** Will make sure this is off for 2018.

[2:20:08 PM](#) Motion by Commissioner Hancock to approve tax cancellation for \$144.25 for parcel #MH04N39E192001. Second by Commissioner. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 3:00

COMMISSIONERS

- **ANNUAL ROAD AND STREET FINANCIAL REPORT**

[3:00:28 PM](#) Dave said this is the summary report for the annual road and street financial report. Colleen said Dave gave her a change today. So this will be published Wednesday then amended in the next Wednesday. Dave goes over report. Breaks this down per road and overlay that was worked on. Have other signs and striping. On the routine maintenance think they are off one line. This should be shifted down one. Mandatory section for HB312 revenue \$650,439. Used this to overlay eight miles of road. Chairman Farnsworth said they did 25 ½ miles of overlay 40 miles chip seal and bladed 1,500 miles. This is way up. Dave said they are getting where they need to be. If they are able to get the LHTAC grant this would be another 60 miles. Commissioner Martinez asked how much of the 30 miles projected for 2018 will be in on the west side. Dave said will be 14 or so miles. Commissioner Hancock said the paving machine is very valuable to the county.

[3:16:56 PM](#) Motion by Commissioner Hancock to approve the Jefferson County Annual Road and Street Financial report for 2018 with minor correction. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed

- **SIGN CERTIFICATES OF RESIDENCY**

[3:19:51 PM](#) Motion by Commissioner Hancock to approve certificates of residency for the College of Western Idaho for Annalee Ball, Anna Boone, Jack Edwards, James Ferguson, Eden Griffith, Bradley Hale, Hunter Squires and Brynlee Torgerson. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[3:20:06 PM](#) Motion by Commissioner Martinez to approve certificates of residency for the College of Southern Idaho for Kennedy Anderson, Caitlyn Briggs, Cleve Burnside, Andrea Diaz, Brylei Harris, Brooklyn Hill, Elizabeth Lengle, Madeline Morgan and Lydia Stubbs. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **TRANSFER LIQUOR LICENSE**

[3:21:24 PM](#) Motion by Chairman Farnsworth to transfer the alcoholic beverage license for Maverik #152 to Maverik #575. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed

- **NEW BUILDING UPDATE**

[3:22:43 PM](#) Chairman Farnsworth said they have walls going up. Colleen said they have a progress report. Commissioner Hancock said they closed down from Christmas through the New Year. Chairman Farnsworth said the project is on schedule. Commissioner Hancock said next construction meeting is January 18 at 1:00.

- **QUARTERLY REPORT**

[3:26:55 PM](#) Colleen provides the report. One is the report before taxes came in and the other is after. In the general believe that this was around nine million. In the negative for Junior College tuition. Will get a reimbursement from the state and receive liquor funds. Highway Safety Grant is in the negative but this is spent then they get the grant once it is reimbursed. Commissioners review.

- **CONFLICT PUBLIC DEFENDER UPDATE**

[3:33:12 PM](#) Colleen said she has talked with Trial Court Administrator this has been put on three websites. Closing January 24, 2018. Will interview then get a short list. Will get these scheduled once they get the short list. Talked about \$65 an hour but negotiable. If no one will do this for that they will have to look at the budget. Just got this posted last week. Paul said sooner the better. Steve Thompson is shipping everything out now. Colleen said they will have to get this in place as soon as possible.

- **DEPARTMENT OF ENERGY AGREEMENT**

[3:36:00 PM](#) Colleen said they sign this every year. This is for PILT money for INL ground only. This should come in next month. The other comes in June. The only concern Weston and she had said all PILT money but this is from INL ground only.

[3:37:10 PM](#) Motion by Commissioner Hancock to approve the Department of Energy Agreement for PILT money from DOE \$58,149.86. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed

- **APPROVE CLAIMS**

[3:39:35 PM](#) Chairman Farnsworth has some questions. Arnold Machinery Company. This is \$1,736.36 is wondering what they fixed. Look at claim is for parts B7 and B1. Commissioner Hancock said these are trucks. Commissioners look at the claim. Want to know what truck this is being put on. Commissioner Hancock said they have been linked to the IWorks. Chairman Farnsworth brings up \$9,800 for the cutting edges. Commissioner Hancock said these are the cutting edges. Had suggested putting a hard edge on these. Western States Equipment \$5,347.58 not sure what they fixed either. Have two hopper sanders bought from First Street Welding and was listed under maintenance and parts. Commissioner Hancock said they had talked about this being an asset. Chairman Farnsworth would like to see more details so they know what equipment is being worked on.

[3:53:36 PM](#) Chairman Farnsworth goes back to the claim for First Street Welding for the hopper sanders. This is for new equipment that was not approved. Commissioner Hancock said Dave apologized earlier after he had asked him about it and told him that he needed approval. Will have to ratify this. Chairman Farnsworth said this is not repair or maintenance and he should know that anything over \$1,000 has to come before the board. Personally feels that the hopper sanders are a waste of money. They are too heavy for the pickups they have. Have already blown out a set of airbags. Only has a 2 ½ inch hole in it. Feels \$10,000 is a waste for these hopes they can take these back. Commissioner Martinez feels the same way. He should know the process on how they get equipment. Chairman Farnsworth feels this is an attempt to hide an expense. If they approve this they have two hopper sanders that they did not know about since it is under repairs and maintenance. Wants this all accounted for. Is not going to approve the \$9,256.37. Have answered the mirrors for the trucks. A lot of this maintenance would like to see a description of what went on with the vehicle. Would like to see a report on anything over \$1,000 for maintenance as well. Commissioner Hancock said they still need to be able to function properly. Had pointed this out to Dave that it should have been capital purchase. Need to put a description of what equipment it is. Chairman Farnsworth said this should not come out of maintenance and parts. Need to see if they had a correction on the \$10,000 repair for a loader that Solid Waste had been using. Commissioner Hancock needs to go out and check on some items with him. Not sure this has been taken care of. Chairman Farnsworth asked if they have resolved where the mechanic is working. Commissioner Hancock said the way payroll is set-up with Computer Arts where they need to charge against different line numbers. Chairman Farnsworth said they could take the line item out of Solid Waste and keep it all in Road & Bridge. Commissioner Hancock said to use the equipment they could have lower rates. Want to have the internal rates set in place so they can charge fairly. Commissioner Martinez said D1 is Bruce's pickup. Commissioner Martinez asked on the LHTAC education if this is worth what they pay. Commissioner Hancock said this the Road Scholar Program. Commissioner Martinez had been to five or six different classes and not sure these classes are being applied. Chairman Farnsworth asks what an edge tract assembly is and wants to know what this is on. Commissioner Hancock knows this was spent for something for the county. Chairman Farnsworth said this was hidden under repairs and maintenance. Commissioner Hancock said they need a process for ratification of purchases that was purchased without prior approval. Everyone had to do a write-up on why this was purchased and to ask for this to be ratified. Chairman Farnsworth thinks these weigh too much and overweigh the airbags. Thinks this is a waste this may do two intersection only good for a parking lot.

[4:11:46 PM](#) Weston said this was an asset that would need approval but this was put under maintenance and repairs. Chairman Farnsworth said they can approve these claims without this claim.

[4:13:16 PM](#) **Motion by Commissioner Hancock to approve claims from 12/9/2017 to 1/5/2018 for \$383,644.92. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed**

- **APPROVE COMMISSIONER MEETING MINUTES**

[4:14:53 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from December 18, 2017. Second by Commissioner Hancock. 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)**

[4:16:14 PM](#) **Motion by Chairman Farnsworth 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.**

[4:58:24 PM](#) **Motion by Commissioner Hancock to adjourn at 4:58. Second by Commissioner Martinez. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date