

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
FEBRUARY 5, 2018**

Meeting called to order at 9:01. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Captain Parker; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Hancock. Prayer offered by Commissioner Martinez.

SHERIFF'S OFFICE – CAPTAIN LYNN PARKER

• **PAINTING OFFICE**

9:03:09 AM Captain Parker had put out bids for painting the Sheriff's office. Have Travis Sharp who has submitted a bid he is who painted the whole courthouse initially. Checked with Colleen and they had \$24,000 in capital upgrades and have spent only one percent of this. Commissioner Hancock asked if they were able to get another bid. Captain Parker said they had several come look at this project but with everything that needs taped off this was the only bid submitted. Commissioner Martinez said when they were checking the door last week they knew they were looking at this. Chairman Farnsworth asked if this includes the paint. Captain Parker said it does include the paint and they will also re-strip the lines on the floor of the jail. Commissioner Hancock asked what this includes. Parker said this is the office and lobby. Will include some doors and the lines in the jail. There are a few offices that they will not paint. Travis is willing to work around the office hours and do this when the lobby is closed. Commissioner Hancock wished they had another price but they are under the \$25,000 threshold. Did ask for them but only received one bid. As long as they feel this is a reasonable price.

9:06:51 AM **Motion by Commissioner Hancock to authorize the painting in the Sheriff's Office with Sharp Professional Painting Company for \$17,550. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

IT – GARN HERRICK

• **ASSET TRANSFER**

9:08:22 AM Garn has some old equipment that is no longer used. Rigby Police Department would like to have the old Dell monitors that he switched out of dispatch. Central Fire is in dire need for a central place to store their files and we have a server that is no longer in use. This is an old Dell PowerEdge R410 server. This old equipment is collecting dust and is no longer useful for Jefferson County. Commissioner Hancock asked if this has to be done by a resolution since it is the same as disposing of this so they will transfer these. Chairman Farnsworth thinks if these entities can use them. Audrey provides resolution #2018-9.

9:10:36 AM **Motion by Commissioner Hancock to surplus electronic equipment a Dell PowerEdge R410 server and eight Dell LCD monitors. The server will go to Central Fire and the eight monitors will go to Rigby Police Department this motion will be included on resolution #2018-9 to this affect. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

PUBLIC WORKS – DAVE WALRATH

• **ROAD & BRIDGE – PICKUP PURCHASE**

9:11:54 AM Dave said periodically he gets information on equipment from Federal Surplus property on things that are being surplus. Got an email on a pickup that he feels is a good deal. Road & Bridge is in need of some pickups. This is a 2006 Chevy three quarter ton Duramax has 75,000 miles with a fixed price of \$14,077. Looked at the book value and it is just under \$21,000 with the mileage it has. Commissioner Martinez asked what kind of motor. Dave said this is a Duramax motor. Commissioner Hancock asked if they would hold this until he gets a decision. Dave said they will not he just has to check back once he receives approval. Have \$46,000 in the vehicle budget line and really need to start looking at upgrading pickups. The pickup Jeremy Neville uses in Hamer is shot. Will have to rotate some vehicles around. Commissioner Hancock said even if this is a 2006 should give him service for six to seven years. Dave thinks around ten years they should be able to get 200,000 miles out of it. Dave provides some information on the pickup. Had emailed them some pictures. Does have some minor things that need fixed. The slide function on the driver side needs fixed. Commissioner Hancock said this was a BLM outfit. Dave said the picture of the engine compartment was pretty clean sure they had it detailed. Chairman Farnsworth said broken seat slide, center plastic console slightly broken and rear headliner is coming apart by the back window. Dave said this is a three door. Commissioner Hancock said this is an extended cab. It has suicide doors on both sides but they call this a three door. Dave said this was in Burley but the place they do the Federal Surplus is in Shoshone. Commissioner Hancock said they may want to look at this first. Chairman Farnsworth said they are heading to Boise they could stop and look at it. Dave said if they want to stop and look at they would have to head through Carey. Commissioner Hancock said they could do that.

9:20:11 AM Chairman Farnsworth asked who checks these vehicles out to make sure items are good. Commissioner Hancock said everything checks out on this but not sure who checks these. Commissioner Martinez knows they need vehicles but they also need a new patching truck. May need to prioritize which way they are going to go. Commissioner Hancock said a patching truck would come out of capital equipment and not the vehicle line. Dave said they put \$600,000 in case they got the FEMA money in the capital equipment fund. Commissioner Hancock said for a new Duramax would be over \$50,000. These new trucks are sure up there even the used ones are expensive. If this is in decent shape this is a good deal. Could get ten years out of this making it \$1,400 a year. Commissioner Martinez asked if this is heavy enough to have a patcher. Commissioner Hancock said they would need a two ton for that. Dave is not sure if ITD will be having a surplus auction they do those periodically. Commissioner Hancock said occasionally Grover's All Wheel will have one out there two tone but they usually have a lot of miles on them. Chairman Farnsworth asked if this is a long bed. Dave said this is a six foot bed. Commissioners review pictures of pickup. Commissioner Hancock said they could give tentative approval and then they can stop and look at this while they are driving to Boise.

[9:30:50 AM](#) Motion by Commissioner Hancock to tentatively approve the pickup purchase for Public Works located in Shoshone. This is part of the federal excess for \$14,077 this is tentative until after they look at it today. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

COMMISSIONERS

- **SIGN CERTIFICATES OF RESIDENCY**

[9:33:11 AM](#) Motion by Commissioner Martinez to approve certificate of residency for the College of Western Idaho for Dallin Spencer. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[9:33:27 AM](#) Motion by Commissioner Hancock to approve certificate of residency for North Idaho College for Eduardo Montalvan. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

[9:34:12 AM](#) Audrey provides information from Mr. Williams from Ririe on Madeline Morgan on a certificate from CSI. They could not prove they emailed this but they say this was faxed. With the packet they have sent had three others that were missed that Mr. Williams came in for at the first of the school year. The others were approved on the next commissioner meeting. Not sure if this is enough proof on this. The school cannot necessarily prove they did but we cannot prove they didn't. Chairman Farnsworth asked if it is just the one. Audrey said only Madeline's needs approved. They had come back on the other three in September thinking hers had already been taken care of. Commissioner Hancock said they want to be fair. Audrey thinks maybe we should just approved this and move on. Commissioner Hancock thinks he has gone to a lot of effort on this. Audrey said she has now been emailing the list to the counselors of the schools so they can keep track of their students. Commissioner Hancock asked Colleen to put a spreadsheet together. Audrey said this has helped to keep track of everything. Commissioner Hancock thinks they should just go ahead and approve this. Chairman Farnsworth said the high school was going to pay this and the county will have to reimburse the high school.

[9:39:17 AM](#) Motion by Commissioner Martinez to accept the certificate of residency for the College of Southern Idaho for the 2016-2017 for Madeline Morgan to be reimbursed to the high school out of the college fund. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **NEW BUILDING UPDATE**

[9:41:02 AM](#) Chairman Farnsworth said they are pouring the floors. Audrey provides progress reports. Chairman Farnsworth asked if they pulled the conduit in the Sheriff's Office. Commissioner Martinez said the Sheriff had put Bryan Briggs in charge of escorting these individuals. Chairman Farnsworth said it is not that they do not trust these individuals but Bryan needs to make sure they stay with them at all times. Commissioner Hancock said they are cruising on the new building. Personally believes they are ahead of schedule. Commissioners go over schedule. Chairman Farnsworth thinks they will be ahead of schedule with the winter they are having.

- **APPROVE COMMISSIONER MEETING MINUTES**

[9:49:28 AM](#) Motion by Commissioner Martinez to approve commissioner meeting minutes from January 29, 2018. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

SOCIAL SERVICES – JACKIE MAUPIN

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

[9:52:51 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 9:58

AFLAC – DENNIS HANSEN - CANCELLED

- **INSURANCE**

NOXIOUS WEEDS & INVASIVE SPECIES

- **PUBLIC AUCTION WEBSITE**

[10:00:04 AM](#) Mitch is here to get the process going or to get authorization to use the State of Idaho public auction site. This meets all the state requirements for the public sale of items. Have items they could dispose of that they have to hold on to until the Sheriff or Road & Bridge put an auction together. These auctions are overwhelming. Most of the agencies are using this and it works efficiently. The returns they are getting on items is better. This is open nationwide not just locally. Chairman Farnsworth said if they had a pickup and a tank they would put these online. Mitch said they would take pictures and send the information to Brad who will get this listed on the website. Have a minimum bid and is open for fourteen days. It is an open public auction. Once an item is sold the public auction handles all the paperwork. They charge a ten percent fee for selling the items. They collect the money and then send a check. Then the individual will be able to pick up the item. Prior to the auction they will not be able to sell anything without the commissioners knowing. Would have to get a resolution for sale or disposal. Would have the price and value in the resolution then they can post this and put it up for sale. Have a list of few agencies. Brought this to the commissioners a few years back and they were worried this did not meet the criteria.

[10:03:52 AM](#) Mitch goes over that Ada County, Idaho Association of Cities, Bingham County, Bonner County, Bonneville County, BYU - Idaho, Canyon County, Cassia County, Challis School District, City of Boise, City of Buhl, Caldwell, City of Idaho Falls, Fremont County, Idaho Correctional
Commissioner Meeting Minutes *February 5, 2018*

Institutes, ITD, Ririe School District, Jefferson Joint School District #251 and Idaho Industrial Commission are all part of this. They all utilize this so if there were any issues he does not believe these places would be using this website. There are more than this these are just the ones he pulled off.

[10:04:43 AM](#) **Deputy Prosecutor Weston Davis is present**

[10:04:43 AM](#) Chairman Farnsworth said this would help so they did not have to sit on the equipment for so long. Mitch said it is amazing they get more money on this. Would like to go this route if at all possible. If there are any agreements or any contracts he would bring these in for them to sign. Commissioner Hancock said this is the State of Idaho that is running the auction. Mitch said you have to register as a buyer as well as a seller. Chairman Farnsworth says payments over \$4,000 must be a wire transfer. Chairman Farnsworth thinks this looks fine. Weston thinks this is following the statutes as long as they still follow policy by bringing in resolutions for approval. Chairman Farnsworth said if he brings the resolution in then they approve this before this is listed on the site. Mitch said that would be the process. On vehicles they go on blue book and that is how they set their minimum.

[10:09:34 AM](#) Mitch said all departments have items that they have sitting around that they would like to get rid of that is still usable. Mitch can do the registration and then they can add departments. Or they can have one person handling all of this. Commissioner Hancock thinks they should have one person in control thinks this would be more efficient to make sure they have the proper resolutions. Mitch has a great office manager. Thinks this would be a valuable tool for the county.

[10:10:47 AM](#) Weston said looking at Idaho Code 31-808 subsection 1 they do not need to publish anything on goods under \$250. These can be sold privately and are not required to give notice. Once this amount is higher they would still have to publish this. Mitch said he understood that the website meets this requirement with the fourteen day bid. Chairman Farnsworth said they could post this on the county website. Mitch thinks this would be good to make the public aware. Weston said prior to offering the property for sale the board of county commissioners shall advertise notice of the auction in a newspaper. If they are doing something valuable do they need to publish in addition to that. Commissioner Hancock asked if the website takes care of this publishing. Mitch said as far as he knows other entities are not posting this anywhere else. Weston will look into that issue.

[10:14:24 AM](#) Chairman Farnsworth said they could put this onto the county website. Mitch said they could even include the link. Mitch said he could check with other counties to see how they handle this. Would like to proceed with looking into this. Commissioner Martinez is good with it seems like a more efficient way to get rid of unneeded items. Weston is seeing a separate issue where they are posting this on the public auction website. He is not saying they cannot do this just he thinks they may need to publish this still if it exceeds a certain amount. Chairman Farnsworth said if they can move forward with this and if they find out they have to publish this they can. Weston said they just need to find out if a publication is needed.

[10:17:48 AM](#) Chairman Farnsworth asked if they have to sign up for this. Mitch said that Bradley will get him the forms. Weston asked if there is a fee. Mitch said they have a ten percent commission but that is on top of the minimum bid price. Once the sale is done they send a check. Have to sign up as a buyer and a seller. Mitch will proceed with getting the forms to sign up. Will get with the Clerk or Treasurer on how the payments will be sent in.

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)**

[10:22:27 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 10:43

[10:45:55 AM](#) Motion by Commissioner Martinez to adjourn at 10:46. Second by Commissioner Hancock. All in favor – aye. Motion passed.

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date