

**JEFFERSON COUNTY COMMISSIONER MEETING MINUTES
TUESDAY, MAY 29, 2018**

Meeting called to order at 9:00. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Treasurer Kristine Lund, Probation Tammy Adkins, Assessor Cody Taylor, Extension Office Lorie Dye, Park & Recreation Mickey Eames, Emergency Management/HR Rebecca Squires, Assessor Cody Taylor, Planning & Zoning Kevin Hathaway, Public Works Dave Walrath, IT Garn Herrick, Sheriff Steve Anderson, Deputy Prosecutor Weston Davis, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Hancock. Prayer offered by Lorie Dye.

COMMISSIONERS – ELECTED OFFICIALS – DEPARTMENT HEADS

• **STAFF MEETING**

[9:01:18 AM](#) Commissioner Martinez does not have anything.

[9:01:19 AM](#) Clerk Colleen Poole said they have noticed on the agenda they are adding action items for items that need a motion. Ask that when they put items on to tell them if what they are bringing before the board will require a motion. This will be effective July 1 but are implementing this now. Also they would like each department to designate an individual to accept public record requests. Would suggest they have all requests in writing. Dave asked how specific these should be. Weston said a lot of people are confused thinks the freedom of information is something counties need to comply with. This is a federal law. The county has to produce records. Get questions such as how many miles of road are in the county and who worked on this and at what time. These are questions. If they want records for how much oil was used they can provide the budgeted amount of oil. Can answer questions but they are obligated to produce records for these requests. Can give out a copy of the budget but not create a custom list for individuals. Can contact him with any questions they have on these. There are eighty-five exemptions where they do not have to produce records. Such as a police investigation that could compromise the investigation or could be used to intimidate a witnesses or building and security plans. The legislature has made it where they do not have to give these items out. Not required to have a written request they can orally request this but would recommend getting this in writing so they know they have answered timely within three days. Colleen said a lot of times she receives these for another department asks that they please let her know they responded.

[9:10:03 AM](#) IT Garn Herrick said it is the day after a three day weekend something always breaks. Has not found any issues yet.

[9:10:15 AM](#) Planning & Zoning Kevin Hathaway introduces two new employees have ReyGina and Tyson. Tyson will be the Compliance Officer and ReyGina is the Administrative Assistant.

[9:11:02 AM](#) Park & Recreation Mickey Eames said they have been working really hard getting things up and going. Have a flag up on the island now will be getting the lights this week so they do not have to take this up and down. Pads are all but done. Had a full campground this weekend. It is going good with the beginning of the season. Will have the big firework celebration on June 30 and will be trying to get other activities going as well. Have some great help. Tadd Jenkins is matching the funds budgeted for fireworks so they will have \$20,000 worth of fireworks. Sheriff Anderson asked if they will need security on June 30. Appreciates her for the reimbursement last year it helped a lot in paying his deputies. Mickey said she would like them to handle it again and will do the same reimbursement as last year. They are trying to get a few more activities this year.

[9:14:05 AM](#) Assessor Cody Taylor also has a new employee her name is Melanie who will be replacing Kaye whose last day is Friday. Will have some refreshments in the office. Also have Debbie who is also retiring in July so will be hiring again. Will be getting ready to send evaluation notices. After these are mailed the office is always a buzz. Have a great market so values are up.

[9:15:44 AM](#) Extension Office Lorie Dye said there are three aspects of education. They are University of Idaho employees and they are cooperative agency with the county. Joseph handles ag and has a research component. She had health and nutrition and a research component. Writing lessons for a book on foods for Alzheimer's. Have youth with their 4-H programs, ag and food services. Hopefully all of the information they give out is research based. Excited about the new annex and having office space.

[9:18:07 AM](#) Treasurer Kristine Lund last week Mike Miller brought in a group of kids in. Will be nice when they have an annex so they can go through all of the departments. Have a reminder slip going out in the assessment notices to pay the second half of taxes.

[9:19:13 AM](#) Emergency Management/HR Rebecca Squires said in case they did not know have been under an emergency declaration. The Corps have gone home. Takes a lot of cooperation. The levee repairs are complete. The damaged portion is not up to design standards but is up to the point that they have a levee there that is not washing away. Expecting high water for the next few weeks. Colleen asked when this recedes will they work on this. Rebecca said the Corps will be coming out later in the summer and will include this site. The general contractor will not be local but they sub out to local contractors. Had Jefferson County not come in and done all the approaches it would have taken a lot longer. The levee will not flood at this point. Have monitoring stakes out there. As long as the flood district is maintaining this the Corps will help but is not a certified levee at this point.

[9:23:24 AM](#) Sheriff Steve Anderson took off last week had eight days and had 127 emails this morning. If they could put some information up about the water and the dangers. Have a huge leak in the jail. Might be the same place that leaks every time they have a heavy rain. Has not checked this yet. In the rec center and observation cells. Not sure Bryan has been made aware of this yet.

[9:25:18 AM](#) Rebecca forgot to give kudos to the Sheriff's office with this disaster.

[9:25:35 AM](#) Probation Tammy Adkins does not have anything.

[9:25:51 AM](#) Public Works Dave Walrath trying to pave in between rain storms. Back on 3500 E today hopefully the rain does not shut them down. HK contractors will be starting a project next week so they will not be selling hot mix. After they are done with this they will move over to the lake road.

[9:27:58 AM](#) Planning & Zoning Kevin Hathaway glad to have the new hires. Trying to find places for them. Permits are active. Between fifteen to twenty percent over last year. Not sure how the gas prices will affect this. So far has not slowed them down. Have some subdivisions in early stages.

[9:29:48 AM](#) Deputy Prosecutor Weston Davis said that Paul did not notify him of anything that needed to be brought up.

[9:30:05 AM](#) Commissioner Hancock said a couple things the new building the face is completed as you can see. Can now see what this will look like. Figure two more weeks on the block and then it should be done. Putting the beams into the second floor. Did ask for a two day extension for rain but they are ahead of schedule. Cannot work in rain or lightning. Provides an estimate for next month to Kristine. Wants to caution their employees have had people comment on Facebook. Have county employees posting things that the county is doing. Received some comments that these have been posted during business hours. Want to make sure as employees and department heads are cautious. Lorie said they are careful but they advertise events. Kristine said the truth is they do not want the correct information out there. Some of them have a hard time letting this go by. Mickey said she puts Park & Recreation stuff out there all the time. Commissioner Hancock said they just don't want to post anything political.

[9:34:29 AM](#) Rebecca said the important thing is to stay in their lane. If this is a road issue she should not talk about this. Just try and stay in their lanes. Department heads should be the ones releasing information not employees. Cannot have employees stating things will be done and obligating the county.

[9:35:19 AM](#) Chairman Farnsworth is excited for the new building it will be a much needed addition. Sheriff Anderson asked if there is any damage going with all of the heavy equipment going. May be something they will need to assess.

- **EXECUTIVE SESSION 74-206 (B) – PERSONNEL – EVALUATIONS**

[9:38:09 AM](#) **Motion by Commissioner Martinez to go into executive session 74-206 (B) – Personnel – Evaluations. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

Open session 10:00

- **APPROVAL OF DEPARTMENT HEAD EVALUATIONS – (ACTION ITEM)**

[10:02:18 AM](#) Chairman Farnsworth had Colleen put these evaluations into their personnel folders. Will finish the last three next Monday.

LARRY CLARK

- **VOTING**

[10:02:27 AM](#) Larry Clark said he has had some issues voting. Went to go vote at the Clark Church. Gave his driver's license and got his ballot. Sat down and opened this up and it was already voted on. They asked him if he had voted on it and he had not. Also another year he had a zip code change that was entered wrong so he was not able to vote in that instance. Colleen said with the mail in request they could not read this so they believe this was inputted wrong. Spoke with the precinct and the ballot that was pre-marked was spoiled he was given a new ballot and he was able to vote. Chairman Farnsworth is not sure what they can do now. Appreciates his service for the country. Will do trainings to make sure this does not happen again.

[10:05:44 AM](#) Commissioner Hancock said they understand there are mishaps but they all want everyone to have the opportunity to vote. If there is a problem with a ballot they will spoil this and issue another ballot. The other issue sounds like a mistake inputting the information. Does not believe this was intentional. Larry said his writing is not the best. Gave three years of his life for the privilege to vote. Chairman Farnsworth thanks him for coming in and hopes they do not have any other issues in the future.

[10:07:26 AM](#) Commissioner Martinez asked how many ballots are spoiled and who handles these. Colleen said they spoke with the precincts. If anyone makes a mistake they spoil these and these can be accounted for. Weston asked if they spoke with the precinct and was it their contention that this was not pre-marked. Colleen said it was.

JEFFERSON COUNTY FAIR – CARL ANDERSON

- **UPDATE ON ACCOMPLISHED PROJECTS**

[10:09:21 AM](#) Carl provides pictures of the bathroom and sidewalk remodels at the Rigby Fairgrounds. The sidewalk was done by the Eagle Scout Gabe Gilmore. Commissioner Hancock said it looks like they did a good job.

- **ELECTRICAL UPGRADE – (ACTION ITEM)**

[10:10:50 AM](#) Carl would like to propose the FFA has gotten together with Modern Plumbing and Rocky Mountain Power. Want to increase the power. Has 200 amps will double this to 400 amps. Takes a lot of work from Rocky Mountain Power. Last year estimated this would be \$10,000 this year said they estimated they could do this for \$4,500. Will bring in more amps and outlets. Commissioner Hancock asked if they have the budget. Carl said they would not hesitate if they offer more money. Commissioner Hancock said they have several facilities they are providing power to. Carl said Rocky Mountain has offered their time for this project.

[10:12:59 AM](#) **Motion by Commissioner Hancock to approve the electrical upgrade for the Rigby Fairgrounds for \$4,500. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

PUBLIC WORKS – DAVE WALRATH

- **UPDATE**

[10:13:55 AM](#) Dave said as he mentioned earlier the weather has been a challenge on getting the overlay done in the last week. Hoping to get 3500 finished this week will depend on the weather. Did haul chips one day last week another 700 yards. Have another day or two for that. After school is out planning on working on 3800. Have had good response from public with moving things back. Had a patron dumping grass clippings and

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have moved this and smoothed this out. Later in the summer planning to put out a bridge deck sealing. Hoping to get three bridge decks sealed this year. This would be Heise, Great Feeder and South Twin Bridge. Then do the same thing the next year. Chairman Farnsworth asked if this is what the state does. Dave said they come in with a shop blaster and put epoxy and sand down. Starting to see issues with the Heise River Bridge.

[10:17:50 AM](#) Chairman Farnsworth said looking at the weather they may be hauling chips. Dave said they can do prep work on 4100 which is almost ready. Chairman Farnsworth asked why they did not widen these. Dave said it is costly. When they did 3500 they added an extension on the east.

[10:19:54 AM](#) Chairman Farnsworth mentioned that the FedEx had to pay a costly impact fee. May want to check with Planning & Zoning.

[10:20:18 AM](#) Commissioner Martinez said when they start working asphalt they have to wait for a certain temperature. Dave said this is fifty degrees and rising. Commissioner Martinez said this morning he saw a truck sitting behind the dollar store. Dave said they did not send the trucks down to the hot plant until after 8:30. Commissioner Martinez said they could bring in the guys an hour later. Dave is not sure they can change their schedules this is written in the policy. Commissioner Martinez said they could do this per season. Weston said they are reviewing the policy today. Does not believe the FSLA dictates hours of operations. This is more of a reliability of schedule issue of never being sure of when they are coming into work. Dave said they may be working longer hours. Will be getting kicked out so HK can do their own project. Did speak with Depatco and will be able to get hot mix for the same price. Chairman Farnsworth asked about the roller. Dave said this is not as good as he thought. Hesitant to run the release agent because he fears it will degrade the hot mix. A little more of a pain but it does compact the mix. Chairman Farnsworth said this is a single drum with a wheel on back. Dave said he hopped this could be used for both. Chairman Farnsworth said they need to figure this out before they buy this. Dave said he may have oversold on this.

- **PROFESSIONAL ENGINEER STAMP**

[10:28:04 AM](#) Dave asked if this should be an executive session item. Weston does not know that it needs to be. This pertains to Dave and what he is licensed to do. Does not see anything that would be a performance evaluation. This is a question on what he can and can't stamp. Not necessarily from an evaluation standpoint. Could be if this was under pending litigation on a road. If he is aware of any this would fall under executive session. Was not sure if the hiring process was done during executive session.

[10:30:04 AM](#) Chairman Farnsworth said the reason he cannot stamp the landfill is because then he would be stamping his own project. Can he stamp LHTAC jobs? Dave knows they usually use consultants. Not aware of any other municipalities that are able to do this. LHTAC projects the county is only responsible a percentage of the project. These are federal aid for the most part. Chairman Farnsworth said for budget they need to put an engineering line in for Solid Waste. May need to put some more money back in. Dave said for these projects they do the county pays the bills as they come in then it is sent to ITD and they reimburse the county.

[10:33:24 AM](#) Chairman Farnsworth said they all hoped he could stamp the landfill. Dave said this is simple they dug holes and send this in for a wilting test. Have to have vegetation and seeding test done. Believes cell two will be similar because they have enough cover on this.

[10:34:22 AM](#) Weston said looked at the statute regarding evaluation or discipline of an employee could be in executive but as future planning does not believe this discussion would be executive session.

[10:36:12 AM](#) Dave has brought some examples of items he has stamped. Obviously plan sheets not sure they will be doing a lot of this besides LHTAC projects. Will mostly be building and improving so they do not need to bid these out. Printed off the ADAPA rules for professional engineers and land surveyors. Goes through what gets stamped and sealed. Section 6 the licensee should affix his signature and seal only to plans and documents prepared under his charge. This can be plans, calculations and can include specifications. Chairman Farnsworth said he chooses the calculation and grade of chips. Will need to add money on the landfill engineering line.

[10:37:57 AM](#) Dave said a hydraulic study is being done west of Roberts this is from the FEMA stuff.

- **UPDATE ALL MEMORANDUM OF UNDERSTANDINGS– (ACTION ITEM)**

[10:38:22 AM](#) Dave said that he dropped off copies to Colleen. Chairman Farnsworth said this says action item. Weston said they are working through these they cannot take action if this is there.

- **PUBLIC WORKS POLICY– (ACTION ITEM)**

[10:39:42 AM](#) Commissioner Hancock said under Solid Waste they will be putting a mechanic who will they report too. Dave said this would be the Solid Waste supervisor. Dave said there will be a new position they will need to add in. Commissioner Hancock just wants this to be accurate since he is planning on this.

[10:43:09 AM](#) Commissioners review. Commissioner Martinez brings up who greases these trucks. Dave said drivers are responsible for this. If they need training they can go to the shop supervisor. Rebecca asked if there is a checklist that is not necessarily policy. Dave said they do have this. Continue to review.

[10:53:52 AM](#) Dave said on clothing and dress code says that shirts are required to be worn at all times. Would like to have the protective vests may be required. Feels that during the day reflective vests are not as helpful as at night or in a storm. Weston said this is a safety vest that is also orange to stand out. Dave said they require orange or green clothing. Weston asked if they have safety vests that are not reflective. Dave said no they have t-shirts or sweatshirts that are orange and green. Rebecca said they could add at night or high visible clothing. Weston said they can add the word or and then if they have a night requirement they can add that for the vests. Commissioner Martinez said this needs to be in accordance with OSHA. Go over changes. Dave said winter coats are reflective too.

[11:02:47 AM](#) Rebecca said 7.5.2 B would read shirts will be required at all time. A reflective safety shirt, vest, or coat is required to be worn outside of vehicles during hazardous weather or poor lighting conditions. Weston asked if this addresses Dave's concerns. Dave said this does. Helps so they do not have to wear this when it is hot. Dave questions on the drug free workplace products. Medical marijuana is not allowed but is CBD oil included in this. This is something that is natural and gaining popularity. Rebecca said if she had used this she cannot use this as an excuse to be positive for a test. Weston said the issue with Spice came up. They said this is not a drug because it was not specifically outlined in the statutes. This language was added as a catch all. With this oil he mentions should they be looking at similar languages with driver's endangering

themselves. Dave is worried if they were using this it would be a fail on a test. Weston said this is saying just because this is legal in some states it is not allowed here if they test positive.

[11:15:52 AM](#) Dave said 8.1.2 with employees to be tested. Driving vehicles or operating equipment. Could take that from that sentence that this is everyone in the office. Chairman Farnsworth said driving vehicles or operating equipment is everyone. Dave said as of today they do not have everyone in the random draw. Weston said this may not be a bad idea. Dave said that is how this already reads. Weston said including but not limited to. Asked if they have someone that sits behind a desk all day. Dave said they have an office manager but she does drive a county vehicle daily to drop off paperwork to the county. Rebecca said that property appraisers and building inspectors also drive county vehicles. Weston said could leave this to say all employees in the department.

[11:22:27 AM](#) Rebecca said changes on page three to add mechanic to report to solid waste supervisor. On page ten under 7.5.2 B will add Shirts will be required to be worn at all times. A reflective safety shirt, vest, or coat is required to be worn outside of vehicles during hazardous weather or poor lighting conditions. Page eleven will refer to "the" instead of a double "the". Page thirteen 8.1.2 second bullet will strike who are safety sensitive positions will read all employees of the department. Commissioners do not have any others amendments.

[11:24:19 AM](#) **Motion by Commissioner Hancock to approve the Public Works Policy with the noticed amendments. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[11:25:11 AM](#) Dave asked about a timeline on signatures. Weston thinks fourteen days should be plenty of time. Chairman Farnsworth said to give them all a copy to read through.

SOCIAL SERVICES – JACKIE MAUPIN

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

[11:25:53 AM](#) **Motion by Commissioner Martinez 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.**

- **APPROVAL OR DENIAL OF INDIGENCY APPLICATION – (ACTION ITEM)**

Open session 11:31

[11:33:42 AM](#) Recess until 1:00

Open session 1:00

PLANNING & ZONING – KEVIN HATHAWAY

- **PLAT AMENDMENT – CLEARVIEW ESTATES – (ACTION ITEM)**

[1:01:33 PM](#) Kevin has Mr. Batt come up. This is to ratify the decision from Planning & Zoning Commission. This is Clearview Estates Division #1 which is R5 zone. This is over twenty-five acres. Surrounding zone is R1, R5 or Ag10. This is to limit the amount of lots. The current platted roads will have to be vacated and the new lots will have access to different roads. Originally platted in 2001. Not in a flood plain or area of impact. Had been asked how they would water the additional acreage with restriction of half acre on a well. Mr. Batt confirms this will be different water from a ditch. Limit the crowding. Reduce the density from twenty-two single family homes to five single family homes. Public Health has reviewed this and they approved this saying it would not constitute a problem. Any time they lower the density they like this a lot.

[1:05:39 PM](#) Commissioner Hancock said this is on 200 and Lewisville Highway. Mr. Batt said they had a few subdivisions go out there and he drives this a lot. Kevin said this corrects this had been platted as R1 zone but it has been changed to an R5 zone.

[1:06:42 PM](#) **Motion by Commissioner Hancock to approve the plat amendment for Clearview Estates and vacate existing roads that are part of the original subdivision plat. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[1:07:40 PM](#) Mr. Batt asked if they needed an ordinance number to vacate the roads. Chairman Farnsworth said this will be in the minutes to vacate the road.

IT – GARN HERRICK

- **NETWORK SWITCH REPLACEMENT – (ACTION ITEM)**

[1:09:11 PM](#) Garn said he needs to spend some money for a new network switch. There will be three of them. Currently running something that is twelve years old. Cannot update this anymore. Looking for permission to get three of these there will be two more for the new annex building when it is complete. This is in his budget for replacement this year. Have the three vendors and CSW was the lowest.

[1:10:49 PM](#) **Motion by Commissioner to approve the IT department to purchase three network replacement switches for \$9,090. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **ANNEX LOW VOLTAGE WIRING PROPOSALS– (ACTION ITEM)**

[1:11:21 PM](#) Garn presented the wiring for two other companies. Have Twisted Technologies, BPS and another out of Boise that is not interested in this because it was too small of a job. Twisted is the low on one and not the other part. Would prefer to use Twisted for the whole job will keep the quality up. BPS is getting funding when they move the phones. Commissioner Hancock said this is about a \$2,000 difference. Garn thinks that BPS may have cost shifted some of this to be lower. Commissioner Hancock said a concern is going to a higher bidder. Commissioner Martinez said when Twisted Technologies came in last month he had mentioned he would take Garn's recommendation. With his knowledge and

expertise. Chairman Farnsworth thinks the reason for multiple bids is to make sure they are in the ballpark. It is a little more money but would prefer to return to them.

[1:14:55 PM](#) Commissioner Hancock agrees his only concern is looking at fairness because BPS has given the best price. Garn is concerned with some of their prices he feels they have come in under on some of these items. When looking at this they are \$2,000 cheaper. Commissioner Hancock said he feels they have to go to the lowest one unless he can demonstrate a reason why. This is his concern if they bid a lesser quality product then they can say this is due to quality or engineering.

[1:17:26 PM](#) Commissioner Martinez does not know either of the guys but he would prefer to take Garn's recommendation. Chairman Farnsworth said it they used one for each pieces. Commissioner Hancock said they could go back out for a best and final quote and have this be one single project. Garn said he can go and put this into one project and see what else they bid. Commissioner Martinez said sometimes the lowest bid is not the best bid. Garn gave them identical part lists.

[1:21:32 PM](#) **Motion by Commissioner Martinez to accept Twisted Technologies bid to wire the new annex building. Dies for lack of a second.** Chairman Farnsworth said to get a rebid. Commissioner Hancock said they may require a warranty.

- **RESOLUTION #2018-19 - DISPOSITION OF DEPLETED PROPERTY – (ACTION ITEM)**

[1:22:49 PM](#) Garn is cleaning out the IT room this is all equipment that no longer works. This is PCs and dead monitors. The monitors have the fluorescent tubes burned out. Chairman Farnsworth said anything from the Sheriff's Office is used 24/7. Garn said most of this does not work at all. If they were working he would try and sell them.

[1:24:43 PM](#) Chairman Farnsworth reads resolution #2018-19 "At a meeting of the Board of Jefferson County Commissioners, State of Idaho, on the 29th day of May, 2018, the following was adopted to wit: Whereas, the below listed property owned by Jefferson County is no longer in working condition; Be it therefore resolved that the Board of Jefferson County Commissioners hereby authorizes the destruction of the below listed property in accordance with County policy. Various monitors and PCs see attached list."

[1:25:09 PM](#) **Motion by Commissioner Martinez to approve resolution #2018-19 for disposition of depleted property. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

CLERK – COLLEEN POOLE – IT – GARN HERRICK

- **COPIER PURCHASE – (ACTION ITEM)**

[1:25:31 PM](#) Colleen said they have three bids for a new copy machine for the Clerk's Office. The one in there had been purchased in 2012. This just came back from the "hospital" after a month trying to fix some problems. Will move the old one where Elections is for backup. Would take the proceeds out of the Capital Account and part out of Elections. Preference would be Allied Business Systems and this is the lowest bid. This is a Toshiba which they are familiar with. Have a relationship with Allied they have been great to work with. Commissioner Hancock asked if this has a maintenance cost. Garn said this is one year renewable and it is for toners. All departments pay a maintenance cost. Colleen said this is the same page per minute but has color, three hole punch option and a fax option.

[1:29:14 PM](#) Commissioner Hancock said the maintenance cost is about \$86 a month. Garn said that this is the same for Assessor's Office. Cody and Kevin both have a 350 this is a 450.

[1:30:17 PM](#) **Motion by Commissioner Hancock to approve the Toshiba e4505AC copier purchase from Allied Business Systems for \$8,282.34 for the Clerk's Office. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

TREASURER – KRISTINE LUND

- **CREDIT CARD AUTHORIZATION – NOXIOUS WEEDS & INVASIVE SPECIES – (ACTION ITEM)**

[1:31:28 PM](#) Kristine has come before the board to get authorization to give a new card for the Noxious Weeds & Invasive Species Department. Mitch is out of the office a lot. They are offsite so it is not convenient to use a card she has available. Took the thought back and visited with Cindy Sellers. With the new system can request new card easily. Believes this needs their authorization. Commissioner Hancock asked if this would be a \$1,000 limit. Kristine said it will depend how they want to use this will keep it at the \$1,000 but may raise this depending on purchases. Felt an additional card for the department would be utilized by them.

[1:33:58 PM](#) **Motion by Commissioner Hancock to authorize Treasurer Kristine Lund to issue a credit card issued for the Noxious Weeds & Invasive Species Department. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[1:35:00 PM](#) Recess until 2:00

Open session 2:00

PARK & RECREATION – MICKEY EAMES

- **VENDOR PROPOSAL – E-Z SQUEEZIE LEMONADE – (ACTION ITEM)**

[2:01:03 PM](#) Mickey has a vendor for the lake. Wants to do lemonade, hot dogs, tanning oil and sunscreen. Would say they can take this vendor. Really cute it looks like a lemon. Commissioner Hancock asked if anyone else does this. Mickey said the individual had this but switched drinks to Italian sodas. Going to change hers up some. Commissioner Hancock said this is the same contract. Mickey said this is the same contract just different vendor. The fee will be \$250.

[2:04:50 PM](#) **Motion by Commissioner Martinez to approve the vendor proposal and contract between Jefferson County Lake and E-Z Squeeze Lemonade. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **MAINTENANCE CONTRACT – ARBOR TECH – (ACTION ITEM)**

[2:06:13 PM](#) Mickey said they have the maintenance contract. This will be up \$4,300 from \$4,000. To rent the backhoe this is \$300 so they are not back and forth. This will be written into the contract. The rental of the backhoe is not working out well. Commissioner Hancock said they have a backhoe out there. Chairman Farnsworth is trying to understand the contract is \$4,000 and she wants to add money to cover using our backhoe. Commissioner Hancock said they could amend the contract to allow them to use the lake's equipment. Mickey said she gets a bill. Commissioner Hancock said the contract can be amended to add that they can use all of their equipment and keep this at \$4,000. Mickey asked if the contract needs to be reworded. Commissioner Hancock said this would be an amendment to the contract.

[2:09:47 PM](#) Chairman Farnsworth said to let Weston make an amendment to this.

[2:11:42 PM](#) Mickey brings up an amendment to change the fireworks with Lantis. Needs to have a signature on this to go from the \$10,000 to \$20,000. Lists them as well as Tadd Jenkins in the insurance.

[2:12:20 PM](#) **Motion by Chairman Farnsworth to amend the agenda to look at the firework contract due to time restraints. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:12:49 PM](#) Mickey provides the contract. Can only get six inches due to Highway 20. Chairman Farnsworth said this changes this from \$10,000 to \$20,000 worth of fireworks. Commissioner Hancock said there has not been any other changes. Mickey said there was not.

[2:13:53 PM](#) **Motion by Commissioner Martinez to accept the contract with Lantis Fireworks for \$20,000 for Jefferson County Lake. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

EMERGENCY MANAGEMENT – REBECCA SQUIRES

- **LEVEE UPDATE**

[2:16:52 PM](#) Rebecca said if she does not hear from the flood district today may go see how this is holding up. Some discussion on the contractor working to replenish some of their rock. Will see where this goes before they approach ITD. The possibility still exists they may need to help get this rock available. Chairman Farnsworth asked when they were coming to finish up. The picture he saw looked really good. Rebecca said emergency work is to stop the damage but does not necessarily make this look good. The rehab work comes from a different pot of money. This is more stringent but will bring this to engineer design standards later this summer.

[2:19:28 PM](#) Other location downstream from the boat ramp will be rehabbed as well. Shows a worksheet that they are supposed to keep track of three sites. The dots on the sheet are stakes they measure to the stakes to see how much they are losing. Change flow rates and the rivers change. Palisades is at seventy-two percent full today. Capacity is 1.2 million acre feet. Still two million acre feet up in the hills of Palisade's drainage. Have to empty this and fill it again. Chairman Farnsworth said he wouldn't think there was that much snow up there. Rebecca said they are at 109 percent snow water equivalent. Forecasts look like they have peaked. Commissioner Hancock said there is not any flooding anywhere. Rebecca said it is soggy with all of the rain. Is facilitating ongoing communication with the flood district and Army Corps of Engineers.

- **EMERGENCY DECLARATION DECISION – (ACTION ITEM)**

[2:24:23 PM](#) Rebecca said they are still under an emergency declaration. Her recommendation since they are back to normal now they would need to close this emergency declaration. This will put them back to normal footing.

[2:25:58 PM](#) **Motion by Commissioner Hancock to close their current emergency declaration with the levee. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[2:28:52 PM](#) Commissioner Martinez asked how many times the county has had to step in to help flood control. Chairman Farnsworth wonders if the 1997 flood created all the damage. Rebecca said the flood district has to do the minimum. If they redistricted these it would not be good for Jefferson County.

COMMISSIONERS

- **NEW BUILDING UPDATE**

[2:30:26 PM](#) Commissioner Hancock said that Omni wants \$28,000 to hook everything in for security and cameras. Emailed back saying they needed a breakdown of these costs. Decided it was best to go with Omni as a single source because they can tie into what is currently in use in this building. Chairman Farnsworth said there is no way they can accept this. Commissioner Hancock said this shows what they initially priced this at. Need two more weeks of good weather for the blocks. Will then get the second floor on and the roof. Chairman Farnsworth saw the basement and have done everything they can do down there. The weather is not conducive for block laying.

- **APPROVE CLAIMS – (ACTION ITEM)**

[2:34:05 PM](#) Colleen brings up that they did not budget much for Arbor Tech with right-of-way maintenance. Asked what they want to do with this if they want the line to go over or take this from a different line. Commissioners want her to keep her eye on this. Commissioner Hancock said they want to know how much they are going to spend so they can budget more accordingly. Chairman Farnsworth said they need to keep this limited to the emergency items for now until they can budget more for this.

[2:37:12 PM](#) Commissioners review claims.

[2:58:38 PM](#) Motion by Commissioner Martinez to approve claims from 5/14/2018 to 5/25/2018 for \$453,467.39. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **SIGN CERTIFICATES OF RESIDENCY – (ACTION ITEM)**

[2:59:21 PM](#) Motion by Commissioner Hancock to approve certificates of residency for the College of Western Idaho for Nancy Cardenas, Justin Johnson, Kaiden Lynes, Hunter Outhenthapanya, Freddie Sheppard and Emily Whiting. Will deny certificate for Rylee Wheeler due to lack of residency. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

- **APPROVE COMMISSIONER MEETING MINUTES – (ACTION ITEM)**

[3:01:04 PM](#) Motion by Commissioner Hancock to approve commissioner meeting minutes from May 14, 2018 with noted changes. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

PLANNING & ZONING – KEVIN HATHAWAY

- **DISCUSS AMENDING PLANNING & ZONING PROCESS**

[3:06:29 PM](#) Kevin said the ordinances are a little bit cumbersome. Have to have one public hearing. It is a little bit complicated compared to other counties. Trying to be more responsive with the number of permits and hearings they are scheduling. Had five last month. Working with Weston to streamline this process.

[3:08:30 PM](#) Weston said when they are talking about amending this process may want to discuss the process. Trying to remember the ordinance but when something is passed by the Planning & Zoning it has a written decision. Kevin said now the Commission can be a final decision on anything but plat, amendment, zoning and comprehensive plan. Things such as conditional use permit and variances can be decided by the Planning & Zoning Commission. Sometimes he feels they should be more aware of these situations. There is nothing the Commission does that the Commissioners cannot override if they feel the need. Thinks there have been things that could have been appealed that were not.

[3:10:53 PM](#) Chairman Farnsworth said if Planning & Zoning Commission grants a conditional use permit the neighbors could appeal that decision. If there is one granted and no one that is neutral or in opposition it does not come to this board. Kevin is trying to get a feel if they are comfortable with that or do they want more oversight. Could be a formal opinion. Could do a report stating what is done each month. Want them to have an understanding of what they are doing.

[3:12:16 PM](#) Chairman Farnsworth said the Planning & Zoning Commission is an advisory board only. Weston said they are an advisory board that has authority over what they have been given. This is typical to allow them to make some decisions. Would they like to have a Planning & Zoning update kind of like they do with Road & Bridge? A lot of what is presented wouldn't be that interesting. Example is approvals that do not need to come before them could say they have done the following. Would they like to have more of an open discussion or if they need to change the process and the ordinance. Do they want some level of updating from Planning & Zoning? There are certain things that have to be done by this board that cannot be done by the Planning & Zoning board. Rezoning has to come before this board. If it is approved since they have been given a hearing and then fast track this and put this in front of them stating this has been approved. Need to make sure that people that were opposed would need to have their right to appeal this as well. Would have to let this run even if everyone wants to fast track this. Chairman Farnsworth said on the basic simple where there is no contest maybe something like that. Does not want it to seem that when Planning & Zoning makes a decision it is final. Kevin said the time starts with the written decision. Would need thirty days for the written decision to be approved and then would have ten days after that. Weston said waiting for the Planning & Zoning board to approve the written decision.

[3:16:26 PM](#) Kevin said they could make an administrative written decision based on what the Commission finds. That would allow it to start sooner than thirty days. Would propose they have an amendment to an ordinance that he could sign the written decision. Kevin said this is something they have done in the past. Weston said they need to propose a change to an ordinance and bring back in. Kevin said this would not be his decision he would be memorializing the decision. Will work to modify this process. Thing is difficult there is a long turnaround time. The hearings today started in February and March. Trying to speed this up a little. There will be some that are lengthy. Several of these could be dealt with faster.

- **COMMISSION BOARD MEMBERS – (ACTION ITEM)**

[3:20:04 PM](#) Kevin provides a list of three Planning & Zoning board members that need to be replaced. Commissioner Hancock said this is what they think is best for the county. Kevin said typically most do two three year terms. Not sure they want to scare off people on the Commission. Could have the possibility of a reappointment. Commissioner Hancock said the chairman needs to be seasoned. The experience is gained with time.

[3:22:13 PM](#) Chairman Farnsworth said there may be members of the public that may want to serve on this Commission. Kevin said wanted to see what their thoughts are if they should operate under state ordinance or do they want a county ordinance. Commissioner Hancock said they could make it stricter but thinks that the states is fine. Weston said that they can exceed the limits by doing a reappointment. Chairman Farnsworth said if they do not find anyone that wants to serve on the board then they would need to reappoint them. Kevin said they need three no more than twelve. Chairman Farnsworth said they could see if anyone would be interested in serving.

[3:25:44 PM](#) Kevin thinks they should rotate these more often so they do not burn out. Becomes less dependable. The other problem is they are there too long. Colleen said the flip side is they are knowledgeable. Kevin said they had three new up in Fremont had one volunteer to stay to help train these individuals. This gives them latitude to do this. Chairman Farnsworth asked how they find people. Kevin said they usually put this in the paper or word of mouth. There are a lot of people with the interest but do not understand the process. Chairman Farnsworth said to put this out. If they do not find anyone they need to make some reappointments. Commissioner Hancock said that Byran Evans and Susan Wood their appointments are expired. Weston said the benefit to an ordinance is they would be able to state they can put them in for three and reappoint for three. This provides direction so in forty years when no one here is still working for the county it will help the next person.

[3:34:06 PM](#) Chairman Farnsworth said if they put them in for three years need to see if they are enjoying this. Kevin said it would be helpful. Commissioner Martinez is open to have Weston and Kevin get together on this. Kevin said they could do off setting years so not everyone expires at the same time.

DEPUTY PROSECUTOR – WESTON DAVIS

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

[3:38:46 PM](#) Motion by Commissioner Hancock to go into executive session 74-206 (F) - Legal. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.

Open session 3:51

[3:51:53 PM](#) Motion by Commissioner Hancock to adjourn at 3:52. Second by Commissioner Martinez. All in favor – aye. Motion passed.

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date