

**JEFFERSON COUNTY COMMISSIONER MINUTES
AUGUST 6, 2018**

Meeting called to order at 9:02. Those present are Commissioner Hancock, Commissioner Martinez, Chairman Farnsworth, Deputy Prosecutor Weston Davis, Sheriff Steve Anderson, Probation Tammy Adkins, Clerk Colleen Poole; Audrey Moon is clerk of the board. Pledge of Allegiance led by Commissioner Hancock. Prayer offered by Weston Davis.

PROBATION – TAMMY ADKINS

• **QUARTERLY REPORT**

[9:03:26 AM](#) Tammy provides the quarterly report. (Exhibit A) Have not had a lot of changes. Nothing jumped out different than the last quarter. Did lose an employee do not want to train them on the old system so they are trying to hold off until they go live with Odyssey. Shows they hit their benchmarks for the quarter. For Juveniles they had four percent of youth recidivate. More than sixty-five percent of youth will complete probation successfully. Less than twenty-five percent of youth will be revoked or released as unsatisfactory. Only had three percent of youth removed from community supervision. Had twenty percent of youth charged that were diverted to formal probation. In adult benchmarks they had one percent of adults that recidivate. Had seventy-nine percent of adults complete probation successfully. Only had three percent of adults revoked for technical violations. For pre-trial services they had eighty-five percent of defendant's complete pre-trial services successfully. Had one hundred percent of defendants that make all required court appearances and had one hundred percent that did not commit new crimes throughout their pre-trial services.

[9:07:01 AM](#) Commissioner Hancock asked how the outcome compares to other quarters. Tammy said they are close had not been hitting the benchmark for the twenty-five percent will recidivate or the sixty-five percent of adults will complete. These help them to see if their program is effective. Commissioner Hancock asked how they are doing compared to other counties. Tammy cannot answer this because she is the only one that does these statistic numbers. This was as a result of the RFK process. This is not to point fingers or show wrong. Helps to see where they can improve and do better. Feels this is important they are the only ones that participated in the RFK process.

[9:09:11 AM](#) Tammy said wanted to inform them that the Idaho Department of Juvenile Corrections will sponsor a bill for a rule of 80 for the Misdemeanor Probation Officers and Juvenile Probation Officers. Hoping to get Idaho Association of Counties as a partnership. May be hearing this again. Working with each department in adults and juveniles to get the numbers together so they will know the increase for PERSI. Regathering numbers again. Provided the salaries there will be a small increase if it goes through to the county. Trying to sponsor this through a bill. Commissioner Hancock asked if they would combine this with the dispatchers. Chairman Farnsworth asked how it came out for the dispatchers. Sheriff Anderson said that the dispatchers did not pass. Tammy is not sure how they will proceed just passing along the information.

[9:12:15 AM](#) Commissioner Hancock said they may need some information from her on a few of the annex building doors. Tammy said she will be around.

SHERIFF – STEVE ANDERSON

• **REVISION OF IDAHO DEPARTMENT OF CORRECTIONS (IDOC) CONTRACT – (ACTION ITEM)**

[9:12:34 AM](#) Chairman Farnsworth said this is \$55 for the first five days. Sheriff Anderson said they had to rewrite this to have this be \$55 for the first five days and \$75 after the sixth day. Weston reviews has three things. The way this is written this only applies to females. Understands this agreement could go to males as well. Second thing they mentioned the rate of \$55 for the first seven days. Sheriff Anderson apologizes it must be \$55 for the first seven days. Weston said from a funding standpoint if this terminates what they do with the inmates. Termination date is thirty days after so they may have IDOC inmates sitting in jail for thirty days without pay. Do not have any other changes.

[9:15:51 AM](#) Chairman Farnsworth said they should pay up. Instead of \$75 straight through they get \$55 for seven days and after that it goes to \$75. Are paying for forty beds. Does not particularly worry about them running out of money for this contract.

[9:17:26 AM](#) **Motion by Commissioner Hancock to approve the revision of the contract between Jefferson County and the Idaho Department of Corrections. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

PUBLIC WORKS – DAVE WALRATH

• **UPDATE**

[9:19:33 AM](#) Commissioner Hancock asked if they had gotten the email from Dave. He will not be in attendance today. Chairman Farnsworth said they can still go over a few things. Wanted to say that on 4000 and the Railroad tracks they did not force them to do this on Saturday and Sunday. This was Dave's election to run Saturday and Sunday since the trains do not run. It was being said that it was the commissioners who were forcing them to do this. They made suggestion to work longer hours but did not make it mandatory. Have 3500 and now have 3800 done. Commissioner Hancock said that they have done eight miles. Chairman Farnsworth said that 4000 is a great fix. The state is reimbursing for all of that work.

[9:22:24 AM](#) Chairman Farnsworth heard they will be chip sealing tomorrow and they do not have all of the overlays done. Jumping back and forth. Wanted 500 and 800 chipped first because they promised this. Saw that they were starting on the Archer Highway. Need to be re-directed on this. Want to know about the overlays. Commissioner Hancock said they had a long discussion last week on chip sealing feels they have more latitude with the overlay than the chip sealing. Need to maintain eighty degrees. Feels this period of time will help them maintain temperatures. Chairman Farnsworth asked on 500 which they are claiming is his road. Count the houses down both sides have complaints on how bad they are thrown around while driving. Commissioner Hancock said they went and drove the road and went and drove others that are in worse shape than

500. Need to discuss where they want to spend their resources. Commissioner Martinez thinks if that is the thought then they never should have done 3500. Commissioner Hancock said it's not they refuse to do this. Need to determine where they put their resources. If looking at the roads that are the busiest. Believes that 4000 is much busier. Chairman Farnsworth said that 4000 was never on the list and 500 was. Heard comments that they want to drag their feet so they do not have to do this. The talk that goes around comes back. Commissioner Hancock said he knows that Dave did not make it mandatory to work Sunday on 400. Chairman Farnsworth said the public needs to know that as well. Does not care if they start chip sealing now but they will be overlaying 500. Commissioner Hancock said that 500 was not initially on Dave's list. Chairman Farnsworth said that they changed some of what was on his list. Removed some and added this. Commissioner Hancock said they did a blade overlay to 4200. Chairman Farnsworth said from the golf course down it is not that bad.

[9:29:32 AM](#) Commissioner Hancock said they had discussed doing a BST instead of a full overlay. Like what they did on 500 and 800. Chairman Farnsworth said no way they saw how well this worked out last year on 500 and 800. Commissioner Hancock said Bonneville County did St. Leon Road with a BST. They went with a smaller rock. Chairman Farnsworth said there are two spots on 500 that need dug out these are hazardous. Between 4250 and 4300 will sink six to eight inches during the winter time. Going around the curve going from the South. Knows about that one. Could split the crew up and have them go fix this. Wants to see them start on this. Want them to chip seal on 500 and 800 first.

[9:31:01 AM](#) Chairman Farnsworth said he has been getting complaints about the stop signs on 3800 and 100. Commissioner Hancock has heard they like this. Chairman Farnsworth said the concern is the traffic on 3800 during school this will be busy enough and fast enough they will not be able to get onto this. One of the complaints was from a bus driver who said they will never be able to get on this road. Commissioner Hancock said they have the problem from Terrace Hills. Chairman Farnsworth said from Old Yellowstone Highway. Commissioner Hancock said the busses beat the majority of the traffic. Complaint was the lilac bushes right along the one side restricts the view for those coming on 100 going west they cannot see. Chairman Farnsworth said if that is a problem they may need to be cut down. Want to keep an eye on this when school starts.

[9:34:42 AM](#) Chairman Farnsworth said they had a call on the signs at the Great Feeder. Want to move out to the four way stop on the south side to warn the traffic coming in. Making it in too far because they are not paying attention. Commissioner Hancock said this would be in Bonneville County. Will have to get permission from them.

[9:35:52 AM](#) Chairman Farnsworth said the end of 500 they acquired a turnaround from the Nebekers. The Nebekers have put an end to this. Telfords have blocked off their area where the bus had turned around. Had been contacted by the bus driver because there is a special needs individual so they have requested to use his driveway to turn around. Wants to see if they can trade out area to have the turnaround at the end of the road. Weston said they cannot force anyone to give land to the government. Can ask that they voluntary do this. Would have to have been used for five years. Chairman Farnsworth said that the Telfords had offered at the end of the road. One party is willing. Weston said that the Telford's are willing not sure on the Nebekers. Cannot force a land swap. Chairman Farnsworth said they could take out the no trespassing signs at the Nebekers and make this the turnaround again since this had been used and maintained for fifteen years. Commissioner Hancock draws a diagram to show Weston the area.

[9:41:55 AM](#) Weston said that Road & Bridge would be the right department to approach them. Could then bring that into the commission to approve. It may make sense to do this but they cannot force them. Chairman Farnsworth said they will have to enforce the previous turnaround otherwise. Will talk to the tenant of the property.

[9:43:02 AM](#) Chairman Farnsworth said the last issue was on the roller rental what are they doing on this. They did not want to rent this. Commissioner Hancock said they are renting this. Have options. Chairman Farnsworth said they talked on this because they wanted to buy not rent. Commissioner Hancock said they are waiting if this works out when they are chip sealing then they would like to buy. Chairman Farnsworth said they have to spray the tires with diesel to keep the asphalt. The roller had to be changed out. Did not demo anything else only one roller. Commissioner Hancock said they needed this longer than a week that was allowed on the demo. Rentals are not necessary. Chairman Farnsworth said this will cost them \$10,000. Commissioner Hancock said if they end up buying this. Commissioner Martinez said they should have gotten three bids. Chairman Farnsworth said now they have the upper hand because they have this money. Commissioner Hancock said they have been using the roller. Chairman Farnsworth said other companies would have demoed one. Commissioner Hancock said at the time they did not have one available. Chairman Farnsworth said there was a used one available. No approval for the \$10,000 roller. This is just going to go up from here.

COMMISSIONERS

- **RESOLUTION #2018-23 – TRANSFER OF FUNDS – (ACTION ITEM)**

[9:47:22 AM](#) Colleen said they have gotten the courthouse payment so they are transferring funds from out of county solid waste to the debt service fund. Chairman Farnsworth reads resolution #2018-23. "Be it ordained by the Commissioners of Jefferson County, Idaho that monies be transferred by Fund #23-00 (solid waste out-of-county revenue) to Fund #49-00 (debt service fund) in the amount of \$365,920.68 to cover the payment to Zions Bank on Bond Series 2012B."

[9:48:29 AM](#) **Motion by Commissioner Hancock to approve the resolution #2018-23 for transfer of funds. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **NEW BUILDING PROJECT – (ACTION ITEM)**

[9:49:16 AM](#) Commissioner Hancock said they are moving along. Still have the water issue have been pumping the water out. Have a design engineer coming here today. Colleen understands they are bringing in the engineer around 2:00. Did receive a change order. Commissioner Hancock said they will begin to hang sheet rock. Chairman Farnsworth said they have the doorway when they go out the hall the second door they want to take this door out and put in a different door with key card access. This is a public entrance to go between buildings. Commissioner Hancock said the key card would only be while this door is locked. Probation opens at 6:00 so if they bring people into the side door they do not want anyone to wander through into this part of the courthouse. Chairman Farnsworth asked why they have to pull this frame out. Commissioner Hancock said they want it to match. Chairman Farnsworth said they need privacy for the Indigent Office. Commissioner Hancock said they can access the courts

this way. Colleen said if they put in a new door they could put in a solid wall. Talked about bringing this down. This door would be open from 9:00 to 5:00. If they put in a solid wall instead of glass. If they are just going to leave this. Wants to make sure the door going into the back is private access only.

[9:54:51 AM](#) Chairman Farnsworth goes over the change order. This is taking out a window and having controlled access to the basement for an increase of \$43.34.

[9:55:43 AM](#) **Motion by Commissioner Hancock to approve change order number six for the D.L Beck contract this includes change order number twelve and thirteen with an increase of \$43.34. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[9:56:39 AM](#) Commissioner Martinez asked on the conduit for the IT room. Commissioner Hancock said they have had some major discussions on this. They are still working on this.

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

[9:57:54 AM](#) **Motion by Commissioner Martinez to approve certificates of residency for the College of Southern Idaho for Julie Ashment, Bridger Burtenshaw, Dallin Grover, Sierra Jensen, Colby Peterman, Braxton Ramirez, Ashley Sharp, Bridon Tucker and Macady Waters. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[9:58:28 AM](#) **Motion by Commissioner Hancock to approve certificates of residency for the College of Eastern Idaho for Kyler Albertson, Anna Alley, Mackenzie Armstrong, Caden Atkinson, Keith Boyle, Walker Burrow, Rebecca Clark, Clay Cottle, Ryan Dansie, Sarina Dixon, Gisel Gonzalez, Emily Gordon, Sierra Groom, Shannon Hail, Karl Hammond, Kelsey Hansen, Heather Haroldsen, Katelynn Hashagen, Jazmyn Hayes, Marco Antonio Hernandez, Brittany Hilleshiem, Jana Hincely, Jacob Hollingsworth, Valarie Hoopes, Mariah Hulse, Ashley Johnston, Charlie Jones Jr, Jessica Kennedy, Fallyn Lambertsen, Isaiah Lora, Tiffany Lowe, Amber Maupin, Hayden McNeill, Alexa Mitchell, Alejandra Noriega, Kera Ottley, Jennifer Packer, Angela Peterson, Connor Peterson, Haley Poole, Christina Rasmussen, Bryson Raymond, Evan Renova, Ian Renova, Amparo Rosales, Charles Schwenson, Emily Selman, Joanna Shively, Anne Smoot, Sierra Stoddard, Carson Stokes, Tara Stout, Melanie Sullivan, Yovonnie Swatts, Brooke Thompson, Hailey Treasure, Becca Ward and Briley Wight. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

CLERK – COLLEEN POOLE

- **COURTS APPROVAL OF COMP TIME – (ACTION ITEM)**

[10:06:03 AM](#) Colleen said they are ramping up the Odyssey trainings. Go live in October is here to ask permission to go over the forty hours of comp time for the courts. Does not want to put a cap on this right now because she is not sure how much time it will be take.

[10:06:47 AM](#) **Motion by Commissioner Hancock to approve the accrual of comp time in the courts will leave this open to the Clerk's discretion for Odyssey. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

THE GIVING CUPBOARD – NAOMI SCHILLING

- **BUDGET REQUEST**

[10:07:24 AM](#) Naomi Schilling said she was last here in April and addressed the commissioners with plans for The Giving Cupboard. At that time requested a \$600 a month line item to be put in the budget to help ship the food from Pocatello to Rigby. They did not guarantee an amount during this meeting. Wanted to come back in for another consideration because they have currently only added \$1,000 into the budget. This will not feed the amount of families that will come. Began with this in June and are now open twice a month. Looking to be open once a week. Have partnered with Jefferson County Pay It Forward to help with toiletries and items not covered by food stamps. Partnered with them when they asked to do this task. This will help them reach their goals sooner. Have set their standards very high. Do their very best to provide these services. If \$1,000 is the best they can provide they will graciously accept this but she does not believe this is the best they can do. Are still are renting space at the City Library. If the requested \$600 a month is not an option then they would like to ask for help looking for a building. Asked about the Extension Office building and what they will be planning to do with this building. There is always a way to make the right things happen. Feeding hungry families is what they do and it is their passion. Want them to reconsider and do the right thing.

[10:13:13 AM](#) Chairman Farnsworth asked if the Extension Office would work. Naomi feels this will be ample space to install the commercial fridges and set this up as a store. Not sure if there are plans for that building. Had been looking for a place since last September. Currently all of the infrastructure is in place. Chairman Farnsworth said that is an idea if they could use the building. Naomi asked if they could go and look at the building. Lorie Dye said that they are welcome to come and take a look at this they are closed from 12:00 to 1:00. Chairman Farnsworth said they can write in the change and discuss this. Commissioner Hancock said they should have additional funds available since they are partnering with Idaho Food Bank. Naomi said they have to get registered. Anticipated 1,000 pounds of food at \$0.06 a pound per month. Commissioner Hancock said this would be \$60 to get 1,000 pounds of food shipped not \$600 so the \$1,000 would cover the freight costs for the entire year.

[10:19:55 AM](#) Weston said he does have a legal concern had some individuals asking to make a donation on some playground equipment previously. It sticks in his mind this was a violation of the Idaho Constitution. Just because the county is familiar with the business and have paid for this in the past it could still be a violation of the Idaho Constitution. Chairman Farnsworth said they may look at the building. Weston said that would still have the same legal concern. Naomi asked if this is the same since they are a 501(c)(3). Feels this is a different situation since the county wanted to remove themselves from the program so this is a different relationship. Weston will look into this. Commissioner Martinez asked if one of

the commissioners was part of the board could they make a contribution then. Weston said being on a board does not necessarily make any difference as far as contributions. Will have to do some further research into this.

[10:24:35 AM](#) Naomi thanks them for taking this into consideration. Are up and functioning. Coming into the grant awarding season. There have been a lot of requests and hopefully they will receive some of these funds. Commissioner Hancock said their help has been greatly appreciated in the community.

NOXIOUS WEEDS & INVASIVE SPECIES – MITCH WHITMILL

- **UPDATE**

[10:25:49 AM](#) Mitch said they are out actively treating weeds. Done all of the initial treatment. Will now be out doing spot treatments. Have had a few complaints about weeds. If they hear of any direct them to him. Will be losing two crew member in the next few weeks to go back to school. Only have so many hours in the budget each year for these individuals. Chairman Farnsworth thinks the rights-of-way are looking good. Mainly have grass in these now. Mitch said they had someone out mowing for Road & Bridge believes they are heading out to the west side. Will be able to dormant seed in the borrow pits.

[10:33:02 AM](#) Commissioner Hancock said they will be getting a lot of weeds coming up after the fires. Mitch knows the BLM will put together a program. Will continue to plug away. Chairman Farnsworth takes a comment from the public. Cheryl Hively said on Highway 48 and 3500 there is a triangle area on the irrigation ditch that makes it hard to see. Who is responsible for this? Mitch said usually Road & Bridge does the mowing. Chairman Farnsworth said they can get ahold of the state and between them they can get this taken care of.

EMERGENCY MANAGEMENT – REBECCA SQUIRES

- **FIRE UPDATE AND OUTLOOK**

[10:37:13 AM](#) Rebecca shows a map of grassy ridge fire. Can see on the lower left side have the red this was the fire line. Just have a tiny bit in Jefferson County. Brought in another one these maps to show the ownership of what was burned. It was a good thing that “Pac Man” did not eat Dubois. Are now in recovery mode. Carl said there is still one unit out cold trailing this. Commissioner Hancock said the fire left little islands that did not burn. That is where the smoke was coming from. Rebecca said in the past year there was management changes. In the past they would torch the islands. If it burns it does but if not they try and preserve these islands.

[10:40:50 AM](#) Rebecca said they are at above normal risk for wildfire. Even the stuff that looks green is dry and ready to burn. Will be this way until it cools off and they get some moisture.

- **BURN BAN REQUEST – RESOLUTION #2018-24 – (ACTION ITEM)**

[10:41:56 AM](#) Rebecca said that Madison, Fremont and Bonneville all have a burn ban in place. In talking with the Fire Chief they are supportive of a countywide burn ban. Have one prepared if they want to entertain one. There is wording in here that burning for agricultural is allowed with a permit. Commissioner Hancock said this would allow stubble burning with special conditions. Reads from resolution “ From August 6, 2018, until September 30, 2018, or such earlier date as set forth by the Board, the Board hereby declares a ban on open fires of any kind on all property located in unincorporated areas of the County, except campfires built within an approved pit at improved campgrounds or picnic areas, and agricultural burning with permit and notification of the local fire authority” Rebecca said on their own property if they have a fire pit they need to clear the vegetation around this before they start a fire. Yard waste burning will be prohibited.

[10:45:15 AM](#) Carl Anderson said that DEQ does the ag permits. Have spoken with them and to allow any ag burning DEQ would notify him within 24 hours so they would have an opportunity to check the area. Also they can deny this if they know their guys are out on another fire. This would be in cooperative effort. Commissioner Hancock thinks in to be in cooperation with other counties it would be a wise move to look at this.

[10:47:41 AM](#) Carl said on Saturday night they had some students out on the butte trying to have a pallet fire. They cannot burn pallets these are illegal to burn. BLM will issue a citation to these individuals.

[10:48:46 AM](#) **Motion by Commissioner Martinez to approve the resolution #2018-24 to issue a burn ban for Jefferson County. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

EXTENSION OFFICE – LORIE DYE

- **REQUEST FOR EASTERN IDAHO STATE FAIR PER DIEM – (ACTION ITEM)**

[10:51:23 AM](#) Lorie said in the policy it says there is a per diem allowed with commissioner approval. They go out to the Eastern Idaho State Fair and it is hard to bring back receipts. This year for all four of them they are requesting \$590. Have the days that they will be there if they want to look at this. Joseph and Amanda spend the most time. Commissioner Hancock said they bring this in before the board so they have the cash before they go. Lorie said they did this last year.

[10:54:05 AM](#) **Motion by Commissioner Martinez to approve the per diem to be issued for the Eastern Idaho State Fair for \$590 paid in advance. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **UNIVERSITY BUDGET APPROVAL – (ACTION ITEM)**

[10:54:34 AM](#) Lorie addresses Colleen the University of Idaho want their budget to be on a different form. This is the contract between the county and the University. Taking out some money because they will no longer need internet. Made the adjustment on the capital. Needs a signature on five copies from Colleen, Chairman and a seal. This goes into the University of Idaho. This is something they do every year. Colleen said there is a discrepancy on the totals. Lorie will go and check with Rebecca on these. Think it will be in the salary.

[11:02:05 AM](#) **Motion by Commissioner Hancock to approve Extension budget for the University of Idaho budget for fiscal year 2018-2019 for \$99,465. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[11:04:56 AM](#) Weston asked to go back to the budget request from The Giving Cupboard. Have an Idaho constitution article that prohibits the donation or lending to any private entities. There are a string of cases on the consideration of money. They are requesting a straight donation. If there was an obligation on the county then it could be seen they are doing something to get this. Even though this is not for profit the county is prohibited from making donations and having any ownership interest. Not finding anything different in his research. Think they are in a position where this could be a legal problem. Commissioner Hancock said when they agreed to take this over they had discussed covering the cost of freight for food. This was an item discussed but was never put in writing. That is why they budgeted \$1,000. No longer using county employees to run this. Weston said unless this was part of the agreement this would still be a problem. Asked if the county ever paid \$1,000 before. Colleen said this was ran mostly off of donations. Commissioner Hancock said they were trying to defer the freight costs while they got started. Weston asked if the county has the obligation to provide this service. Legally in the constitution and case law it recommends against this. This is similar to the playground even though the county did operate this in the past. Chairman Farnsworth said they took this over to elevate the county.

[11:10:21 AM](#) Weston goes over the policy behind this. Purpose of the prohibition is clear that favorite status should not be given to any private enterprise or individual in the application for public funds.

[11:12:18 AM](#) Chairman Farnsworth takes a comment from the public. Cheryl Hively asked prior to The Giving Cupboard taking over they did not budget for the food bank. Colleen said this was ran off of donations. Commissioner Hancock said they paid the rent for the facility and paid employees' time. Weston said that is in operations when this was solely county run. Now they have a 501(c)(3) cooperation and the county is no longer running this. Seems like they are looking to have the county subsidize this since because the county ran this before. Problem is once this was severed by the county that put them in a situation where they can no longer donate. Colleen asked on the building. Weston said if this is county property being sold they would have to give notice for individuals to buy this. If this is waste property the argument could be made they are taking this and subsidizing this company. Colleen asked if they sell this at fair market value. Weston said this would be through an auction. If it does not sell at the auction then they can proceed with a private sell.

[11:17:18 AM](#) Cheryl said the Jefferson County Pay it Forward is self-funded. The county really does need this program in the community. They had forty-eight families last week that came. There is a significant need. Weston said it will be hard pressed to find anything different. Cheryl asked that he keep looking.

SOCIAL SERVICES – JACKIE MAUPIN

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

[11:18:23 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.**

Open session 11:23

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

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)**

[11:24:23 AM](#) **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 11:46

[11:47:14 AM](#) **Motion by Chairman Farnsworth to go into executive session 74-206 (B) - Personnel. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

Open session 12:38

[12:39:09 PM](#) **Motion by Commissioner Martinez to go into executive session 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.**

[12:39:09 PM](#) Prosecutor Paul Butikofer is in the room

Open session 12:54

[12:54:43 PM](#) Recess until 1:00

Open session 1:02

[1:02:14 PM](#) Prosecutor Paul Butikofer left the room

PLANNING & ZONING – KEVIN HATHAWAY – JENNY KERR

- **PLAT AMENDMENT – PEREZ BROTHERS SUBDIVISION – (ACTION ITEM)**

[1:02:44 PM](#) Kevin said they have Cody from Thompson Engineering representing the applicant. Cody said they have an existing house on a previous lot one from the original Perez Brothers subdivision wants to cut off 2.01 acres to sell to his step-son. Commissioner Hancock asked if they

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are changing the numbers. Cody said they did the county examiner surveyor likes them to not use the same lot number so they went to five and six. Cody said that five and six were lot one. Commissioner Hancock asked if this is bordering 100. Cody said it is on the north side. Commissioner Hancock asked where the access is. Cody said this will be off of 100. Kevin said they had three letters in opposition. These were concerned about access but it was not the case.

[1:05:44 PM](#) Jenny goes over the staff report. This property is located at 3970 E 100 N. The Perez Brothers' subdivision block one lot one is seeking to amend lot one. Is zoned R1 with R1 surrounding zoning. Parcel size is 4.99 acres. The purpose is to divide lot one to make lots five and six. Lot five would be 2.01 acres and lot six would be 2.99 acres. The application was submitted on May 21, 2018. Not in a floodplain or in the city area of impact. Commissioner Hancock said if this is 4.99 acres how do they have 2.01 acres and 2.99 acres that is five acres. For technical purposes. Cody said what happened just realized should have made this two acres it rounded up because the original lot was so close to five acres. The program must have showed five. There are two grain silos between lots five and six. Commissioner Hancock said this is all R1 zone. Just asked about additional traffic on 100. Will be another house onto 100. Kevin said they have spoken with Road & Bridge on the access. Cody said they usually talk with Dave before they submit everything. Kevin said this went through Planning & Zoning Commission and they did not have any issues.

[1:08:52 PM](#) **Motion by Commissioner Hancock to approve the Perez Brothers subdivision as first amendment. Second by Commissioner Martinez. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[1:10:02 PM](#) Kevin said three letters were issued with concerns on the access. These concerns were addressed.

- **CODIFICATION SYSTEM – (ACTION ITEM)**

[1:10:50 PM](#) Kevin said they had their meeting and gathered all of the ordinances that they could find. Colleen said this was as they thought it was a mess. Kevin said they sent this to Municode and they said wow these have never been codified. Has been able to get them down to what they were thinking before. At around \$18,000 at first. Have gotten this down to \$10,000. Colleen said this is \$500 a year after to codify their new ordinances each year. Kevin said there are different options but they think that twice a year would be sufficient. Gave the opportunity to do payments. Colleen said they put \$10,000 in a line and there is some in the Planning & Zoning they could take. Willing to pay some this budget and next budget. Chairman Farnsworth thinks this would be a benefit.

[1:15:33 PM](#) Kevin said there are other codifiers but Municode has a full-time attorney to look at these ordinances. Will look for inconsistencies with legislature. After this process is done they would have a conference. Compare what they have noted on legal issues.

[1:16:52 PM](#) Commissioner Hancock asked if they have spoken with other counties who have this system. Kevin said Madison and Fremont both use this. Have spoken highly of this. Thinks Fremont just did this within the last few years.

[1:18:50 PM](#) Chairman Farnsworth asked what the benefit would be to them. Kevin said if they look up an ordinance for dogs. It would pull all ordinances that show when it was changed and what Idaho law is enforced. Chairman Farnsworth said if they looked up noise ordinance it would show they do not have one. Weston said this is word searchable. It is user friendly. Everyone thinks they are grandfathered into something. Would be able to determine more quickly if that is true. It is something to put this all together to clean up all of the books within the county. Kevin said this would also be online. It would save a lot of time.

[1:22:29 PM](#) Commissioner Hancock thinks this would be beneficial. Have put the money into the budget. Colleen does not believe they would be able to pay someone here to fix this. Commissioner Hancock said this gives them help when writing additional ordinances. This will provide them a database. Weston said he has not reviewed this document completely. There are substantial differences so he would like to review this before they make a decision. Chairman Farnsworth said they will hold off on this pending legal review.

JAY HILL – WARD WHITMORE – BILL SMITH - CANCELLED

- **CHALLENGER PALLET ISSUES**

COMMISSIONERS

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

[1:27:55 PM](#) **Motion by Commissioner Hancock to approve commissioner meeting minutes from July 2, 2018. Second by Chairman Farnsworth. Roll call taken. Commissioner Hancock – aye, Chairman Farnsworth – aye. Motion passed. Commissioner Martinez recused himself.**

[1:28:26 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from July 16, 2018. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

[1:28:53 PM](#) Deputy Prosecutor Weston Davis left room

[1:29:04 PM](#) **Motion by Commissioner Martinez to approve commissioner meeting minutes from July 23, 2018. Second by Commissioner Hancock. Roll call taken. Commissioner Hancock – aye, Commissioner Martinez – aye, Chairman Farnsworth – aye. Motion passed.**

- **BUDGET**

[1:29:47 PM](#) Colleen provides an updated revenue sheet. Commissioner Hancock said another issue did not put in for the city who wanted \$106,000 for the LID project over here. They need to add this in. Colleen said they can change that it does not affect the revenues. The revenues are up from last year. With this and the tax revenue is just over \$19,000,000. Currently budget is at \$23,476,229. Commissioner Hancock asked how much they had to transfer. Colleen said the transfers from solid waste is included in their revenue. Difference of about \$3,000,000. From this budget and last years is \$549,000. With the building and the salary increase they are not looking too bad. Did a published budget \$23,409,000. Will have to add the \$100,000 in now. May have to do some cutting. After this will get the cash forward. Chairman Farnsworth asked if they sent in the published

budget. Colleen has not yet. Commissioner Hancock said he knows the city will want this. Colleen asked if they wanted to go budget by budget and cut. Assumes most of this will be in salaries. In order to do the long worksheet for the auditor she really need some firm numbers. Hoping for a cash forward in the next week. Up to them on what the next step is. Commissioner Hancock said they cautioned the departments on these salary increases. May have to do this over several years. Rebecca thinks the department heads would like to cut other places before they cut salaries. Chairman Farnsworth said some departments do not have anywhere to cut. Colleen thinks they may have done some of this already. With a \$590,000 difference from last year thinks this is doable. Commissioner Hancock wants to make sure they have the revenue to cover the budget. Have \$2,000,000 going in for the building next door. Colleen said this is down had budgeted most of this last year.

[1:35:06 PM](#) Colleen goes over the front page of the revenues. Commissioner Hancock said the revenues are up.

[1:35:51 PM](#) Colleen said if they work on getting some firm numbers then she will know what to publish. Chairman Farnsworth has concerns in the Road & Bridge department. Asked for a step & grade chart. Not sure where they fit in this. Looking at line for driver operator is a \$5,700 increase. Colleen said they have the green sheets where they put in the step & grade and salary. Rebecca reviews to make sure they are in the right step & grade. The she reviews these to make sure they have enough in the budget. Then Marilyn gets these to make changes in payroll. This was giving percent increases hoping to bring employees closer and more competitive. Chairman Farnsworth wanted to help make this competitive and not just increase certain individuals. Colleen said that we cannot pay what other counties are paying. Chairman Farnsworth said there are a few he has questions on.

[1:39:56 PM](#) Colleen said the difference currently they took out the top two grades on the new chart. Colleen said grade is the position and step is the skills. Chairman Farnsworth asked on the grades. Rebecca said grade seven and eight on the old chart. Colleen said that step can be higher depending on experience. Rebecca said new chart is five and six. Commissioners go over the chart. Commissioner Martinez thinks they may need to have Dave come in and explain these increases. May need department heads available for questions. Chairman Farnsworth said they could take some of the higher increases down. Commissioner Martinez thinks there is an issue with the step & grade. Does not think everyone should get the raise if they are not performing. Colleen said this is still up to the department head. Rebecca said while working with the departments if a supervisor determines that they are not performing they can withhold the step increase until milestones are met. Commissioner Martinez would like to know if these individuals are performing. Chairman Farnsworth said this eliminated how some individuals received raises and others did not. Colleen said it makes it fairer. Chairman Farnsworth asked to have another week on this then he should be able to move forward. Colleen said they need to look at the salaries mostly.

[1:54:17 PM](#) Colleen asked on The Food Pantry if she should leave the \$1,000. Chairman Farnsworth thinks this is helping transitioning them out. Leave it in for now.

- **NEW BUILDING PROJECT – (ACTION ITEM)**

[1:54:48 PM](#) Scott Nielson said they are working through the rough-in stage. During design had an electrical engineer meet to take the best shot on what was needed. Requesting more. They have had three or four meetings with the electricians and security people. Look at access points and camera locations. Colleen mentioned they do not want one to show who was going into Indigent Office. Scott said the drug testers will come in this way. The sketch they have came from Omni and is based on that discussion. Commissioners review camera locations. Commissioner Hancock knows that Tammy did not want them coming in without being buzzed in first. Chairman Farnsworth said they are looking at more conduit. Commissioner calls and has Tammy and Sheriff Anderson come over.

[2:03:40 PM](#) Scott said they have a change order number six. Colleen hands this to him it was signed earlier today. The automatic door operators they declined this change order. Have another on equipment trenching. Commissioner Hancock said they were up and down on this. Have never talked about total costs so are still waiting on this.

[2:05:10 PM](#) Commissioner Hancock has Sheriff Anderson come look at the camera location. These are the red. Sheriff Anderson verified this is where Probation people will be coming in. Commissioner Martinez would rather have this in there because of issues in the past. Sheriff Anderson said there will be other public coming into this door. Scott said they could mount it and point it south. Sheriff Anderson said they could put this on the south side. Garn mentions they already have cameras pointing down the hall that shows who is going into what office. Chairman Farnsworth said there is no public that would see this footage anyways. Commissioner Martinez said their previous Indigent Clerk had issues with individuals in the past so he would like to have a camera. Sheriff Anderson said that everyone that sees this is vetted anyways. Chairman Farnsworth thinks they are okay where this is.

[2:09:59 PM](#) Commissioner Hancock shows Tammy where they would be able to buzz people in. During normal hours this will be open. Tammy goes over a concern rather than keys they had combo locks on the doors going back into the office from the lobby. Scott said they could put a combination or a card reader. Chairman Farnsworth said they can give out different four digit codes. Scott said when they buzz them in they would go to the waiting room. Tammy said this will go into the waiting room then they need easier locks for the staff to come up and get individuals. Commissioner Martinez said he thinks a card would be the best solution. Loren said there is a card reader on the back door this has already been cut in. Scott asked Tammy if it would be helpful to see the person on a monitor before they buzz them in. Sheriff Anderson said they have an air phone that would give them camera access.

[2:21:04 PM](#) **Prosecutor Paul Butikofer is in the room.**

[2:21:27 PM](#) Garn said these cameras have 360 degrees they cover. Sheriff Anderson said that Omni knows what they are doing on these. Scott speaks with Paul on their access locations.

[2:26:47 PM](#) Scott said they talked about a closet down in the basement that had a proposed cost of \$4,465. This is not a high priority item. This could be done later. Commissioner Hancock said they can put this on hold.

[2:27:42 PM](#) **Prosecutor Paul Butikofer left room**

[2:27:51 PM](#) Scott said when moving the IT room it was over \$17,000. Had sent this to the electrical engineer. The conduit had doubled with what was on the plans. This change was from Twisted Technology. Do not know that they have a lot of choice. Will separate these costs out so they

know what the actual IT room will cost. The conduit for drywall purposes should be put in. Garn said they could not get three hundred cables down in each conduit. Scott said they are still sorting through this. Have to put the conduit in now before they put in the drywall.

[2:30:04 PM](#) Colleen verified on the door over in the corner this is public access during the day but have keycard access when they are closed. The one on the west side is private access. Loren said this work will take two to three days.

[2:33:38 PM](#) Scott said they have Ryan Loftus from Aspen Engineering who has been helping with the subwater fun. Ryan said they have subwater the highest they have gotten is sixteen inches to twenty-two inches on the floor. Loren installed a sleeve keeping this at eight to nine inches above the floor. Scott said they had been studying this. Ryan said they are pumping 600 gallons a minute out. Want to install a pumping system to keep this dry. When moving water they are also moving material. Pulled a lot of sand in with the gravel. The same thing will continue to happen when drawing down the water. Need to address this because if they are moving the sand they will end up with just gravel. This is a secondary concern after keeping the water out. The sand will move toward the low point. Would like to use a barrier and a drain gallery to keep the basement dry. For a barrier they have different materials they can use. Create a barrier to prevent groundwater from coming in. Can move in any direction usually east to west. Because of the gravel the water wants to come back up. Scott said when this was the highest there was so much pressure under the floor it was lifting the floor. Ryan said the concrete is fifty pounds. If they put another four inches of floor on this it would give them one hundred pounds. If they can raise the floor four to six inches. Scott asked on the water. Ryan said they would pump for three months. By the end of September they should be done.

[2:39:46 PM](#) Scott said they have done a fair amount of study. If the water starts to decline they have the information they need to engineer a solution. Had been dealing with groundwater issues in Billings. There is a good chance they are at a record point here. There may be a lot of years they would not have to run the pump. They have recharged the aquifer like crazy. If considering themselves fortunate at least they have this now. Loren said they are pumping out 600 gallons a minutes. Scott said going to the canal is the best solution. This has been very helpful. Ryan said the Idaho Department of Water Resources said they could do this without any permits required. The groundwater is all the same water just moving this to a different location.

[2:43:19 PM](#) Ryan spoke with Tom Wood who is a hydrologist. Does calculations for wells. They have maps and studies that help them know the direction of flow and the evaluations. Will help some transmissivity issues, groundwater flow and the direction of the flow. The north side of the annex there is a water line here as well. If they can collect groundwater on three sides. Confident they can control the groundwater.

[2:45:18 PM](#) Scott said they started raising the slab until they had some good protection in place. Have to relieve the pressure under the building. Ryan said they will make a burrito have a pipe they wrap in gravel then in fabric. The perforated pipe is the area for resistance. Pump this out of a dry well into the canal. Tom will help size this. Looking at the southeast corner. Scott asked if they could do the barrier on the north end. Ryan said the barrier would be where they are collecting water. Ryan said they need to make sure they have enough redundancy. Scott said they will need to get a ballpark estimate on this. Ryan said around \$20,000 in wells, \$10,000 in pumps. Guessing around \$100,000 for the drainage system. Barrier would be bentonite clay.

[2:49:49 PM](#) Scott said if they raise the flooring they would have five to six foot ceilings. Asked on a pump inside the building. Ryan would like to have a deep hole in the middle they can pull out of in an emergency. There is a spot with a hole right now this is close to the center. This would be suitable but puts this in the middle of the storage area. Would limit storage because they would have to work around this. Scott said they would need an easement to run the line to the canal. Ryan said this would be self-draining. Commissioner Hancock said this will be pressurized when the pump is running. Scott asked how they control this on the other end. Commissioner Hancock said they would drop this around three feet currently. Ryan said they can have this at a grade. If the water stayed in there it becomes nuisance. Thinks they could lay the pipe so they would not have the problem. Scott asked on a timeline from Ryan and Tom. Ryan said they are meeting on Wednesday. Could come back in next Monday to have some confidence in their numbers.

[2:55:16 PM](#) Ryan emphasizes that pumping is a viable option. When first saw this he was worried they would not be able to pump this out. At 600 to 1,000 gallons a minute they should be able to draw this down and have this be a sustainable action. Did look at a well point system similar to a sand well. Instead of pumping up they suck from the bottom down. Also looked at a barrier system without any pumping. If they were before the fact they could have put material under the floor. Limited to a vertical barrier system.

[2:57:31 PM](#) Loren said they are looking at heavy equipment work they will be hand digging. This is putting them behind four to six weeks behind now. This is a huge issue. Scott said it is always possible to move faster but they do not want to put something in that is wrong. Ryan said they do not want to just put a band aid on this. Scott said they will keep this going as fast as they can.

[3:01:17 PM](#) **Motion by Commissioner Martinez to adjourn at 3:01. Second by Commissioner Hancock. All in favor – aye. Motion passed.**

Chairman of the Board

Date

Clerk of the Board

Date

County Clerk

Date